

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON DECEMBER 16, 2025 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 Vitale called the meeting to order at 9:30 a.m.

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

Board member Hassett moved to make Board Member Lewis pro tempore president and Board member LaMore seconded the motion. A roll call vote was taken.

Ayes: (5) Kelly, Hassett, LaMore, Marcquenski, Lewis

Nays: (0)

Abstain:(0)

Absent: (3) VanDuyne, Biesterfeld, Vitale

Motion Carried

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

Others present were Keith Wallace, Executive Director; John ODriscoll, LWSRA Attorney; Melissa Jensen, Superintendent of Recreation; 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 Vitale asked for a motion to accept the November 30, 2025 Treasurer’s Report.

Board member Hassett moved to accept the November 30, 2025 Treasurer’s report and Board member Lewis seconded the motion. A roll call vote was taken.

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

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

- 2. Payment of Bills:
 - A. President Vitale asked for a motion to approve the Payment of the Bills in the amount of \$196,758.60 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, Hassett, LaMore, Marcquenski, Lewis, VanDuyne, Biesterfeld, Vitale
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 November 17, 2025. President Vitale asked for a motion.

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

Ayes: (5) Kelly, Hassett, LaMore, Marcquenski, Lewis,
Nays: (0)
Abstain:(3) VanDuyne, Biesterfeld, Vitale
Absent: (0)

Motion Carried

V. Staff & Committee Reports

Executive Director –

- a. Foundation – The foundation launched the Giving Tuesday campaign. They were hoping to raise an additional \$10,000 with their fundraising efforts, but raised \$2,300. The members will meet with staff to help make some organizational changes.
- b. Donations - The Kindful Report is included in the Board’s packets showing the months donations of \$6,075. Keith noted that BDI Playhouse Therapy Duathlon donated \$2,000 to the Recreation Fund. The K of C donated a total of \$3,395 to the Hero’s Village Sensory Garden and the Financial Assistance program. The Wilson Family donated \$2,500 to assist adapted families with hardships. The New Lenox Lions will fully support another shed. Keith got a request to send the Sensory Bus to Florida but will decline.
- c. Grants – Staff was notified that LWSRA was awarded a NRPA Grant of \$2000 this grant will assist the wheelchair basketball tournament showcase diversity through inclusion.
- d. Heroes Village Sensory Garden – We also were notified by the New Lenox Lions club that they will be supporting a custom shed for Heros Village this shed will focus on visual impairments.

We also will be submitting for the 2026 Will County Mental Health board for the second phase of the Village. In addition Operation Playground donated \$2,000.

- e. Sensory Bus – The new bus is at Terry Coon RV.
 - f. Distinguished Agency Accreditation - We are waiting for a new mentor for the project. In the meantime, we are working on gathering all the legal items needed to submit.
1. **Marketing Coordinator - Jordan Desiderio** – The report is in the Boards’ packets.
 - a. Social media -The top reporting post from November was Keith & The Grinch. Discussion of an expanded report of the social media stats was held.
 - b. Brochure – It is live on the web site.
 2. **Inclusion and Outreach Supervisor - Emma Kreitz** – Report is in the Boards’ packets. Keith said that staff is trying to figure out how to be more productive and powerful with the team that is in place.
 3. **Facility Maintenance Supervisor** – Report in the Board’s packets.
 4. **Office Manager/Support Services** – Report in the Board’s packets.
 5. **Superintendent of Recreation** – Melissa Jensen’s report was in the packets. The Family Holiday Party was the largest yet. She said everything is going well and it is great to have a full team.
 - I. Staff and Safety -
 - II. Part Time Staff – Their party is tomorrow and some awards will be given out to help motivate the staff to do their best.
 - III. Intakes –
 1. Manager of Programs
 - a. Rentals
 - b. Transportation
 - c. Teen and Adults Programs & Events
 - d. Titans Recreation Club
 - e. Athletic Programs –
 - i. Volleyball -
 - ii. Basketball – There are 9 Basketball teams and 9 Wheelchair Basketball teams. LWSRA hosted a tournament this past weekend. The Hawks garnered three gold medals, a silver medal and one fourth place. The Juniors received a silver medal.
 2. Manager of Programs –
 - a. Student Internships
 - b. Youth and Hawkings Programs
 3. Adaptive Supervisor
 - a. Adaptive Sports and Events
 4. Program Supervisor
 - a. Club Hawk After School Care

VI. Finance & Personnel – None.

VII. Facilities Planning – None

VIII. Old Business – None

IX. Executive Session - None**X. New Business –**

- a. Approval of the 2026 Board Meeting Schedule – President Vitale asked for a motion to approve the 2026 Board Meeting Schedule. President Vitale noted that March 10th is the date changed due to elections in March.

Board member Hassett made a motion to approve the 2026 Board Meeting Schedule as presented and Board member Marcquenski seconded the motion. A roll call vote was taken.

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

Nays: (0)

Abstain:(0)

Absent: (0)

Motion Carried

XI. Director/Board member Comments

Attorney O’Driscoll commented that villages adding construction should be notifying the park districts in order that they capture the taxes due them. He also let the Board members know that they can abstain from voting any time.

Executive Director Wallace said LWSRA is expanding the day program to Crete on Wednesdays and Fridays.

Board Member Van Duyne told everyone they are doing a great job. She said Happy Holidays and she hopes they get to enjoy this busy time.

Board member Lewis said Happy Holidays. Ten, the IAPD chairman will have the reception Friday night. It will conflict with South Suburban and an invitation will be sent to all through the mail. Please let him know if you will attend. There will be a suite as well. Snow removal is being discussed by staff. Discussion was held.

Board Member LaMore said Happy Holidays. She will be a grandma in a few weeks. The Park District is doing well. Her event with the Grinch on Saturday went really well and a blast was had by all. She is looking forward to Story Time with Santa with 70 people planning on attending.

Board Member Biesterfeld said that Crete did a 5-week Civic University to educate the community on what each taxing body does. He said Happy Holidays.

Board Member Hassett said Happy Holidays. She was at the South Suburban meeting last week. IPRA registration is down overall and she encouraged everyone to register asap.

Board member Marcquenski said Merry Christmas and Happy Holidays. She said the brochure looks great and likes the then and now theme and photos. She asked about the Takeover in Matteson and wanted to know what it involved.

Board member Kelly said Happy Holidays and he hopes the staff will take time off to enjoy. Winterfest was last Friday with the Grinch and Breakfast with Santa on Saturday. Both were well attended.

Board Member Vitale apologized for missing the last meeting. He wished all a Happy Holidays and encouraged all to enjoy time with their family and friends.

XII. Executive Session - None

XIII. Adjournment – President pro tempore Lewis asked for a motion to adjourn at 9:54 a.m.

Board member Hassett moved to adjourn the meeting and Board member Lewis seconded the motion. Upon a voice vote, all voted Aye. The meeting adjourned at 9:54 a.m.

Respectfully submitted by

Mary T. Strand, Recording Secretary