

**GATEWAY SPECIAL RECREATION ASSOCIATION**

**BOARD OF DIRECTOR'S MEETING**

**September 13, 2018**

- I. Call to Order:** Chairman Fenske called the Gateway Special Recreation Association Board of Director's Meeting to order at 3:00pm on September 13, 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, Oak Brook; Matt Russian, Pleasant Dale; Dean Hoskin, Westchester; John Fenske, Willowbrook; Scott Nadeau, York Center

*Absent:* None

*Ray Graham Staff:* Ryan Massengill

*Visitors:* Will Lieb, Oak Brook Intern

- II. Open Forum:** None

- III. Board Member Comments:** None

- IV. Communications:** Karen Spandikow introduced Will Lieb, who is currently working as an intern with the Oak Brook Park District.

- V. Omnibus Agenda:**

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

Treasurer Nadeau asked to pull the Check Register from the Omnibus Agenda so that the check for IPARKS, which is on the agenda for this meeting, can be approved by the Board first. The August, 2018 minutes were also pulled from the Omnibus Agenda as they were not yet completed.

Cindy Szkolka, Elmhurst made a motion to approve the Omnibus Agenda minus the August, 2018 meeting minutes and the IPARKS payment, seconded by Dean Hoskin, Westchester.

On a voice vote, the motion passed unanimously.

- VI. Reports:**

RGA Monthly Report-Superintendent Massengill reviewed her report noting that they have been very busy lately and that programs are filling up fast. Registrations continue to trickle in by

families still making decisions on what programs they'd like to attend. Staffing continues to be an issue with 10 open Recreation Leaders and Aide positions. The Northern Social Club stemming from a community home in Elmhurst has exceeded registration limits and now has 19 participants. Vehicle 171 (E350 Passenger Van) is getting near the end of its useful life and would be the vehicle that should be replaced next. This vehicle has already experienced some significant repairs this year. Cindy Szkolka suggested that vehicle discussion be added to next month's agenda. Superintendent Massengill added that RGA is not interested in purchasing our vehicle at the end of the lease term. She next noted some specifics in the demographic report that she has started completing. Participant surveys are returning in small numbers. Overall responses seem to show participants are happy and that the registration process is smoother. Ms. Massengill added that Gateway does not have much in the way of marketing materials for those opportunities that arise to attend service fairs, etc. She would like to purchase a few items to enhance the look of a Gateway table at these events-table cloth, printed materials, display board, giveaways, etc. Board consensus was to allow Superintendent Massengill to use the Miscellaneous line item to start purchasing some marketing essentials (\$250 from miscellaneous as well as \$250 from the Willowbrook 5K donation). Coordinator programs, including goals and objectives, were reviewed next.

**VII. Old Business:**

A. Program Surveys- Discussed in Superintendent's report

**VIII. New Business:**

A. IPARKS Anniversary Payment- There were no significant changes to the existing agreement.

Jim Pacanowski, Burr Ridge; made a motion to accept the IPARKS agreement, seconded by Cindy Szkolka, Elmhurst.

On a voice vote, the motion passed unanimously.

**IX. Open Forum:** Cindy Szkolka mentioned that the Certificate of Liability from RGA naming Gateway as Additional Insured expires at the end of September and will need to get renewed. She also noted that a copy of the vehicle insurance should be added to the permanent file.

Gateway received a FOIA request that was circulated to all park districts. Future FOIA requests will be added to monthly agendas so the Board is aware of information requests. Karen Spandikow noted the new Oak Brook Universal Playground, "The Sandlot", opened on September 5 and has been a fantastic addition.

**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 3:40 pm.