

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION
MINUTES OF THE REGULAR MEETING – October 11, 2011**

Chairman Mike Benard **called the meeting to order** at 2:09 p.m. at the Western DuPage Special Recreation Association office located at 116 N. Schmale Road Carol Stream, Illinois.

Attendance

Roll Call:	Bloomington Park District	Carrie Hauptert- Fullerton
	Carol Stream Park District	Arnie Biondo (arrived 2:18 pm)
	Glen Ellyn Park District	Dave Harris
	Roselle Park District	Mose Rickey
	Warrenville Park District	Diane Dillow
	West Chicago Park District	Gary Major
	Wheaton Park District	Mike Benard
	WDSRA Executive Director	Sandy Gbur
	WDSRA Supt. of Fin. & Personnel	Sharon Gedvilas
	WDSRA Supt. of Development	Lea Jackman
	WDSRA Program Manager	Jorie Meyer
	WDSRA Athletics Manager	Becky Prince

A quorum was established.

Absent: Naperville Park District, Winfield Park District

INTRODUCTION OF GUESTS

PUBLIC PARTICIPATION – None

CONSENT AGENDA

1. Minutes of Meeting – August 9, 2011 – REGULAR SESSION
2. Treasurer’s Report – July and August 2011
3. Disbursement Report – July and August 2011
4. Tax Payment Report – As of September 26, 2011

Hauptert-Fullerton/Dillow **moved to approve the Consent Agenda**. All in favor; none opposed; motion passed.

MEMBER DISTRICT SPECIAL EVENTS - Each member district highlighted their upcoming events.

CORRESPONDENCE – File was passed for Board member’s review of press clippings, and general correspondence that would be of interest to the board.

DIRECTOR’S REPORT - Gbur highlighted a few items on her **Director’s Report** and reported that the grant application submitted to Shane’s Inspiration for the Sensory Garden initiative was chosen from a field of 225 entries to be funded. Gbur said that WDSRA assisted with a mailing that went out to service organizations in the local area within our communities to tell others about the initiative and to announce the availability of speakers. A meeting was scheduled with other DuPage Park District and SRA Directors to inform them and to ask for leads for fundraising for this project. Benard offered to send the PowerPoint to all board members. He thought this would be a good dialog when going out and trying to make others aware of what this regional project is about. Benard said he would like to discuss possible financial support for this from WDSRA member districts at the December board meeting.

Goal Update -Gbur mentioned that after meeting with staff individually she took a closer look at the volume of goals to be accomplished by the staff. In an effort to maintain quality she said that staff are looking to scale back the goals and to skip a year of seeking input for new goals. Gbur reported she would meet with the superintendents to determine priorities and to plot out future work as soon as Miner returns to work.

Gbur distributed flyers for the **35th Anniversary Celebration** Open Houses to take place on October 12th and 13th. She invited all board members to attend one of our Open Houses.

FINANCE TASK FORCE REPORT - Benard indicated that the committee will have some recommendations in December relating to salary bands, etc. We do not plan on doing a comprehensive salary study survey at this time. Two issues that have had the most dialogs are related to our fund balance reserve. We have a minimum, by policy, in the aggregate of 20% of operating budget. There was a discussion a few years ago with the auditors that a fund balance of 25% was recommended. Because the management letter did not mention this the Task Force recommended it stay at 20%.

Benard reported that after reviewing the budgets from the past few years and the dollars netted those years, it became clear that there is not a structural deficit projected for 2012-2013. Benard said that the Finance TF or board would review this on an annual basis by taking a strong look at what we are holding in reserve and for what purpose. Benard said that it would be helpful to determine if the board wants to continue to levy the .25 cents for capital projects. There will be Task Force recommendations at the upcoming December board meeting.

OLD BUSINESS - Dillow/Biondo **moved to approve WDSRA Audit for FYE 4/30/11.** The motion passed with a roll call vote:

Yes	Bloomington Park District	Carrie Hauptert-Fullerton
Yes	Carol Stream Park District	Arnie Biondo
Yes	Glen Ellyn Park District	Dave Harris
Yes	Roselle Park District	Mose Rickey
Yes	Warrenville Park District	Diane Dillow
Yes	West Chicago Park District	Gary Major
Yes	Wheaton Park District	Mike Benard

Benard congratulated Gedvilas on a job well done.

NEW BUSINESS - Executive Director Worksheet – Benard asked for a recommendation from the floor regarding any changes to the new document. Any changes to the document should be made by the end of the week. Benard asked that everyone complete this form before the state conference at the end of the month. Benard will not be appointing a Personnel Committee. This will be discussed at the December board meeting.

Approval of Surplus Property Ordinance No. 11-03 Biondo/Hauptert-Fullerton **moved to accept the Surplus Property Ordinance No. 11-03.** The motion passed with a roll call vote:

Yes	Bloomington Park District	Carrie Hauptert-Fullerton
Yes	Carol Stream Park District	Arnie Biondo
Yes	Glen Ellyn Park District	Dave Harris
Yes	Roselle Park District	Mose Rickey
Yes	Warrenville Park District	Diane Dillow
Yes	West Chicago Park District	Gary Major
Yes	Wheaton Park District	Mike Benard

RECREATION REPORT – Jorie Meyer highlighted the Recreation report in Miner’s absence stating that WDSRA was approached by Alden Village of Bloomingdale who is looking for in-house programming for their residents.

WDSRA is currently working with NEDSRA to cooperatively provide art and music therapy for Glenwood Academy, an alternative school in Glendale Heights.

Jackie Salemi, WDSRA Program Supervisor, was selected to participate in the Rotary Group Exchange and will be going to Taiwan for a 5-week group study.

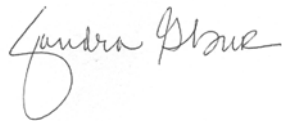
DuPage Boomers - A final report has been completed by Peggy Wilson with recommendations. Becky Prince, WDSRA's Athletics Manager has stepped up to oversee the program until the board gives us further direction. Becky Prince indicated that one of the keys to the success is in marketing and driving Boomers to the website. She will be sending out a new ad for the park district brochures. Gbur suggested that the Board give the program 2 years to get off the ground as planned originally. A board consensus agreed to do so.

COMMUNICATIONS & DEVELOPMENT REPORT - Jackman provided highlights from her Development report and mentioned that additional monies from the State of Illinois were received after the report was written. Jackman thanked the board members who had supported the Jane Hodgkinson Scholarship Fund so far.

Jackman asked board members to mark their calendars for the March 10, 2012 Auction with a Medieval Times theme. Sponsorships requests will be mailed soon and Jackman thanked all board members for their past support.

ADJOURNMENT – Biondo/Hauptert-Fullerton **moved to adjourn** at 2:47p.m. All in favor; none opposed; motion passed.

Respectfully submitted,



Sandra Gbur, Board Secretary