

GATEWAY SPECIAL RECREATION ASSOCIATION

BOARD OF DIRECTOR'S MEETING

March 8, 2018

- I. Call to Order:** Treasurer Nadeau called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on March 8, 2018 at the Oakbrook Family Recreation Center, 1450 Forest Gate Road in Oakbrook, Illinois. A Quorum was present.

Roll Call: Board Members present: Sharon Peterson, Countryside; Erica Brady, Elmhurst; Heather Bereckis, Hinsdale; Karen Spandikow, Oakbrook; Matt Russian, Pleasant Dale; Dean Hoskin, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center

Absent: Jim Pacanowski, Burr Ridge, Cindy Szkolka

Ray Graham Staff: Ryan Massengill

Visitors: None

- II. Open Forum:** None

- III. Board Member Comments:** None

- IV. Communications:** None

- V. Omnibus Agenda:** Matt Russian noted that the agenda incorrectly stated "February, 2017 Regular Meeting Minutes" instead of February 2018.

An amended motion was made by Sharon Peterson, Countryside; to approve the Omnibus Agenda and seconded by Dean Hoskin, Westchester.

- A. Approval of February, 2018 Regular Meeting Minutes
- B. Approval of March, 2018 Check Register
- C. Approval of March, 2018 Treasurer's Report

On a voice vote, the motion passed unanimously.

- VI. Reports:**

RGA Monthly Report-Superintendent Massengill reviewed her report noting that registration numbers have continued to rise with specific interest in the spring break camp. Due to continued staffing issues, registration is now closed for this program. A handful of new participants have registered as of late which is nice for growth. The open Recreation Coordinator position has been offered to three candidates and all three have not accepted the offer. Staff is looking to fill with a current part-time employee that is finishing school this semester. Discussion continued regarding the position and why the candidates declined the

offers. This led into discussion regarding salaries and wages and lack of raises for staff members. Treasurer Nadeau asked Superintendent Massengill to bring as much information and proposals to the April meeting so that all member institutions would have time to report specific requests and increases back to their respective boards. Winter programs are winding down with spring programs ready to start in April. There was brief review on annual surveys. Summer camp preparations continue and locations are starting to get solidified. There was brief discussion on "Camp Docs", which is an online program that keeps all pertinent medical records for campers that could replace all the paper documents currently used. The downside is the cost and willingness of families to upload the information electronically. Goals and objectives and general review of programs and participants will be presented at the April meeting. Much of the standard programming has been well received but there will be an effort to incorporate some new programming to appeal to newer and younger participants.

VII. Old Business:

- A. Audit 2016-17- A motion was made by John Fenske, Willowbrook; to approve the finalized 2016-17 audit and seconded by Sharon Peterson, Countryside.

On a voice vote, the motion passed unanimously.

- B. 2018 Certificates of Coverage-Countryside's certificate should have been sent to Chairman Szkolka. This will be confirmed in April.
- C. RGA Certificate of Insurance-Superintendent Massengill will check as there is a new employee who typically handles this requirement and it appears to have been missed. This will also be confirmed in April.

VIII. New Business:

- A. JMS Invoices-While this has been an ongoing issue, new correspondence has been sent from JMS. Prior checks for auto repairs were held onto by Gary Kasanders and then Treasurer Nadeau since we could not receive detailed credit information from JMS regarding overpayment that was made to them. The Gateway Board approved the voiding of 3 checks but they were never officially voided. Specific documentation of the credits has since been received (\$352. 65) and Gateway owes an additional \$1660.82. The three existing checks will cover the majority of what is owed and there will be a balance of less than \$100 owed to JMS. Treasurer Nadeau has requested an invoice from JMS that details that specific balanced owed so that the audit is clean. Treasurer Nadeau will be sending in the three existing checks to cover the majority of the payment that is owed to JMS.
- B. Banking Options-This has also been a previous topic of discussion with new information presented today by Treasurer Nadeau. With our current bank, BMO Harris, we receive a rate of 1.362% on the money market account (this account does not assess a fee and does have a \$2500 minimum which isn't an issue). Last month, \$216 was gained in interest on the money

market account but we incurred the fee from the other BMO account. The other account (an older non-profit checking account earning 0.2% interest) charges a \$5 administrative fee per month, \$0.20 per check fee, and \$0.25 transaction fee, with a minimum balance of \$1000. We were inadvertently charged a fee for not maintaining a minimum balance which is getting credited back to our account. BMO offers an account which has 0% interest, \$0 in fees, no minimum balance, and charges \$0.40 per check. (Currently averaging 0-4 checks per month) Official action on a decision to switch accounts can be taken next month if desired. Board members are encouraged to check with their employer's bank to check rates to offer comparisons.

- IX. **Open Forum:** John Fenske mentioned that Gateway will be the beneficiary of the Willowbrook Spring Fling 5K run on May 6.
- X. **Adjournment:** Dean Hoskin, Westchester; made a motion to adjourn the meeting, seconded by Sharon Peterson, Countryside. Motion passed on a voice vote. Meeting adjourned at 3:32pm.