

MINUTES OF THE LINCOLNWAY SPECIAL RECREATION ASSOCIATION REGULAR BOARD MEETING HELD ON JUNE 16, 2026 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.

Roll Call: Roll was taken and those present were:
Greg Vitale, Executive Director Mokena Park District
Kirsten VanDuyne, Executive Director, Wilmington Park District
Audrey Marcquenski, Director, Frankfort Square Park District (joined at 9:37 a.m.)
Greg Lewis, Executive Director, New Lenox Community Park District
Shannon Forsythe, Deputy Director, Manhattan Park District
Kelly LaMore, Park Manager, Peotone Park District

Absent: Andy Biesterfeld, Executive Director, Crete Park District
Gina Hassett, Executive Director, Frankfort Park District

Others present were: Melissa Jensen, Superintendent of Recreation; Tom Kraus, Office Manager; Megan Olson, LWSRA Attorney; 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 May 31, 2026 Treasurer's Reports.

Board member Lewis moved to accept the May 31, 2026 Treasurer's report and Board member Kelly seconded the motion. A roll call vote was taken.

Ayes: (5) LaMore, Lewis, VanDuyne, Kelly, Vitale

Nays: (0)

Abstain:(0)

Absent: (3) Hassett, Marcquenski, Biesterfeld

Motion Carried

2. Payment of Bills:

- A. President Vitale asked for a motion to approve the May 31, 2026 Payment of the Bills in the amount of \$196,741.58 which may include lodging and travel expenses.

Board member LaMore made a motion to approve the payment of the May 31, 2026 bills as presented and Board member Kelly seconded the motion. A roll call vote was taken.

Ayes: (5) LaMore, Lewis, VanDuyne, Kelly, Vitale

Nays: (0)

Abstain:(0)

Absent: (3) Hassett, Marcquenski, Biesterfeld

Motion Carried

3. Special Guest: None

4. Communications: None

IV. Consent Agenda:

1. Approval of Regular Meeting Minutes of May 19, 2026. President Vitale asked for a motion.

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

Ayes: (5) LaMore, Lewis, VanDuyne, Kelly, Vitale

Nays: (0)

Abstain:(0)

Absent: (3) Hassett, Marcquenski, Biesterfeld

Motion Carried

V. Staff & Committee Reports

1. Executive Director –

- Grants – Keith met with the Grant Seekers to review and discuss priority items that we would like to pursue for future grant opportunities. The main focus this year will be completing Hero's Village. The Grant Ask Wish List was included in the Board's packets for their review. Discussion of Grant Seekers was held.
(Board member Marcquenski joined at 9:37 a.m.)

- a. Donations & Fundraising

- i. Marketing Supervisor –

1. Sponsorships, Fundraising, Grants –
2. Donations - The Kindful report for May was attached for review.
3. Brochure, Website
4. Foundation – The Golf Outing has only a few spots open. Emily has left LWSRA and joined the Foundation. Current staff is just absorbing her duties for the time being.
5. Sensory Garden – Heroes Village –
6. Sensory Bus Update – Sensory Garden-Hero's Village - The planning committee met with Wight & Company on June 4 to review the final plans for Phase 2 of Hero's Village. Wight & Company assisted with putting everything together for the bidding process. The attachments for Phase 2 plans and projected budget for additional details were included in the Board's packets. There will be private donors as well.

7. The second sensory bus has arrived and will be placed into rotation very soon. We are excited to have this additional resource available to support our participants, families, and community partners.
 8. Cleaning service – Melissa said a new service will be contracted with for three days a week. Service Master is the company. Discussion of the robot cleaners was held.
 - ii. Outreach & Inclusion Supervisor – Report was in the Board’s packets.
 1. Outreach -
 2. Inclusion –
 - iii. Facility Manager - Report was in the Board’s packets.
 - iv. Office Manager - Report was in the Board’s packets.
2. Superintendent of Recreation – Melissa Jensen told the Board that that week three of Camp is underway and Staff is doing an excellent job. Teen camp doubled in size from last year and there are 70 camp counselors.
 - a. Staff Intakes and Safety –
 - i. Manager of Programs -
 1. Teens and Adults, Transportation, Rentals
 - ii. Manager of Programs - Report was in the Board’s packets.
 1. Hawkings and Youth –
 - iii. Program Supervisor - Report was in the Board’s packets.
 1. Adaptive –
 - iv. Program Supervisor - Report was in the Board’s packets.
 1. After school and general

VI. Finance & Personnel – None

VII. Facilities Planning – None

VIII. Old Business – None

IX. New Business –

- a. Motion to approve the LWSRA FOIA/OMA Officers
Board member LaMore made a motion to approve the FOIA/OMA Officers as presented and Board member Marcquenski seconded the motion. A roll call vote was taken.

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

Nays: (0)

Abstain:(0)

Absent: (2) Hassett, Biesterfeld

Motion Carried

X. Executive Session – None

XI. Director/Board member Comments

Melissa Jensen thanked the Board members for working with the staff with all the requests for inclusion. Board member Kelly said Keep up the good work and have a safe and enjoyable summer.

Board member Lewis said thank you to LWSRA for Picnic in the Park. He said that FOIA should include every employee to be eligible. Tom said they wanted designation of individuals approved via the Board's vote to satisfy the accreditation policy.

Board member LaMore said she is looking forward to a great summer and the Sneaker Ball. She told everyone to have a great summer.

Board member Marcquenski apologized for being late and regretted that her District miss an opportunity to have the Sensory bus out by them last week. She hopes all goes well for everyone and that they stay safe with the recent and upcoming storms.

Board member VanDuyne said she is excited to have the Sensory Bus come to her District's Farmer's Market and the weather looks good for it.

Board Member Vitale said he is looking forward to see all at the Sneaker Ball and the Golf Outing.

XII. Adjournment – President Vitale asked for a motion to adjourn at 9:49 a.m.

Board member Kelly moved to adjourn the meeting and Board member LaMore seconded the motion. Upon a voice vote, all voted Aye. The meeting adjourned at 9:47 a.m.

Respectfully submitted by

Mary T. Strand, Recording Secretary