

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

JUNE 8, 2017

- I. **Call to Order:** Chairman Cindy Szkolka called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on June 8, 2017 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; Matt Russian, Pleasant Dale; Patti Purpura, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center

*Absent:* Sharon Peterson, Countryside; Karen Spandikow, Oakbrook

*Staff Present:* Superintendent Ryan Massengill

*Visitors:* Jim Burg, Westchester

- II. **Open Forum:** Scott Nadeau noted that he has signed the necessary account paperwork with the bank as he will transition into the Treasurer position. He is working with Gary Kasanders to learn the specifics and Gary will continue work through the completion of the next audit.
- III. **Board Member Comments:** Chairman Szkolka reminded Superintendent Cortez to be aware of deadlines for submitting materials for fall brochure and facility requests.
- IV. **Communications:** None
- V. **Omnibus Agenda:** Before a motion was made, Chairman Szkolka asked the Treasurer's Report to be removed from the omnibus agenda due to vehicle repairs that needed to be discussed. Motion was made by Jim Pacanowski, Burr Ridge; to approve A and B of the Omnibus Agenda and motion seconded by Heather Bereckis, Hinsdale.

A. Approval of May 2017 Regular Meeting Minutes

B. Approval of June 2017 Check Register

On a voice vote, the motion passed unanimously.

Chairman Szkolka noted that Gary Kasanders sent along a listing of vehicle repairs for Gateway along with his report. As there have been some considerable expenses, the point was made to possibly start discussion on acquiring another vehicle. Brief discussion followed and nothing seemed out of the ordinary regarding the specific expenses.

C. Approval of May 2017 Treasurer's Report

Motion was made by John Fenske, Willowbrook; to approve item C-Treasurer's Report of the Omnibus Agenda and motion seconded by Jim Pacanowski, Burr Ridge.

On a voice vote, the motion passed unanimously.

**VI. Reports:**

- A. Superintendent Massengill reviewed the monthly report and stated that numbers are still steadily coming in but are a bit under last year's numbers. There are a lot of full programs and only one potential program that may be canceled and no programs on a waitlist. There are 34 registrations for day camp and transportation numbers are down. There are 3 Rec Leader spots open at this point. Some of the aide positions are seasonal so those positions will be open again in the fall. All of the vehicles are set and ready to go with the start of camp on Monday. Fall brochure planning is getting ready to start and she asked if any agency events want to be in the Gateway brochure, just let her know. August 4<sup>th</sup> is the anticipated date of delivery. The Spring Formal dance was again a huge success and everyone had a great time.

**VII. Old Business:**

- A. Social Media Policy- Chairman Szkolka stated that she sent out a packet of information from the lawyer regarding the importance of having a social media policy and her recommendation was that Gateway should accept a policy applicable to our vendors. The Chairman also noted that RGA has a policy on computer, email, and internet usage. The policy does speak to equipment used to access in the internet being the property of RGA and RGA reserves the right to monitor all internet traffic. Jim Pacanowski suggested an addendum to the contract explaining Board expectations of social media policies, noting that there may be similarities in what is already happening at RGA versus what Gateway Board would like to see implemented. It was mentioned that our lawyer may need to be reminded of our unique situation where Gateway does not have employees and adopting a policy as normally handled may not be the best avenue. It was also noted that the equipment mentioned in the existing policy is owned by RGA so it may be beneficial to continue in that manner and Gateway could subsidize the purchase of the equipment. That could then raise a new problem when repairs/upgrades are needed. Superintendent Massengill will check into the social media policy with RGA and Chairman Szkolka will discuss with counsel.
- B. Annual Goals and Objectives- Chairman Szkolka briefly reviewed the discussion on this agenda item that has taken place over the last two months as it related to review of bylaws. Jim Pacanowski raised the question of what really do we want to get done versus providing staff with a paper-pushing process via a "to-do" list. It was suggested that each board member comes to next month's meeting with a few ideas for discussion. Superintendent Massengill will do the same with Gateway staff.

**VIII. New Business:**

- A. Review of Articles of Agreement- A page by page review of the existing document was done and no significant changes were suggested. Minor discussion took place regarding item 10- Certification of Population including how and how often this should be done. It was decided to leave the verbiage in item 10 as written. Discussion also took place regarding proof of insurance in item 14. As Gateway agencies are represented by various insurance companies, one Board representative using each company will secure appropriate paperwork for next month.

**IX. Open Forum:**

John Fenske mentioned that the Willowbrook 5K run was able to raise \$1250 to be donated to Gateway.

- X. **Adjournment:** Heather Bereckis, Hinsdale; made a motion to adjourn the meeting, seconded by Scott Nadeau, York Center. Motion passed on a voice vote. Meeting adjourned at 3:50pm.