

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION  
MINUTES OF THE APRIL 10, 2025 MEETING OF THE BOARD OF DIRECTORS**

**I. CALL TO ORDER** – Chairman Lyn McAteer **called the meeting to order** at 2:00 p.m. The meeting was held at 116 N Schmale Dr, Carol Stream

**ROLL CALL:** Those participating:

Bloomington Park District	Joe Potts	Warrenville Park District	Tim Reinbold
Carol Stream Park District	Sue Rini	West Chicago Park District	Gina Radun
Glen Ellyn Park District	Dave Thommes	Wheaton Park District	Mike Benard
Naperville Park District	Brad Wilson	Winfield Park District	Tom Bower
Roselle Park District	Lynn McAteer		

A quorum was established.

WDSRA Staff also present: Executive Director Dan Leahy, Superintendents Tammy Kerrins, Lea Jackman and Jorie Meyer, Human Resource Manger Lisa Santoria, Executive Assistant Ann Kennedy

**II. INTRODUCTION OF GUESTS** – Sophie Bordenave, WDSRA intern was introduced. Sophie has been working on a project to enhance continued employee engagement.

**III. PUBLIC COMMENT** – None

**IV. CONSENT AGENDA**

- A. Regular Board Meeting Minutes – February 13, 2025
- B. Regular Board Meeting Minutes – March 13, 2025
- C. Treasurer’s Report – January and February 2025
- D. Disbursement Reports – January and February 2025
- E. Tax Contribution Payment Report – As of March 31, 2025

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

**V. MEMBER DISTRICT UPDATES** – Carol Stream Park District is partnering with the Village, Police Department, Library, and Outreach Center to host a Kick Off to Summer event at Community Park on the southeast corner of Carol Stream. The event will be May 8 from 5:30 to 7:30. They are also hosting a legislative job fair at Fountain View on April 24 from 2-5. WDSRA is invited to participate.

**VI. DIRECTOR’S REPORT**

- When Superintendent Principe is back from maternity leave they would like to discuss the frequency of providing Inclusion billing statements, either monthly or bi-monthly. Member Districts were interested in pursuing that discussion.
- WDSRA has been working with DuPage County on the retention area between Schmale Road and the parking lot. So far they have received environmental sign-offs.
- Leahy will be at the Recreation Symposium at SIU April 16-18 and in Springfield the following week for Parks Day
- Leahy thanked Chairman Lynn McAteer for her year of service as the Board Chair and presented a gift.

**VII. OLD BUSINESS**

**A. Operating Budget for the fiscal year ending April 30, 2026** – Benard/Wilson moved that the Board **approve the proposed 2025-2026 Operating Fund Budget as presented.** The motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

Rini noted the high level of reserves in the Operating budget and asked if it was time to adjust the policy to reflect 6 months of operating expense instead of 3, or set up a plan to spend down the excess. Benard suggested that the fund policies of the member districts be collected to compare limits.

- B. Approval of the Capital Fund Budget for the fiscal year ending April 30, 2026 – Reinbold/Bower** moved that the Board **approve the proposed 2025-2026 Capital Fund Budget as presented.** The motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

- C. Approval of Special Revenue Fund Budget for the fiscal year ending April 30, 2026 – Rini/Benard** moved that the Board **approve the proposed 2025-2026 Special Revenue Fund Budget as presented.** The motion passed with a roll call vote.

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

Benard asked what would happen to the Special Revenue fund once the Endowment Fund is fully funded. The Special Revenue Fund will be exhausted before funds are distributed from the Endowment Fund.

**D. Approval of the Long Range Financial Plan for Capital Expenditures for the year ending April 30, 2026 –Potts/Wilson moved that the Board approve the proposed 2025-2026 Financial Plan for Capital Expenditures as presented. The motion passed with a roll call vote.**

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

**VIII. NEW BUSINESS - There was no New Business to come before the Board.**

**IX. STAFF REPORTS**

**A. Recreation – Superintendent Jorie Meyer reported:**

- Twelve participants and three staff members went to San Diego for Spring Break. They stayed at a fantastic B&B which was safer than staying at a hotel. Parents get a respite when they have trips.
- WDSRA hosted a swim meet on March 22 at West Chicago High School with 150 swimmers. The highlight was the fire alarm going off and having to evacuate all the swimmers.
- Rec & Roll registration was held in February. They have expanded to a third day at Winfield and are moving towards a fourth day.
- Visits to transition services were held across the districts and that has generated a lot of interest in Rec & Roll.
- Athletic Supervisor Macey Horbach moved to Atlanta. The new supervisor starts in 2 weeks.

**B. Inclusion and Risk Management – Superintendent Tammy Kerrins reported:**

- All Inclusion supervisors are meeting with staff at the districts, looking at which participants need support and at what level.
- Summer hiring is in full swing. WDSRA is hosting its own job fairs this year, one on April 8 at WD and one on April 14 in Naperville.
- New mandatory training has been developed for part-time staff to ensure they are familiar with all of the job requirements.

**C. Communications and Development – Superintendent Lea Jackman reported:**

- Thank you to everyone for support of the Bash. Approximately \$190,000 was netted and 5 new Possibilities Society members were signed up, which will bring in collectively \$55,000 over the next 5 years.
- Planning for the Charlie Long Golf Outing is in full swing, June 2 at Arrowhead. Start time has been moved up to 10:00 instead of noon. Cost will be \$225 per golfer due to increased costs. Registration goes live April 21.
- There are 2 Trustee openings on the Board.
- We have applied for 2 grants from DuPage County. Both are program related, one for Rec & Roll and one for Day Camps.
- Sherry Manschot continues to do a great job with marketing and public relations.
- Planning has started for the 2026 Bash and the 50<sup>th</sup> anniversary. We look to have the Endowment Fund fully funded in 2026.

**X. Annual Meeting Items –**

**A. Designation of Association General Counsel - Andrew Paine, Tressler, LLC**

**B. Selection of Chairman of the Board & Officers for 2024-2025**

Chairman, Gina Radun, West Chicago Park District  
Vice Chairman, Mike Benard, Wheaton Park District  
Treasurer, Natalie Principe, WDSRA  
Secretary, Dan Leahy, WDSRA

**C. Selection of Meeting Dates for the Year**

June 12, 2025  
August 14, 2025  
October 9, 2025  
December 11, 2025  
February 12, 2026  
March 12, 2026  
April 9, 2026

**D. Selection of Auditors for 2024 – Lauterbach & Amen, LLP (1<sup>st</sup> year of 3-year agreement)**

Benard/Potts moved to **approve all items on the Annual Meeting Agenda**. Motion passed by roll call vote.

Yes	Bloomingtondale Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

**XI. Closed Session:**

Bower/Thommes moved to go into Closed Session at 2:34 pm in accordance with 5ILCS 120/2(c)(1) For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Motion passed by roll call vote.

Yes	Bloomingtondale Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

The Board returned from Closed Session at 3:17 pm. Roll Call

Yes	Bloomingtondale Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini

Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

**XII. Action resulting from Closed Session – Potts/Thommes moved to approve a 5% pay raise over current salary for Executive Director Dan Leahy. Motion passed with a roll call vote:**

Yes	Bloomington Park District	Joe Potts
Yes	Carol Stream Park District	Sue Rini
Yes	Glen Ellyn Park District	Dave Thommes
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	Tom Bower

**XIII. Adjournment:** Potts/Rini moved that the Board adjourn at 3:18 pm. Motion passed unanimously with a voice vote.

Respectfully submitted,



Dan Leahy, Board Secretary