

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON APRIL 15, 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 9:31 a.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
Gina Hassett, Executive Director, Frankfort Park District
Greg Vitale, Executive Director Mokena Park District
Greg Lewis, Executive Director, New Lenox Community Park District
Kelly LaMore, Park Manager, Peotone Park District
Jay Kelly, Executive Director, Manhattan Park District
Kirsten VanDuyne, Executive Director, Wilmington Park District
Andy Biesterfeld, Crete Superintendent of Parks & Planning

Absent: None

Others present were Keith Wallace, Executive Director; Melissa Jensen, Superintendent of Recreation; Megan Olson, LWSRA Attorney; Tom Kraus, Office Manager; 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 March 31, 2025 Treasurer’s Report.

Board member Hassett moved to accept the March 31, 2025 Treasurer’s report and Board member Lewis seconded the motion. A roll call vote was taken.

*Ayes: (8) Kelly, Hassett, Lewis, Vitale, VanDuyne, Biesterfeld, LaMore, Marcquenski
Nays: (0)
Abstain:(0)
Absent: (0)*

Motion Carried

- 2. Payment of Bills:
 - A. President Marcquenski asked for a motion to approve the Payment of the Bills in the amount of \$162,340.58 may include lodging and travel.

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

Ayes: (8) Kelly, VanDuyne, LaMore, Hassett, Biesterfeld, Lewis, Vitale, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

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

IV. Consent Agenda:

- 1. Approval of Regular Meeting Minutes of March 18, 2025. President Marcquenski asked for a motion.

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

Ayes: (8) VanDuyne, LaMore, Biesterfeld, Hassett, Kelly, Lewis, Vitale, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

V. Staff & Committee Reports

Executive Director –

- a. Staff – Keith said that he and the staff were very sad that Nadine is leaving. They will be doing next steps this week to determine reassigning her duties and hiring a replacement. Later today discussions will be held on what criteria will be used to replace her.
- b. Foundation – The Bunny Breakfast is April 19th and the first Golf Outing is July 11th.
- c. Donations - The Kindful Report is included in the Board’s packets showing the months donations. There was an \$18,000 donation from Justin Hillman towards a Adaptive Gaming Program (e-sports). He works for LWSRA and will get the program running. Melissa is doing 50 intakes. There was a lot of media coverage on the Nationals.
- d. Grants – No update.
- e. Distinguished Agency – Tracey Crawford has been assigned as our mentor. Darlene is helping with the DA process to make sure policy and procedures are in place as well as HR items.
- f. Sensory Garden – The sign, Hero’s Village, is up.
- g. Sensory Bus –No update.
- h. 2025-26 Officers and Committee Assignment Review and discussion – If a Board member wants to change the rotation for being an officer let Keith know. Committee assignments will be changed as well. Keith will update the assignments and it will be on the May agenda. Discussion was held.
- i. NRPEMS Equity Summit – Keith attended April 7-9. It was a really good conference. Great speakers. We need to be more proactive to protect ADA funding.

j. Legislative Conference April 29 -30, 2025 – He said thanks to New Lenox for getting the conference together.

1. **Facility Maintenance Supervisor** – Report in the Board’s packets.
2. **Office Manager/Support Services** – Report in the Board’s packets.
3. **Superintendent of Recreation** – Melissa Jensen’s report was in the packets. She said that Emily, Tom and her have been picking up Nadine’s duties so it has been very busy. Going forward the Intake report will be included on Melissa’s report. Melissa has talked to Districts about training their staff and would like to schedule
 - a. Staff and Safety -
 - b. Inclusion –
 - c. Part Time Staff – applications and interviews for summer employment are underway.
 - d. Athletic Supervisor
 1. Adapted Programing – Congratulations to the D2 team at Nationals. Discussion was held to honor the team was held. A Resolution or Proclamation was suggested.
 - e. Manager of Programs
 1. Teen, Adult, After School, and Titans
 2. Youth, Special Events, Summer Camp, Early Childhood - Hawks and Junior Hawks Swim Teams will have 4 juniors qualified for State.
 - f. Manager of Athletics
 1. Transportation & Safety
 2. Facility Rentals
 3. Special Olympics –

VI. **Finance & Personnel** – None

VII. **Facilities Planning** – None

VIII. **Old Business** – None

IX. **Executive Session** – None

X. **New Business** –

a. Resolution #25-02 A Resolution approving Disposal of Certain Records by LWSRA. President Marcquenski asked for a motion to approve.

Board member Lewis made a motion to approve the changes to the Policies to the Personnel Handbook as presented and Board member Vitale seconded the motion. A roll call vote was taken.

Ayes: (8) Hassett, LaMore, Biesterfeld, VanDuyne, Kelly, Lewis, Vitale, Marcquenski

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

XI. **Director/Board member Comments**

Executive Director Wallace said that House Bill 1788 has passed. It gives Park Districts extra points for OSLAD. It would help in designing universal designs. It would define it.

Board member Biesterfeld said to keep up the good work. He said to look at the work load when hiring for a position to make sure no one is being pushed too hard.

Board Member Kelly said congratulations to the championship. All the hard work at LWSRA is looking great. He is looking forward to having summer camp in Manhattan. The Round Barn restoration is starting this week and will continue for the next year. The OSLAD Grant of Ivanhoe Park has just gone out to bid. He also said he would schedule Keith to talk to his Board as well.

Board Member Hassett said congratulations to the team. She also congratulated Board member Andy Biesterfeld for being officially named Executive Director of Crete PD. FPD Fort Frankfort has been taken down and will be replaced with a 95% universal playground. It should be finished by Labor Day. She informed the Board that FPD is exploring the possibility of building a Recreation center. An Open House will be held to determine what plans will be taken to referendum in the fall of 2026.

Board member VanDuyne said congratulations to the team and staff on the championship. She said good job working together to fill Nadine's shoes. She thanked Melissa for coming out to train staff for summer camp. They appreciate it.

Board member LaMore said for the first time Peotone will have a summer camp. She would like to partner with somebody to work on Intragovernmental Agreements for schools and the Village.

Board member Vitale said best of luck at the Bunny Breakfast. He might reach out to Keith to discuss LWSRA at a Board Meeting. The Yunker Barn Farm reconstruction is almost done.

Board member Lewis congratulated Keith and the D@ team. Water Chase Park is complete and will open in June. Sharon's Bay Park will begin soon and he would like feedback on installers from the other districts. He praised Amy for all her help in developing an article for IAPD Magazine. He noted that IGAs are being worked on with the Village of New Lenox on the sports complex. NLPD will be on the ballot to pass an increase in the corporate fund in 2026. He discussed IAPD involvement.

President Marcquenski said congratulations on the trophy.

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

Board member Hassett moved to adjourn the meeting and Board member LaMore 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