

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION
MINUTES OF THE JUNE 8, 2023 MEETING OF THE BOARD OF DIRECTORS**

- I. **CALL TO ORDER** – Chairman Brad Wilson **called the meeting to order** at 2:00 p.m. The meeting was held at WDSRA, 116 N. Schmale, Carol Stream, Illinois

ROLL CALL: Those participating:

Bloomington Park District		Warrenville Park District	Tim Reinbold
Carol Stream Park District	Jim Reuter	West Chicago Park District	Gina Radun
Glen Ellyn Park District	Stacey Lim	Wheaton Park District	Mike Benard
Naperville Park District	Brad Wilson	Winfield Park District	Mark Pawlowski
Roselle Park District	Lynn McAteer		

A quorum was established.

WDSRA Staff also present: Executive Director Dan Leahy, Superintendents Sharon Gedvilas, Natalie Principe, Tammy Kerrins, Lea Jackman and Jorie Meyer, Executive Assistant Ann Kennedy

- II. **INTRODUCTION OF GUESTS** – New Superintendent of Finance and Business Services Natalie Principe was presented to the Board.

- III. **PUBLIC COMMENT** – None

IV. **CONSENT AGENDA**

- A. Regular Board Meeting Minutes – April 13, 2023
- B. Treasurer's Report – March 2023
- C. Disbursement Reports – March and April 2023
- D. Tax Contribution Payment Report – As of April 30, 2023

Reuter/Pawlowski **moved to approve the Consent Agenda**. The motion passed with a voice vote.

- V. **MEMBER DISTRICT UPDATES** – There were no updates for the Board.

VI. **DIRECTOR'S REPORT** –

- The retirement party for Sharon Gedvilas will be Wednesday, June 21 at Winfield from 4:30 – 6:30.
- Hiring updates: Kristy Henson has been hired as the new Development Manager. Megan Maulding will start in July as Program Supervisor. Max Lewis from Aurora University is the summer intern.
- Leahy presented Jim Reuter with a token of appreciation for his nine years on the WDSRA Board.

VII. **OLD BUSINESS**

- A. **Other** – There was no Old Business to come before the Board.

VIII. **NEW BUSINESS**

- A. **Member Assessment Request 2023 – Draft** The first draft of this Member Assessment Request was distributed for review. It will be voted on at the August board meeting per the Articles of Agreement.

- B. Appoint Board Treasurer** – Pawlowski/Reuter moved to approve the appointment of Natalie Principe as Board Treasurer. Motion passed with a roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

- C. Appoint OMA and FOIA Officers** – Reuter/McAteer moved to approve the appointment of Steve Eckelberry and Natalie Principe as OMA and FOIA officers. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

- D. Resolution 23-02 Appoint IMRF Authorized Agent** – Reuter/McAteer moved to approve Resolution No. 23-02 to appoint Natalie Principe as IMRF Authorized Agent. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

- E. Review Finance Board Policies** – Suggested revisions to the Finance Board Policies were distributed. The Board will be asked to approve the entire Board Policy Manual at the August 2023 meeting. Questions and comments should be directed to Dan by the week of July 4.

F. Resolution 23-01 to Repurpose the Special Revenue Fund – Reuter/Pawlowski moved to approve Resolution 23-01 to repurpose the Special Revenue Fund for Scholarships funded by Association surplus funds. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

Reuter/McAteer moved to approve an internal transfer in the amount of \$30,000 of surplus operating funds to reopen the Special Revenue Fund. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

\$30,000 in ARPA funds are coming from DuPage County and \$22,000 from Will County. There is no restriction on their use. Benard asked what was the intended use of the funds when the grant was filed. ARPA was for salary and funds related to COVID and shouldn't the \$30,000 be going to the salary funds? WDSRA is trying to spend down surplus reserves so does not want to add more to general operating. Scholarships have been funded 100% by the Foundation. Use of these funds for Scholarships will allow the Foundation to concentrate on increasing the Endowment.

