

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION
MINUTES OF THE OCTOBER 13, 2022 MEETING OF THE BOARD OF DIRECTORS**

- I. **CALL TO ORDER** – Chairman Joe Potts **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	Joe Potts	Warrenville Park District	Tim Reinbold
Carol Stream Park District	Shane Hamilton	West Chicago Park District	Gina Radun
Glen Ellyn Park District	Dave Harris	Wheaton Park District	Mike Benard
Naperville Park District	Brad Wilson	Winfield Park District	Mark Pawlowski (2:04)
Roselle Park District	Lynn McAteer		

A quorum was established.

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

- II. **INTRODUCTION OF GUESTS** – Shane Hamilton, Director of Parks & Facilities at Carol Stream Park District was introduced.

- III. **PUBLIC COMMENT** – None

IV. **CONSENT AGENDA**

- A. Regular Board Meeting Minutes – August 11, 2022
- B. Finance Task Force Minutes – August 11, 2022
- C. Special Board Meeting Minutes – August 24, 2022
- D. Treasurer's Report – July and August 2022
- E. Disbursement Reports – July and August 2022
- F. Tax Contribution Payment Report – As of September 30, 2022

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

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

- VI. **DIRECTOR'S REPORT** – Leahy reviewed his written report. Kerrins and Becky Prince have taken on some of the responsibilities of Superintendent of Recreation while the position is under review. Kennedy will be contacting park district directors to set up annual visits.

VII. **OLD BUSINESS**

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

VIII. **NEW BUSINESS**

- A. **Approval of Investment Policy.** Pawlowski/Bernard moved to **approve the Investment Policy as presented**. Motion passed with a voice vote.

This is a routine review conducted every 2 years. There are 3 small changes to approve. The policy has been reviewed by the auditors, our GFOA representative and the finance people from member

districts. There was a late suggestion to limit what an investing officer could invest. No interest was expressed to pursue that change.

- B. Approve Personnel Policy changes.** Pawlowski/Radun moved to **accept the Personal Days Policy updates as presented.** Motion passed unanimously with a voice vote.

The DEI committee discussed granting Juneteenth as a holiday but rather than close WDSRA they recommended rewarding an extra personal day to employees instead. Rec & Roll staff that works more than 25 hours or more per week are also given PTOs.

- C. Approve Resolution 2022-01 Membership in PDRMA Health Program.** Pawlowski/Reinbold moved to **approve resolution 2022-01 Membership in PDRMA Health Program.** Motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Shane Hamilton
Yes	Glen Ellyn Park District	Dave Harris
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

Benard asked how the premiums of the 2023 rates with the broker compared to the premium rates with PDRMA. The current rates are comparable but the broker rates will go up 11% and PDRMA will not. The exact savings will depend on the individual plans that staff choose.

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

IX. STAFF REPORTS

- A. Administration** – Gedvilas reviewed her written report on cash management practices

- B. Recreation** – Leahy reviewed the written report. The staff is shifting more towards a regional programming concept. Showcase will be held on December 11 at Studio Movie Grill.

- C. Staffing and Support Services** – Kerrins reviewed her written report.

- Alexia Chlibovytch has joined the Inclusion staff and is the coordinator for Naperville.
- We are almost up to pre-COVID levels for Inclusion. Inclusion families were surveyed this summer and 90% rated us as Excellent
- The Recruitment task force, Rec & Roll registration, and staff engagement survey were all highlighted.

- D. Foundation**

- Jackman highlighted meetings she has had with major donors.
- The Annual Appeal will start in November. We will be getting a match through Coleman Foundation of any donation of \$275 or higher, up to a total of \$12,500
- Planning for Bash 2023 is underway.
- Eblasts have been focusing on what donations have been used for.

XII. ADJOURNMENT – Pawlowski/Wilson **moved to adjourn** at 2:47 pm. The motion passed unanimously with a voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dan Leahy", with a long horizontal flourish extending to the right.

Dan Leahy, Board Secretary