

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTORS' MEETING

April 10, 2014

- I. Call to Order:** President Gina Hassett called the Gateway Special Recreation Association Board of Directors' Meeting to order at 3:08 pm on April 10, 2014 at the Oakbrook Family Recreation Center, 1450 Forest Gate Road in Oakbrook, Illinois. A Quorum was present.

Roll Call: Board members present: Cindy Szkolka, Elmhurst; Gina Hassett, Hinsdale; Karen Spandikow, Oakbrook; Matt Russian, Pleasantdale; Jim Burg, Westchester and Kristen Violante, Willowbrook.

Absent: Jim Pacanowski, Burr Ridge and Scott Nadeau, York Center.

Staff Present: Ray Graham Staff: Brian Alexander and Kathy Carmody.

Visitors: James Didmar, RGA Network Administrator.

- II. Open Forum:**
Kriten Violante, Willowbrook informed the Board that Willowbrook received a \$400,000 OSLAD Grant to be used at Willow Pond including: a spray pad, restrooms, etc.
- III. Board Member Comments:** None
- IV. Communications:** None
- V. Omnibus Agenda:** Motion made by Karen Spandikow, Oakbrook to approve the Omnibus Agenda and motion seconded by Kristen Violante, Willowbrook.
- VI. Approval of March 13, 2014 Regular Meeting Minutes**
A. Approval of April 2014 Check Register
B. Approval of April 2014 Treasurer's Report

On a voice vote the motion passed.
- VII. Reports:**
A. RGA Monthly Report: The monthly report was reviewed by Superintendent Alexander. Superintendent Alexander also distributed the results to date, of an SRA Capital Improvement Survey. The Board discussed what should be considered a capital versus an operating expense and items that might be incorporated into the 2014/2015 operating budget. The Board also discussed the desire to (not to) "own" capital assets such as vehicles, etc.

B. Advisory Oversight Group Reports: None

VIII. Old Business:

A. Medicine Dispensing Policy Review: A motion was made to approve the Medication Assistance Procedure by Kristen Violante, Willowbrook and motion seconded by Jim Berg, Westchester. On a voice vote the motion passed.

B. Day Camp Transportation: Going out to bid on April 15, 2014.

C. Capital Budget Discussion: Jim Pacanowski, Burr Ridge will work on a 5 year capital improvement plan for Gateway Special Recreation Association, which may include a Fleet Replacement Plan.

IX. New Business:

A. On-line Registration Demonstration: The new on-line registration system will be launched to coincide with the summer brochure distribution. It is a web based program, and each participant will need an individual account with an individual associated email address. Approximately 30 – 40 programs are offered through Gateway per season. The program information as it appears on line is exported directly from the printed brochure. The on-line receipt does prompt the participant to complete any required participant forms. The Board requested that age groups be added to the program name to allow for an age based search/sort of program offerings. The Board also requested that the term participant be used instead of student and registration be used instead of order. Program icons are used along with program names to visually identify program types. The on-line registration process is seen as a convenience for existing Gateway participant families, and as a marketing tool to educate and serve new participant families in Gateway programs. Member Agencies will have the ability to link from their District webpage to the Gateway page. The page will also be used to link to Face book, and to post weather related cancellation information for Gateway programs.

B. Budget Preparation Timeline: The current fiscal year ends on June 30, 2014. The Gateway Treasurer will be asked to provide budget preparation documents for the May Board meeting. Discussion will also take place regarding the budget for program supplies and equipment, along with Day Camp transportation costs for the 2014/2015 budget.

X. Open Forum: None

XI. Adjournment: Karen Spandikow, Oakbrook, made a motion to adjourn the meeting, seconded by Matt Russian, Pleasantdale. Motion passed on a voice vote.