

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

MAY 11, 2017

- I. **Call to Order:** President Cindy Szkolka called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on May 11, 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; Karen Spandikow, Oakbrook; Matt Russian, Pleasant Dale; Jim Burg, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center

*Absent:* Sharon Peterson, Countryside

*Staff Present:* Ray Graham Staff: Mike Baig, Jillian Schneider, Carolyn Strasen

*Visitors:* Patti Purpura, Westchester Park District

- II. **Open Forum:** Carolyn Strasen followed up from last month's brief discussion on facilities operated by each member agency. Carolyn wanted to attain a solid grasp of all the different options for facilities that agencies have which may be utilized by Gateway. She requested either a comprehensive list and/or she would be willing to visit each agency for a tour to gather information.

Jim Burg noted that he will be representing Westchester on the Gateway Board for two more months at which time Patti Purpura will be taking over that duty. Lianne Robinette will serve as the alternative representative when needed.

- III. **Board Member Comments:** President Szkolka noted that the repairs on vehicle 192 from Area Wide had been approved. She will work with Gary Kasanders to acquire a check for the accompanying invoice.

- IV. **Communications:** None

- V. **Omnibus Agenda:** Motion was made by Scott Nadeau, York Center; to approve the Omnibus Agenda and motion seconded by John Fenske, Willowbrook.

- A. Approval of April 2017 Regular Meeting Minutes
- B. Approval of May 2017 Check Register
- C. Approval of May 2017 Treasurer's Report

On a voice vote, the motion passed unanimously.

**VI. Reports:**

- A. Mike Baig reviewed the monthly report and stated that numbers have remained steady and they would expect a few more registrations to come in during the month of June. Overall, staffing is fairly good with a few open positions remaining. Vehicle 192 had the needed repairs completed and the vehicle 283 is ready for its synthetic oil change. As day camp approaches, vehicles are scheduled for routine check-ups so they're ready for the increased usage during the summer. The Gateway powerlifting team is sending 3 participants down to the state competition. Two newer participants won gold and are also headed downstate for the first time. The soccer team tried to battle the weather but the tournament was eventually rained out. The Gateway Green soccer team was picked to go to Special Olympics also. The Disco Dance was held and a great time was had by all. Mike attended the Willowbrook 5K with Superintendent Cortez and mentioned that they are very interested in attending more events that are being held at member agencies as a way to market the organization within our communities.

Heather Bereckis mentioned that she's not receiving the monthly reports. Mike will double check the email addresses to ensure proper delivery.

**VII. Old Business:**

- A. Gateway 2017/18 Budget- Motion was made Jim Pacanowski, Burr Ridge; to review and accept a budget option and motion was seconded by Karen Spandikow, Oak Brook. Discussion followed and possible options included a 1%, 1.5%, 2%, and 2.5% increase to the Gateway budget. Jim Pacanowski stated that the impact of various percentage increases to smaller agencies is rather small so he would defer to some of the larger agencies that may be impacted more significantly. President Szkolka noted that a larger cushion may be beneficial if/when a second vehicle lease is needed. A question was raised by Jim Burg about reserves and what were the goals with regards to the fund balance. According to Gateway bylaws, a \$30,000 reserve is required. Discussion ensued on fund balances and what is the "best" amount to be kept annually. At the present time, the bank account balance was roughly \$150,000. Karen Spandikow asked if, historically, Gateway utilized space at any member agencies and subsequently be reimbursed for that usage. Jim Pacanowski responded, saying that has never taken place. He also mentioned that there are some agencies shouldering a larger burden of housing Gateway programs and that may be a topic within the bylaws to review in the future. President Szkolka stated that it would be beneficial to review the bylaws as each RGA contract is up for renewal.

Matt Russian, Pleasant Dale; made an amended motion to increase the Gateway budget by 1.5% and motion seconded by Jim Burg, Westchester.

On a voice vote:

Burr Ridge: Nay

Elmhurst: Aye

Hinsdale: Aye

Oak Brook: Aye

Pleasant Dale: Aye

Westchester: Aye

Willowbrook: Aye

York Center: Aye

Motion passed

B. Election of Officers-

President-President Szkolka nominated herself to remain as Board President with Jim Pacanowski, Burr Ridge; seconding that motion. On a voice vote, all present were in favor and President Szkolka will remain in her current position.

Treasurer-Scott Nadeau, York Center; said he had support from his board and he would be willing to serve. Motion was made by Matt Russian, Pleasant Dale; to nominate Scott Nadeau as Treasurer and motion seconded by President Szkolka. On a voice vote, the motion passed unanimously.

Secretary-Motion was made by President Szkolka to nominate Matt Russian as Secretary and motion seconded by Scott Nadeau, York Center. On a voice vote, the motion passed unanimously.

**VIII. New Business:**

- A. Gateway Supply Budget- Jillian Schneider researched the specifics regarding iPads and presented the following request: 3 iPads (32 GB) and 3 iPad minis (128 GB) and protective cases for all. The iPads would be used by campers and contain camper based apps. The minis would be used by site supervisors for office usage and music. President Szkolka inquired as to whether or not RGA has a social media policy. Jillian replied that they have a photo release on the back of their registration forms. Some concerns were raised regarding possible FOIA requests concerning communication and how that may impact usage of Gateway purchased equipment. President Szkolka will consult with the attorney regarding social media policies/procedures and best way to proceed. The topic of Wi-Fi connections was raised and it appears the Wi-Fi usage cannot be used at summer camps held within Elmhurst school district facilities. Suggestions on different tablets and/or creating a hotspot were offered and discussion followed.

Karen Spandikow, Oak Brook; made a motion to approve a purchase not to exceed \$2500 for the purchase of iPads/tablets for use at summer camps and motion seconded by Heather Bereckis, Hinsdale. After brief discussion, on a voice vote, the motion failed unanimously.

Jim Pacanowski, Burr Ridge; made a motion to approve a purchase not to exceed \$3500 for the purchase of iPads/tablets for use at summer camps and motion seconded by Matt Russian, Pleasant Dale. On a voice vote, the motion passed unanimously.

- B. Annual Goals and Objectives- President Szkolka suggested tabling this agenda item for a future meeting giving Superintendent Cortez an opportunity to be present for the discussion.

- IX. **Open Forum:** President Szkolka noted that a review of the Articles of Agreement should be planned for a future meeting.

Mike Baig mentioned that they have two fitness programs which use fitness bikes that are in poor shape. He was inquiring about the possible purchase of new bikes for programming. It was understood that the bikes were RGA equipment used in a RGA facility it wouldn't be the responsibility of Gateway to provide new equipment.

Carolyn Strasen inquired about officials. She stated that other SRAs pay their officials and was told by RGA that officials cannot be hired without going through a two-week orientation which would be difficult for someone to work very minimally. She noted it is very difficult to secure officials for contests. President Szkolka stated that Gateway doesn't technically have any staff so hiring anyone would need to be done through RGA. The option of contracting officials would also be an option but was not part of the approved FY18 budget so that would have to wait until next year.

Mike Baig distributed order forms for Gateway gear if anyone was interested in ordering apparel.

- 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 4:13pm.