

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON JANUARY 18, 2022 AT 9:30 A.M. AT THE LINCOLN WAY SPECIAL RECREATION CENTER, 1900 HEATHER GLEN DRIVE, NEW LENOX, ILLINOIS.

General Functions

Call to Order: President Kelly called the meeting to order at 9:30 a.m.

Pledge of Allegiance: All present recited the Pledge of Allegiance.

Roll Call: Roll was taken and those present were:
Jay Kelly, Executive Director, Manhattan Park District
Audrey Marcquenski, Director, Frankfort Square Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Kelly LaMore, Park Manager, Peotone Park District
Gina Hassett, Executive Director, Frankfort Park District
Kirsten VanDuyne, Executive Director, Wilmington Island Park District
Greg Vitale, Executive Director, Mokena Park District
Absent: None

Others present were: Keith Wallace, Executive Director; Melissa Jensen, Superintendent of Recreation; Angelo Garcia Registrar; and Elizabeth Wagman, LWSRA Attorney.

Guests: None

Public Comments: None

Treasurer's Report

A. December 31, 2021 Treasurer's Report – President Kelly asked for a motion to accept the December 31, 2021 Treasurer's Report.

Commissioner Hassett moved to accept the December 31, 2021 Treasurer's report as presented and Commissioner Marcquenski seconded the motion. A roll call vote was taken.

*Ayes: (7) Lewis, Vitale, Marcquenski, Hassett, VanDuyne, LaMore, Kelly
Nays: (0)
Abstain:(0)
Absent: (0)*

Motion Carried

Payment of Bills President Kelly asked for a motion to approve the Payment of the Bills in the amount of \$109,931.90 which may include lodging and travel. Executive Director Wallace said that staff is moving to get more of the financials electronically to make it smoother soon.

Commissioner Vitale made a motion to approve the payment of the bills as presented and Commissioner Lewis seconded the motion. A roll call vote was taken.

Ayes: (7) Lewis, Vitale, Marcquenski, Hassett, VanDuyne, LaMore, Kelly

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Special Guests: None

Communications: None

Consent Agenda:

- A. Approval of the Regular Meeting Minutes of December 21, 2021. President Kelly asked for a motion to approve the minutes.

Commissioner Hassett made a motion to approve the Regular Meeting Minutes of December 21, 2021 as presented and Commissioner Vitale seconded the motion. A roll call vote was taken.

Ayes: (7) Lewis, Vitale, Marcquenski, Hassett, VanDuyne, LaMore, Kelly

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Staff & Committee Reports

1. DIRECTOR’S REPORT

- a. Power DMS – The policy manual is loaded into the system and tasks and updating will be assigned in the next few months.
- b. Donations, Fund Raising, Grants, Marketing, Outreach & PR – The reports were included in the packets for the Board’s review.
- c. Foundation – The meeting was held on December 9th.
- d. Staff Vaccines and Testing – A memo was in the Board’s packets. The staff started to discuss with legal and PDRMA. This has been tabled until further clarification by the State on what can and cannot be required. When LWSRA can proceed, staff will work with CrisisGo system to implement submissions and tracking. Talks with the high school have been held about testing staff. Discussion was held.

2. FACILITY FOREMAN – John’s report was included in the Board’s packets. Preventative maintenance was performed throughout the building.

3. SUPERINTENDENT OF RECREATION – Melissa Jensen told the Board that programs are starting up in the new year and the numbers are very good especially in the younger groups. The Grinch events raised approximately \$11,000. She asked if there were any questions regarding the reports that were included in the Board’s packets.

Commissioner Kelly inquired if there were any staffing problems. Melissa reported that there were several positive Covid cases among staff, but everyone was covering for those who were out.

Finance/Personnel –

- a. Audit – It is almost done. Keith has been assisting the Foundation to finish up their part. The draft audit will be ready for February or March for the Finance Committee to review.
- b. Recreation Specialist Memo – Several candidates have been interviewed. An offer has been made to Jake Williams, a 2-time Para-Olympian. He needs to relocate to the area and will start on January 24th. He brings a wealth of experience to Adaptive Sports.

