

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON AUGUST 20, 2024 AT 9:30 A.M. AT THE LINCOLN WAY SPECIAL RECREATION CENTER, 1900 HEATHER GLEN DRIVE, NEW LENOX, ILLINOIS

I. General Functions

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

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

Roll Call: Roll was taken and those present were:
Audrey Marcquenski, Director, Frankfort Square Park District
Jay Kelly, Executive Director, Manhattan Park District
Gina Hassett, Executive Director, Frankfort Park District
Kelly LaMore, Park Manager, Peotone Park District
Greg Vitale, Executive Director Mokena Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Kirsten VanDuyne, Executive Director, Wilmington Park District

Absent: Renee Chavez, Executive Director, Crete Park District

Others present were Keith Wallace, Executive Director; Tom Kraus, Office Manager; John O’Driscoll, LWSRA Attorney; Melissa Daybell, Administrative Asst.; and Mary Strand, Recording Secretary.

Special Guests: None

II. Public Comments: None

III. General Functions (continued)

- 1. Treasurer’s Report – President Marcquenski asked for a motion to accept the July 31, 2024 Treasurer’s Report.

Board member Hassett moved to accept the July 31, 2024 Treasurer’s report and Board member Lewis seconded the motion. A roll call vote was taken.

Ayes: (6) Lewis, Kelly, Hassett, Vitale, LaMore, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (2) Chavez, VanDuyne,

Motion Carried

- 2. Payment of Bills:
 - A. President Marcquenski asked for a motion to approve the Payment of the Bills in the amount of \$233,617.85 which may include lodging and travel.

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

Ayes: (6) Kelly, Hassett, Vitale, Lewis, LaMore, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (2) VanDuyne, Chavez,

Motion Carried

- 3. Special Guests: None
- 4. Communications: None

IV. Consent Agenda:

- 1. Approval of Regular Meeting Minutes of July 16, 2024.

Board member Hassett made a motion to approve the Consent Agenda as presented and Board member Kelly seconded the motion. A roll call vote was taken.

Ayes: (6) Kelly, Lewis, Hassett, Vitale, LaMore, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (2) VanDuyne, Chavez

Motion Carried

V. Staff & Committee Reports

Executive Director –

- a. Foundation – LWSRF Golf Outings went well. The total amount raised will be available later this week. They are staying busy doing things to benefit the organization. Board Member Lewis noted that when plans are starting to be made for the 2025 Golf Outings at Sanctuary, he needs to be involved. He received pushback from his commissioners about the outing 50/50 fund raiser. There was a company that sponsored Beat the Pro. Discussion was held.
- b. Donations - See the Kindful Report for a full list of donations for the month which totaled \$7,300. Two highlights that are not on the Kindful report are, \$30k from the Aileen S. Andrew Foundation for sensory Bus and \$5k from Karen Eisenbart for Sensory Garden. A parent will rehab the bus. They will be on the report next month.
- c. Grants -
- d. Audit – Fieldwork for the audit will begin on October 14th.

(Kirsten VanDuyne joined the meeting at 10:40 a.m.)

- 1. **Facility Maintenance Supervisor** – Report in the Board’s packets. Gym floor will be waxed. A final walk with Kuypers Brothers, Inc., regarding the replacement of the concrete pad in the LWSRC parking lot, took place on Wednesday, July 24th. Barring weather-related delays, work began the week of August 19th and should be done next week. Seal Coating the trail was discussed.
- 2. **Office Manager/Support Services** – Report in the Board’s packets. Tom did a fine job getting the programs online with the finances. He transitioned from American Express to Mastercard. Fall

registration is ongoing. Several programs have waitlists and staff are assessing if we are able to accommodate additional participants.

- 3. **Superintendent of Recreation** – Melissa Jensen’s report was in the packets.
 - a. Staff and Safety –The staff will be developing our 2024 SMART goal with PDRMA. This year will transition a chunk of in-person trainings to be in the online Paycom Learning Center. Staff will be finalizing everything in September.
 - b. Inclusion – Nadine’s report showed 17 Intake meetings for the month. Community Outreach – PE Takeover was held in New Lenox August 19th and the first one was done in Mokena recently. LWSRA has done several parades during the summer.
 - c. Manager of Recreation-
 - 1. Transportation –
 - 2. Teen, Adult, After School & Titans –
 - 3. Special Olympics – Illinois State Tennis Tournament: 8/17/2024 and 8/18/2024
 - 4. Adapted Sports – Softball team took 4th place in the tournament in Omaha. A Ski Day was held in August. Mak started a Workout Wednesday at The Oaks in Mokena.
 - 5. Youth, Special Events, and Virtual – Golf, Bowling and Softball all in various stages of activity and competitions. Tami thanked all of the summer staff for their efforts with Summer Camp.
 - 6. Marketing & Public Relations –
 - 7. Transportation – Bus #1 is currently at Rendels for mechanical work. Hopefully the Transit vehicles will be delivered soon.

VI. Finance & Personnel - None

VII. Facilities Planning - WeGo Swing has arrived. An individual who previously had issues with LWSRA has formed a Foundation that held an Awareness event at the Leigh Creek South Park. Mayors, Schools, Police and Fire personnel were in attendance. There was a food truck too. Keith took a negative with the individual and flipped it to the other side. Another individual wanted his sons name on the swing.

VIII. Old Business – None

IX. Executive Session - None

X. New Business - None

XI. Director/Board member Comments

Executive Director Wallace said things are going smooth. Renee came to the end of year camp session. He thanked the Board members for their support and told them to not hesitate to contact him if there is anything they need.

Board member Kelly said it was an awesome summer camp. Keep up the good work.

Board member Hassett said staff enjoyed having Day Camp at the Founders Center. There were a few hiccups with the AC, but they were very patient and it was nice to have them. She requested that Tom send the brochure to all Board members electronically. Tom will send a link for each District to put on their website that will always have the latest brochure.

Board member LaMore said congratulations to everyone on a great summer.

Board member Lewis said that Mak and Melissa did a great job and came out to the event held to introduce the WeGo Swing and they went above and beyond. He said regardless of some of his negative comments on the Golf Outing, the staff was awesome. Nadine did a great job.

Board member VanDuyne this was the first time we had an inclusion aide at our Summer Camp and we got to work with LWSRA staff. She said she appreciated working with someone who understands how to work with individuals to include them in everything. It was a wonderful summer and she appreciated getting work with some of the services offered.

Board member Vitale said he is looking forward to going through the program guide. Keep up the good work.

Board member Marcquenski said thank you for a good summer and enjoyed have the program at the Nature Center. The brochure looks good with content and visually its bright and colorful. She said her group had a lot of fun at the golf outing and dinner was great

XII. Adjournment – President Marcquenski asked for a motion to adjourn.

Board member Hassett moved to adjourn the meeting and Board member Vitale seconded the motion. Upon a voice vote, all voted Aye. The meeting adjourned at 10:01 a.m.

Respectfully submitted by

Mary T. Strand, Recording Secretary