

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION  
MINUTES OF THE JUNE 11, 2020 MEETING OF THE BOARD OF DIRECTORS**

- I. **CALL TO ORDER** – Chairman Mark Pawlowski **called the meeting to order** at 2:01 p.m. The meeting was held via Zoom video conference.

**ROLL CALL:** Those participating:

Bloomington Park District	Joe Potts	Warrenville Park District	Tim Reinbold
Carol Stream Park District	Jim Reuter	West Chicago Park District	
Glen Ellyn Park District	Dave Harris	Wheaton Park District	Mike Benard
Naperville Park District		Winfield Park District	Mark Pawlowski
Roselle Park District	Lynn McAteer		

A quorum was established.

WDSRA Staff participating: Executive Director Sandy Gbur, Superintendents Sharon Gedvilas, Ted Adatto and Lea Jackman, IT Manager Steve Eckelberry, Administrative Assistant Ann Kennedy

- II. **INTRODUCTION OF GUESTS** – There were no guests

- III. **PUBLIC COMMENT** – None

IV. **CONSENT AGENDA**

1. Regular Board Meeting Minutes – April 9, 2020
2. Treasurer’s Report – March 2020
3. Disbursement Reports – March and April 2020
4. Tax Payment Report – As of April 30, 2020

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

V. **Member District Events/Information/Facilities**

Winfield is gearing up for day care and day camp next week. The number has dropped from 80 to 24 so they can keep everything in one building. Parks are up and running. Last Friday main park was very busy and it felt good to be providing service. Four park renovation projects started.

Wheaton: A lot going on. Beginning day camp on 6/22. Prior to COVID-19 had 2000 registrants, new capacity is 96. Have not exceeded capacity yet. Between 70 and 90. Beginning staff training next week. In house baseball and softball registration in anticipation of early phase 4 happening the end of June. Started with 1700 before COVID-19. Now in vicinity of 230 registrations. Other programs in production to begin in July. Virtual programs are being held now. Still on hold for pool openings, a formal decision will be made next Wednesday. Insanely busy bringing 85+ employees back to work. All full timers were reinstated June

Roselle: Along the same lines are in process of calling staff back. People are pushing to open up playgrounds. Looking at Phase 4 for playgrounds. Doing virtual programming. Camps after 7/4. Mapping out small fitness center and figuring out hours. Everything moving in right direction.

Warrenville: Day camps are starting Monday, training was this week. In 40ish range for camp. Started getting staff back on workforce. Normally hold a 5K race on 7/4 and are now doing it in virtual format. 50-60 have signed up. A portion of the proceeds goes to WDSRA. 1.

Glen Ellyn: Consistent report with others. Kicked off an outdoor fitness this past Monday plus one-on-one training. Mini-golf opened similar to rules for golf courses, 2 courses, 20 golfers per hour. Monday will open summer camps. The reaction has been slow but picking up. Outdoor tennis program very popular. Working on contingency plans for phase 4.

Carol Stream: Everyone has covered it. Day camp starts on Monday. Currently offering outdoor fitness. Bringing people back a couple at a time. Mini-golf is taking reservations. Youth group sports is allowed with small groups. Playgrounds remain closed. Had a few rallies to deal with but the police have handle it. Bocce courts are being used heavily. Gymnastics and dance offered virtual and in person. Hope to get camps up to 60. The board has been very cooperative.

Bloomingtondale: Starting day camp on 6/29. Little over 70 registered. Parent zoom meeting on Wednesday. Started baseball and soccer few weeks ago with new guidelines. Virtual programs started charging for on 6/1. Soon will start face to face outdoor fitness, yoga, and others. Haven't started capital program yet.

**VI. CORRESPONDENCE** - Gbur read a testimonial from parent Nancy Seiboldt praising our game night and the job WD has done with virtual programs.

**VII. DIRECTOR'S REPORT** – In addition to the written report:

**A. Updates:** Gbur thanked those who have reached out to see how things are going. She welcomed Joe Potts to the Board of Directors and thanked him for attending the lengthy board orientation. The staff is working on next phase of bringing staff back to office. Only 15 are allowed in presently. Auditors are currently in the building working on the audit. Staff is cleaning at noon and 5 pm. Staff is still encouraged to work from home.

