

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

JULY 14, 2016

- I. **Call to Order:** President Cindy Szkolka called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on July 14, 2016 at the Oakbrook Family Recreation Center, 1450 Forest Gate Road in Oakbrook, Illinois. A Quorum was present.

Roll Call: Board Members present: Jim Pacanowski, Burr Ridge; Sharon Peterson, Countryside; Cindy Szkolka, Elmhurst; Matt Russian, Pleasant Dale; Jim Berg, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center.

Absent: Heather Bereckis, Hinsdale

Staff Present: Ray Graham Staff: Denise Rau (Director SLC/ECLC/SC) and Superintendent Ryan Cortez.

Visitors: None

Karen Spandikow, Oakbrook arrived shortly after meeting commenced

- II. **Open Forum:** Matt Russian announced that a voice recorder was present and that Gateway meetings will be recorded moving forward to comply with FOIA requirements.

- III. **Board Member Comments:** None

- IV. **Communications:** None

- V. **Omnibus Agenda:** After introduction and explanation by President Szolka, a motion was made by John Fenske, Willowbrook; to approve the Omnibus Agenda items A and B, specifically omitting item C to be discussed separately. Motion seconded by Jim Berg, Westchester.

A. Approval of June 2016 Regular Meeting Minutes

B. Approval of July 2016 Check Register

On a voice vote, the motion passed unanimously.

President Szolka noted that it appears Hinsdale has not made their first payment to Gateway as it is not listed in the July Treasurer's Report nor in the End of Year Financial Summary. This is possible due to Gina Hasset's departure and transition with new staff. President Szolka will follow-up with Hinsdale to locate payment.

A motion was made by Sharon Peterson, Countryside; to approve the June 2016 Treasurer's Report. Motion seconded by Jim Pacanowski, Burr Ridge.

- C. Approval of June 2016 Treasurer's Report

On a voice vote, the motion passed unanimously.

VI. Reports:

A. RGA Monthly Report: The monthly report was reviewed by Superintendent Cortez. Summer program numbers increased a bit in July and are looking good overall. Participation numbers seem to be climbing each month which is a great sign. A few open staff positions remain and a new hire is planning on starting soon. The staff is very excited about the delivery of the new vehicle. The fall brochure is scheduled for delivery at the end of July/early August. There has been continued communication and exchange of information with Mark from MacLean Webworks with creation of the new Gateway website. An emphasis on including "SRA" as part of the Gateway name is continuing so that the public can recognize us as 'Gateway SRA'. Jim Pacanowski noted that non-resident participation numbers have increased significantly. Superintendent Cortez commented that we have non-residents from surrounding communities participate because not all other SRA's allow non-residents to join.

VII. Old Business:

A. Vehicle Lease Update: As noted in the RGA Monthly Report, the vehicle was delivered the second week of June. Staff members are enjoying the new vehicle very much.

B. Archiving of Documents: Jim Pacanowski briefly reviewed the memo from Barb Gosselar. He will be identifying records we have from meetings over the last 18 months which may be required. Discussion followed including the thought of reaching out to the Local Records Office to solidify what documents need to be kept and for what length of time. Jim Pacanowski will be creating the brief description of 'who we are' (Gateway) as noted in item 4 of the memo.

C. MacLean Web Works Contract: Work is continuing with the development of the new website. The target time for launch is this fall. Superintendent Cortez has been working with her staff to decide the content and display of information. Discussion followed regarding creation of a new logo and one should be selected in the near future. The new website will have links to each individual agency that participates in Gateway SRA and each agency will also be able to have a link connecting participants to the new website.

D. Gateway Special Recreation Association Professional Legal Services Agreement-As the agreement with Mary Dickson was approved last month, President Szolka will be executing the document and returning to Ms. Dixon.

VIII. New Business: President Szolka mentioned that all members can forward requests/inquiries for any future new business to her so that it may be added to the agenda.

IX. Open Forum: None

- X. **Adjournment:** Scott Nadeau, York Center, made a motion to adjourn the meeting, seconded by Sharon Peterson, Countryside. Motion passed on a voice vote. Meeting adjourned at 3:25pm.