

## Gateway Special Recreation Association

NOTICE IS HEREBY GIVEN that the meeting of the Gateway Special Recreation Association Board of Directors will be held on Thursday, August 15, 2024 at 3:00 PM at the Oak Brook Family Recreation Center 1450 Forest Gate Rd., Oak Brook, IL 60523

- I. CALL TO ORDER
- II. APPROVAL OF AUGUST 15, 2024 AGENDA
- III. OPEN FORUM
- IV. BOARD MEMBER COMMENTS
- V. COMMUNICATIONS
- VI. APPROVAL OF JULY 11, 2024 REGULAR MEETING MINUTES
- VII. APPROVAL OF THE AUGUST 15, 2024 TREASURER'S REPORT
- VIII. REPORTS
  - a. RGA Monthly Report – Discuss New Format
- IX. OLD BUSINESS
- X. NEW BUSINESS
  - a. Marketing Plan/Re-Branding Discussion
  - b. Approve Amended Gateway Special Recreation Association By-Laws
- XI. ADJOURNMENT

Items listed on the Agenda will be discussed and considered by the Board. The Board welcomes public comment on the agenda items during discussion. Gateway Special Recreation is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Mike Contreras (630) 990-4233 or at [mcontreras@obparks.org](mailto:mcontreras@obparks.org) promptly to allow the Board to make reasonable accommodations for those persons.

**From:** Laure Kosey <lkosey@obparks.org>  
**Sent:** Friday, August 9, 2024 10:32 AM  
**To:** Jim P.; Mike Contreras; Ryan Massengill; Kim Zoeller  
**Cc:** Lara Suleiman; Sharon Knitter  
**Subject:** Gateway SRA

Jim,

At this time, the Oak Brook Park District would like to rescind our separation notice to the Gateway SRA Board. We believe that the Ray Graham Association and the Gateway SRA are moving in a more positive direction with the addition of Elevate, the adult day program, salary increases for staff, Ray Graham attending board meetings and working on marketing the SRA.

Moving forward, we would like to see the marketing of other agencies to join Gateway SRA as well as marketing to our 8 agencies within Gateway SRA to increase participation. Furthermore, I am happy to assist with board orientation to educate Board Members who have just joined the Gateway Board.

Please confirm you have received this email.

Sincerely, Laure

**Laure L. Kosey, Ph.D., CPRE**

She, her, hers

Executive Director

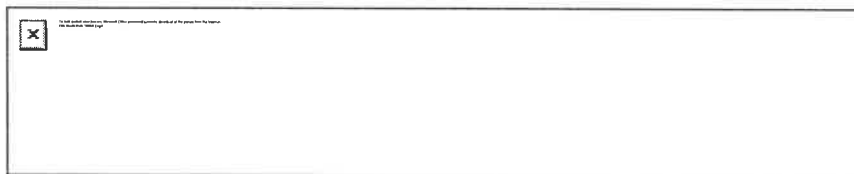
Oak Brook Park District

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AMENDED GATEWAY SPECIAL RECREATION  
ASSOCIATION BY-LAWS

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The following are the By-laws of Gateway Special Recreation Association ("Gateway SRA") as amended, and effective on August 15, 2024.

ARTICLE I

Organization and Purpose

Gateway Special Recreation Association is an association which shall from time to time include park districts, cities, villages and incorporated towns or combination thereof (hereinafter referred to as "Members), organized under a written agreement for the purpose of providing joint recreational programs for the handicapped of all Members, as authorized by Sections 8-10.1 and 8-10.2 of the Park District Code, as amended, and Sections 11-95-2 and 11-95-3 of the Municipal Code, as amended.

ARTICLE II

Offices

The principal office of Gateway SRA shall be determined by the Board of Trustees (Hereinafter referred to as the Board) of Gateway SRA. Gateway SRA may also have offices at such other places as the Board may from time to time determine that the business of Gateway SRA may require.