Facilities Planning –

- a. Building Expansion – No update. Keith did let the Board know that the Leigh Creek South Park was highlighted in the *New Toy Magazine*. It is the 2022 Play Catalog. Commissioner Lewis stated that the park gets a lot of use and PR. Discussion was held on the relocation of the ballfield and turning the existing one into a parking lot if the building is expanded. Also hosting tournaments and the logistics was discussed.

Old Business

- a. Resolution #21-4 Fund Balance Policy –Tabled. A Fund Balance Policy already exists. He shared the changes with the committee and it will be on a future agenda.

Executive Session None

New Business

- a. Resolution #22-01 Appreciation of service: State Senator and United States Congressman Harris W Fawell XI. - The resolution was read in its entirety. Keith explained that the Senator had died recently and he was instrumental in passing the legislation that enabled and promoted the formations by park districts and municipalities to establish SRAs for special needs children and adults throughout the State. He also sponsored other legislation that established donations by developers to park districts and funding for the SRAs. The resolutions passed by park districts throughout Illinois will be presented to the family of the Senator at the IAPD/IPRA Conference next week. President Kelly asked for a Motion.

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Commissioner Hassett moved to approve Resolution #22-01 as presented and Commissioner Marcquenski seconded the motion. A roll call vote was taken.

Ayes: (7) VanDuyne, LaMore, Lewis, Marcquenski, Hassett, Kelly, Vitale

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

Director/Commissioner Comments

Executive Director Wallace said it is budget soon. He thanked staff and said he appreciates legal and PDRMA for their advice to help LWSRA keep their doors open. Covid mitigations require changes daily and the building still stays pretty full. Staff is staying on top of things and he thanked the commissioners for taking his calls and giving advice when he needs it.

Commissioner Lewis said staff should keep doing the good work and they are doing an excellent job with all of it. He went on to say that the NLPD was contacted by an individual who complained about the Grinch events not accommodating everyone. He said that it also would apply to the Bunny Breakfast and what plans that might be made for it. He went over the points that the individual made and noted that they didn't even mention that LWSRA actually did make accommodations for their participation. He cited that the swing in Leigh Creek South was also a complained about, but it is ADA compliant so there is nothing to be done. The individual also compared that some of the strict mitigations that are in place for LWSRA were not being done elsewhere that the participant attends. Commissioner Lewis pointed out that the private business the individual attends is not covered by the same mandates as LWSRA is. And some schools do not follow the mandates. Discussion was held. Commissioner Lewis feels that LWSRA has gone above and beyond in trying to accommodate people within the scope of the laws.

Commissioner Vitale said the staff should keep up the good work. If other commissioners are going to the IAPD/IPRA Conference, he hopes to see you there. He told everyone to stay safe.

Commissioner LaMore said she was looking forward to going to the conference. She thanked everyone for everything they do.

Commissioner Van Dwyne thanked everyone and said whenever she reaches out to staff they give her more information than she knew she was asking for. She really appreciates it. This is her first sonference and she is excited to go.

Commissioner Marcquenski said thank you so much for your continued efforts and she really appreciates it. She said she had an awesome meeting with Melissa and Nadine and was happy that they are already planning ahead for the summer. Kudos to the staff and it is fun to be along for the ride.

Commissioner Hassett thanked the staff for the help with a program and their patience.

Commissioner Kelly said thank you to the staff. He hopes everyone had a good holiday season. He is looking forward to the conference. He will see everyone down there.

Keith invited the commissioners to meet the new IPRA Director and to join for a staff dinner. Discussion was held on the logistics of attending.

Adjournment

President Kelly asked for a motion to adjourn the Regular Meeting.

***Commissioner Hassett so moved and Commissioner Vitale seconded the motion.
Upon a voice vote, all voted Aye. The meeting adjourned at 10:11 a.m.***

Respectfully submitted by
Mary T. Strand, Recording Secretary