**B. Presentation of Chairman Gift** – Gbur thanked Mike Benard for serving as the 2019-20 Chairman. A gift card from favorite restaurant in Wheaton was sent.

**VIII. OLD BUSINESS**

There was no Old Business to come before the Board.

**IX. NEW BUSINESS**

**A. Member Assessment Request 2021** – Members were asked to look at the numbers distributed and verify that they are correct. The vote will be taken at the August 13, 2020 meeting. There were no questions or comments.

**B. Approval of Bloomingdale Special Recreation Budget for 2020-2021** – Reuter/McAteer moved that the Board **approve the use of SRA funds by the Bloomingdale PD.** Motion passed with a roll call vote.

Yes	Bloomingtondale Park District	Joe Potts
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Dave Harris
	Naperville Park District	
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
	West Chicago Park District	
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

**C. Approval of Warrenville Special Recreation Budget for 2020-2021** – Reuter/McAteer moved that the Board **approve the use of SRA funds by the Warrenville PD.** Motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Dave Harris
	Naperville Park District	
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
	West Chicago Park District	
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

**D. Approval of Roselle Special Recreation Budget for 2020-2021**– Reuter/Reinbold moved that the Board **approve the use of SRA funds by the Roselle PD.** Motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Dave Harris
	Naperville Park District	
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
	West Chicago Park District	
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

**E. Approval of Winfield Special Recreation Budget for 2020-21** - Reuter/Reinbold moved that the Board **approve the use of SRA funds by the Winfield PD.** Motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Jim Reuter
Yes	Glen Ellyn Park District	Dave Harris
	Naperville Park District	
Yes	Roselle Park District	Lynn McAteer
Yes	Warrenville Park District	Tim Reinbold
	West Chicago Park District	
Yes	Wheaton Park District	Mike Benard
Yes	Winfield Park District	Mark Pawlowski

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

**X. ADMIN REPORT** – Gedvilas reported that WD furloughed 365 seasonal staff and 25 filed for unemployment. The impact of program cancellations on the budget was studied. Because summer programs are subsidized so heavily the budget will not take a hit until September. The budget team has met and developed a list of expenses to defer and others to postpone. They are also increasing oversight of the budget and awareness of spending.

**XI. RECREATION REPORT** – Adatto praised the Recreation team for the virtual programs provided. There was a 52% increase from the first spring session to the second and a 33% increase to summer. Staff are creating boxes for those who don't do well with virtual programs. There is a nominal fee charged for virtual programs to offset program losses. Summer revenue has a net gain of \$10,000. They are reaching youth with camp in a box program. These include sensory kits to keep children busy. Families were surveyed and the vast majority want to come back asap. We will have to start slowly and that will leave

out a large contingent. Looking at late July return with few programs each week and the 1:6 ratio R&R program. Park Districts were asked to keep WD in mind for facility space if possible. Adatto is excited to have inclusion and camps starting next week and expressed his appreciation for the communication from the districts. Pawlowski asked how much lead time is needed for inclusion. Usually a 2 week notice but it depends on specific needs of individual. With the smaller ratios in camps of 2:10 some of the participants will have their needs met by park district staff.

**XII. COMMUNICATIONS & DEVELOPMENT REPORT** – Jackman reported that they have been very engaged past few months. An urgent appeal was launched in late March and then Coleman announced their matching grant for funds received April 15-June 1. Staff called everyone who gave the first time around to explain why their money didn't benefit from the match opportunity. People were grateful we reached out and 24 people gave to **both** appeals. Total raised with both appeals and the match is just over 62K. 50% of the people who gave were family members. Of those another 50% are engaged in virtual programs. This is a testament to the value they place on our services.

WDSRA will receive a specific COVID-19 grant from WorkNet DuPage of just over 12K for PPE and other items we will need to begin programs.

Lanie Munzing officially retired after 14 years of grant writing. A parade was held for her on Tuesday. The position has been advertised and 17 applications have been received. Jackman gave a shout out to Sherry Manschot for communications. She has done a great job working with staff to gather information and distribute it in a timely fashion.

Charlie Long Golf Classic rescheduled to 9/28 at Arrowhead.

**XIII. ADJOURNMENT** – Reuter/Benard **moved to adjourn** at 2:47 pm. The motion passed unanimously.

Respectfully submitted,



Sandra Gbur, Board Secretary