ARTICLE III

Board of Trustees

Section 1. The business of Gateway SRA shall be managed by its Board of Trustees, in accordance with the Articles of Agreement entered into by its Members, and these By-laws. The Board may otherwise exercise all powers of Gateway SRA and do all

such lawful acts and things as are not prohibited by law or reserved to the Members by these By-laws.

Section 2. Each Member shall have one (1) representative (Trustee) on the Board. Each Member shall appoint its respective Trustee to the board and shall notify the Chairperson of the Board of that Member's appointment in writing. Each Member may appoint an alternate Trustee, and such alternate Trustee may attend and vote at a Board meeting in the absence of the appointed Trustee. The Board, at any meeting, may determine that a Member's representative is not in good standing for failure to attend three (3) of the last four (4) Board Meetings. Upon making such determination, the Board may suspend that Member representative's voting rights until such time that the Board reinstates those rights.

Section 3. The Trustees may hold meetings, both regular and special, at any Member's office as determined by the Board.

Section 4. A regular meeting of the Board shall be held monthly at a Member's facility; a regular date, time and place of such regular monthly meeting shall be determined by the Board.

Section 5. Special meetings of the Board may be called by the Chairperson on three (3) business days' notice to each Trustee, either personally, by telephone, facsimile or electronically. Special meetings shall be called by the Chairperson or Secretary, in like manner and with like notice, at the written request of two (2) Trustees.

Section 6. At all meetings of the Board, a majority of the Trustees shall constitute a quorum for the transaction of business and the act of a majority of the Trustees present at any meeting at which there is a quorum shall be the act of the Board, except as may

be otherwise specifically provided by these By-laws or the Articles of Agreement. If a quorum shall not be present at any meeting of the Board, the Trustees present at such meeting may adjourn the meeting from time to time without notice, other than announcement at the meeting, until a quorum shall be present.

Section 7. All meetings of the Board shall be public and conducted in accordance with applicable statutes, including the Open Meetings Act of the State of Illinois. No final action on any Board matter shall be taken in executive session of the Board.

Section 8. The Trustees shall receive no salary or other compensation or remuneration from Gateway SRA for acting as Board members. Trustees may, however, upon Board approval, have expenses reimbursed which they personally have expended for Gateway SRA activities.

#### ARTICLE IV

##### Notice to Trustees

Section 1. Except as otherwise specifically provided in these By-laws, whenever under the provisions of these By-laws, notice is required to be given to any Trustee, such notice shall be given in writing by mail or electronically addressed to such Trustee at this or her address as it appears on the records of Gateway SRA and such notice shall be deemed to be given when the same shall be deposited in the United States Mail or sent electronically.

Section 2. Whenever any notice is required to be given under the provisions of these By-laws, a waiver thereof in writing signed by the person or persons entitled to say notice either before or after the time stated therein shall be deemed equivalent thereto.

Section 3. The Board shall appoint the Chairperson, Secretary and Treasurer for one (1) year terms. The Board may appoint such other agents as it shall deem necessary who shall serve for such terms and shall exercise and perform such actions and duties as shall be determined from time to time by the Board.

Section 4. The Chairperson shall be responsible for the conduct of meetings of the Board and shall preside at those meetings. The Secretary shall keep the books and records of the Board and Gateway SRA.

Section 5. The Treasurer shall be responsible to the Board of Trustees and shall have the power to perform duties as required by law or otherwise listed herein and shall include the following:

1. To receive all monies due to or belonging to the Gateway SRA and pay all orders or warrants, when authorized to do so by the Board of Trustees, when the same are duly executed by the proper officers of the Gateway SRA.
2. To keep, or cause to be kept, suitable books of account, showing in a simple and methodical manner all monies received, and from whom and on what account or fund they have been received, and all monies paid out, to whom and on what account or fund paid, and for what purpose. The books shall be balanced monthly.
3. To keep, or cause to be kept, a separate account, with each fund or appropriation, stating at the head of each account the amount to be appropriated and giving the several debits and credits belonging thereto.
4. To mail a monthly report of his/her transactions as Treasure to the Chairperson and Board of Trustees, which report shall be filed with said Board together with canceled vouchers covering all transactions embraced in said report.
5. To annually, within thirty (30) days of the end of the fiscal year, prepare and file with each of the Members a full and detailed account of all receipt and disbursements made during the preceding fiscal year of the Gateway SRA, which account shall show the state of the Treasury at the close of the fiscal year.
6. To cause an audit report or financial report of the funds and accounts of Gateway SRA to be performed in accordance with the requirements of 50 JLCS 30111, et.

seq., and each such report shall be filed with each of the Members within thirty (30) days of its completion.

## ARTICLE V.

### Board Powers

Subject to amendments, modification or nullification by the Members through amendment to these By-laws, the Board shall have the following powers and duties.

Section 1. The Board shall have the power and authority to make contracts, including contracts for personnel, services, supplies, and equipment to establish and maintain a comprehensive recreational system for residents of its Members with mental or physical disabilities.

Section 2. The Board shall have the power and authority to enter into Intergovernmental agreements on behalf of Gateway SRA with its Members or other units of government in accordance with applicable law, in order to further the purposes and programs of Gateway SRA.

Section 3. The Board may appoint, from time to time, such necessary personnel and contract for such services so as to effectuate and carry forth the duties, powers and responsibilities of the Board, including, but not limited to, the following duties, powers and responsibilities.

1. The development and administration of a comprehensive recreational system so that the needs of persons with disabilities residing in the Members' communities shall be met.
2. The attendance at meetings of the Board by the Trustee or upon notice to the Board, a non-voting alternate designated by the Trustee:
3. The keeping of the Board continuously informed on the progress of the recreational systems being offered.

4. The enforcement of provisions of the law and all rules and regulations for the Board and the implementation of all policies met.
5. The development and supervision of a public relations program so as to enlist the understanding, support and participation of the community in programs of the Gateway SRA.
6. Contracting for or the employment and supervision of all employees or contractors directly responsible for Gateway SRA programs.
7. Making certain that an optimum of program services are being offered within the reasonable capabilities of Gateway SRA.

The Board may perform any or all of the foregoing duties, powers and responsibilities or any other tasks reasonably necessary in order to carry out the purposes of Gateway SRA.

## ARTICLE VI.

### Goals, Objectives, and Budget

Section 1. The Board shall cause to be prepared by July 1 of each year a list of goals and objectives for Gateway SRA for the next succeeding fiscal year.

Section 2. The Board shall cause to be prepared annually Gateway SRA's program and administrative budget as well as a proposed statement of financial obligation, to allow the Members adequate time to prepare the necessary appropriations and levy ordinances. This budget shall include, in all cases, a minimum contingency fund of \$30,000 in unencumbered operating fund balance.



## ARTICLE VII

### Members – Meetings and Notice

Section 1. A meeting of the Members may be called at any time by any Member for the purpose of amending these By-laws or for any other purpose related to Gateway SRA.

Section 2. Notice of the time, place and purpose of all meeting of Members shall be given not less than three (3) working days (if delivered) or five (5) working days (if mailed) to each Member (being a party in good standing to the separate written agreement under which the Gateway SRA is organized).

Section 3. Prior to the holding of any meeting of Members, each Member shall be responsible for compliance with the Open Meetings Act within its jurisdiction.

## ARTICLE VIII

### Amendments

At any meeting, upon due notice, these By-laws may be altered, amended or repealed or new By-laws may be adopted by a two-thirds vote of the Board of Trustees on behalf of the Members. Purpose of said meeting shall be noted in any such notice.

**APPROVED** by the Gateway Special Recreation Association Board of Trustees by a two-thirds vote of the said Trustees on July 11, 2024.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Secretary