

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

JUNE 9, 2016

- I. **Call to Order:** President Cindy Szkolka called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:03pm on June 9, 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; Cindy Szkolka, Elmhurst; Heather Bereckis, Hinsdale; Karen Spandikow, Oakbrook; Matt Russian, Pleasant Dale; Jim Berg, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center.

Absent: Sharon Peterson, Countryside

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

Visitors: Mary Dickson, Bond-Dickson Attorneys at Law

- II. **Open Forum:** None
- III. **Board Member Comments:** None
- IV. **Communications:** None
- V. **Omnibus Agenda:** Motion made by Scott Nadeau, York Center; to approve the Omnibus Agenda and motion seconded by Jim Pacanowski, Burr Ridge.
- A. Approval of May 2016 Regular Meeting Minutes
 - B. Approval of June 2016 Check Register
 - 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 are looking good overall with good growth in summer camp registrations. Gateway will be able to accommodate more registrations with the expectation of the new vehicle arriving next week. There was review and discussion on the door to door transportation numbers. A question was raised regarding payment of the invoice for last year's door to door transportation and Superintendent Cortez will investigate to confirm if payment had been made. A few open staffing positions are available but this doesn't seem to present much a

concern as people are more inclined to work increased hours during the summer time. Work has begun on fall program brochure.

VII. Old Business:

In order to accommodate our guest, item VII. D. was moved to the first topic of Old Business.

D. Gateway Legal Counsel: Mary Dickson, Bond-Dickson Attorneys at Law, introduced herself to the board and reviewed her work with surrounding park districts. The fee for services would be \$185/hr. Minimal discussion followed with questions including; prior work with other SRA's, ADA, and populations with special needs as well as the possible legal needs of the board. With the board in agreement after discussion, it was decided that President Szkolka would contact Ms. Dickson in order to start preparing paperwork for officially retaining Ms. Dickson as legal counsel for Gateway.

A. Vehicle Lease Update: The vehicle is scheduled for delivery on Monday, June 13. The license plates, insurance, and all other vehicle requirements have been secured by RGA.

B. Archiving of Documents: Discussion occurred on the best way to proceed and whether that is to find out what is required for the board to retain versus what documents various board members have at their home agency. Jim Pacanowski will contact our retiring legal counsel to ascertain her advice on best practice and strategies moving forward.

C. MacLean Web Works Contract: Matt Russian reviewed his correspondence with Mark MacLean and previous questions regarding the proposed contract. There were three substantial questions/needs that need to be addressed moving forward. 1. Need to ensure that the new website can direct traffic to Gateway's existing registration page. 2. What administrative privileges/access will be granted and to whom? 3. Does the website set-up include a specific amount of time or could additional billable hours be required? A motion was made by Karen Spandikow, Oak Brook, to accept the contract as presented by MacLean Web Works. The motion was seconded by Jim Pacanowski, Burr Ridge. The motion passed unanimously on a roll call vote. Matt Russian will return the contract to Mark MacLean and include Superintendent Cortex on the correspondence in order to start establishing timeline and details of website creation.

VIII. New Business: None

IX. Open Forum: None

X. Adjournment: Jim Pacanowski, Burr Ridge, made a motion to adjourn the meeting, seconded by Jim Berg, Westchester. Motion passed on a voice vote. Meeting adjourned at 3:58pm.