

**GATEWAY SPECIAL RECREATION ASSOCIATION**

**BOARD OF DIRECTOR'S MEETING**

**February 8, 2018**

- I. **Call to Order:** Chairman Szkolka called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on February 8, 2018 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; Sharon Peterson, Countryside; Cindy Szkolka, Elmhurst; Heather Bereckis, Hinsdale; Karen Spandikow, Oakbrook; Matt Russian, Pleasant Dale; Dean Hoskin, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center

*Absent:* None

*Ray Graham Staff:* Ryan Massengill

*Visitors:* None

Dean Hoskin was recently hired as the Executive Director of the Westchester Park District. Dean will be serving as the representative from his district moving forward. Introductions of current board members ensued.

- II. **Open Forum:** Treasurer Nadeau noted an invoice that he continues to receive from JMS Auto. This is the third instance of receiving the same invoice which has been paid. It appears to be a glitch in their system since every time he calls he is told that the bill has, in fact, been paid. Chairman Szkolka asked whether or not it may be time to involve our attorney. If this seems to continue, that may be the next course of action.
- III. **Board Member Comments:** Chairman Szkolka stated that Gateway has been approached by the Village of Riverside regarding possibly joining our SRA. Brief discussion continued regarding their boundaries and their possible level of interest. Superintendent Massengill added that Riverside residents have participated in Gateway summer camp programs in the past.
- IV. **Communications:** None
- V. **Omnibus Agenda:** A motion was made by John Fenske, Willowbrook; to approve the Omnibus Agenda and seconded by Scott Nadeau, York Center.
- A. Approval of January, 2018 Regular Meeting Minutes  
B. Approval of February, 2018 Check Register  
C. Approval of February, 2018 Treasurer's Report

On a voice vote, the motion passed unanimously.

**VI. Reports:**

RGA Monthly Report-Superintendent Massengill reviewed her report noting that participation numbers have continued to improve and have surpassed Winter 2017 numbers. A question was asked about non-resident participation and most of the non-residents are from the Darien and Downers Grove area and participate in Special Olympics. Two job offers were made regarding the open Recreation Coordinator position and both candidates did not accept the job so the position is still open along with the other leader and aide positions. It appears that the monetary compensation is the reason for the withdrawal of both candidates. Additionally, there are four other similar positions open at this time at other special recreation agencies. All vehicles are in good shape as of late. Scholarship status has stayed at a consistent level. After attending a session at the IAPD/IPRA conference, Superintendent Massengill would like to establish an inclusion manual outlining policies and procedures for inclusion assessments, trainings, etc. The annual program survey that Gateway offered was to be administered every other year. 2016 was the last time the survey was completed so this year would be another survey year and should be on the radar. This would be in addition to the regular program surveys that take place. Planning for summer brochure and programs is continuing. Quite a number of special events are approaching, including finding a new location for the May weekend getaway that needs to be rescheduled due to a fire. Four basketball teams participated in the qualifying tournament and two of those teams will be headed to the state tournament at ISU on St. Patrick's Day weekend.

**VII. Old Business:**

- A. Audit 2016-17- The official audit required Gateway letterhead in order to be finalized. Treasurer Nadeau worked with Superintendent Massengill to create letterhead and passed it along to the auditing firm so the audit should be available in March.
- B. 2018 Certificates of Coverage-Countryside and Burr Ridge need to supply updated certificates.

**VIII. New Business:**

- A. RGA Certificates of Coverage-Chairman Szkolka noted that Gateway typically receives three types of coverage from RGA: Workmans Compensation, Comprehensive General Liability, and Comprehensive Auto Insurance. She requested that Superintendent Massengill acquire updated certificates from RGA for our records.

**IX. Open Forum:** Treasurer Nadeau stated that RGA has not cleared the most recent service check. Superintendent Massengill confirmed that the check was received so it should be showing soon. That check (\$111,000) is the one outstanding item on the Treasurer's report.

**X. Adjournment:** Sharon Peterson, Countryside; made a motion to adjourn the meeting, seconded by Jim Pacanowski, Burr Ridge. Motion passed on a voice vote. Meeting adjourned at 3:24pm.