G. Approval of Warrenville Special Recreation Budget for 2023-2024 - Reuter/Pawlowski moved to approve the 23-24 budget for use of SRA funds by the Warrenville Park District. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

H. Approval of Winfield Special Recreation Budget for 2023-2024 - Reuter/Benard moved to approve the 23-24 budget for use of SRA funds by the Winfield Park District. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

I. Approval of Bloomingtondale Special Recreation Budget for 2023-2024 - Reuter/McAteer moved to approve the 23-24 budget for use of SRA funds by the Bloomingtondale Park District. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

J. Approval of Roselle Special Recreation Budget for 2023-2024 - Reuter/Reinbold moved to approve the 23-24 budget for use of SRA funds by the Roselle Park District. Motion passed by roll call vote.

	Bloomingtondale Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

K. Other – There was no other New Business to come before the Board.

IX. STAFF REPORTS

A. Recreation – Superintendent Jorie Meyer reported:

- Summer Day Camp registration is at 124, close to pre-COVID numbers, with 35 on a wait list.
- Summer Games leaves at 7:00 Friday morning with 31 participants and 8 staff.
- 90% of the responses to a winter/spring survey rated WDSRA as exceeded or met expectations.
- Fall registration opens in a couple of weeks.

B. Staffing and Support Services – Superintendent Tammy Kerrins reported:

- We currently have 300 seasonal staff but it is not enough. More applications are coming in every week.
- There are 1300 signed up for Inclusion services.
- An email was sent to families explaining the need for staff and it brought in more applicants.
- Major training has been done but more is scheduled as staff is hired. EdApp has been used extensively for training with 1400 course completions.
- Pre-Service training was conducted for park district staff involved in the inclusion process and a follow-up is planned to obtain feedback.
- WDSRA has started to hire 15 year olds for some positions.

C. Communications and Development – Superintendent Lea Jackman reported:

- Thank you to everyone for their support of the Charlie Long/WDSRA Golf Classic. This is the 5th year we have sold out. Over \$40,000 was raised. Sandy Gbur was given the Charlie Long Award.
- Kristy Henson has been hired as the Development Manager.
- The post-Bash appeal for the Scholarship Endowment raised just over \$4,000 and engaged new donors.
- We are launching a camp catalog to supplement camp expenses and entice lapsed donors to support us.
- We had a great start to the fiscal year with several huge grants received totaling over \$59,000.
- Sherry is doing a great job in reporting on all

Jim Reuter commented that the golf was an amazing event that looks seamless to golfers. Staff is being very humble about all of the work that goes into the event. Staff and volunteers do an amazing job. It is evident that the Foundation Trustees are key to the success and are passionate about WD. The Wheaton Park District staff did a phenomenal job. You should all be very proud of what you are doing.

Reuter's retirement reception will be July 13 at Chrissy's from 5-7. Electronic invite going out.

"You guys run a great organization here. We are here because we love and are passionate and dedicate our lives to special rec. I've been to all the other organizations. NEDSRA – Tracy thinks she has something going on in the northwest suburbs – baloney! This is the best organization for doing what you do. I am concerned about what we do with Inclusion. I'm concerned about how we find more people to do this. I don't know what the answer is. But you guys are great.

Sharon, good luck. You are going to do great. You are going to do phenomenal (to Natalie). Dan's a pain. The people who aren't in this room are phenomenal. They really care about what you are doing here. You all do. Keep up the good work. It's been fun."

Chairman Wilson congratulated Jackman on 2 great events and wished Gedvilas the best in retirement.

XI. Closed Session:

Reuter/Pawlowski moved to go into Closed Session at 2:38 pm in accordance with 5 ILCS 120/2 (c) (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06. Motion passed by roll call vote.

	Bloomington Park District	
Yes	Carol Stream Park District	Jim Reuter

Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

The Board returned from Closed Session at 2:41 pm. Roll Call

	Bloomington Park District	
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Stacey Lim
Yes	Naperville Park District	Brad Wilson
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
Yes	West Chicago Park District	Gina Radun
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

XII. Action resulting from Closed Session – Reuter/McAteer moved to approve and release the Closed Session minutes of December 8, 2022 and April 13, 2023. Motion passed unanimously with a voice vote.

XIII. Adjournment: Pawlowski/Reuter moved that the Board adjourn at 2:42 pm. Motion passed unanimously with a voice vote.

Respectfully submitted,



Dan Leahy, Board Secretary