

**Fox Valley Special Recreation Association
Minutes of the
Special Meeting
of the Board of Directors
June 22, 2007
11:45am
FVSRA Administration Offices
in the Vaughan Athletic Center
2121 W. Indian Trail
Aurora, IL**

CALL TO

ORDER: Chairman Rose Smilgys called the meeting to order at 11:55am and directed the Executive Director to call roll.

ROLL CALL:

Present:

Rose Smilgys, Chairman	Fox Valley Park District
Robert Thomson, Secretary	St. Charles Park District
William McAdam, Asst. Sec'y	Oswegoland Park District
Carolyn J. Nagle, Treasurer	Fox Valley Special Recreation Association
Michael Clark	Batavia Park District
Linda Cole	Fox Valley Park District
Steve Messerli	Fox Valley Park District
Eleanor Rzeminski	Sugar Grove Park District
Linda Cole	Fox Valley Park District
William Conner	St. Charles Park District
Alan Leard	Batavia Park District
Greg Repede	Sugar Grove Park District

Absent:

Charles Emma	Geneva Park District
Mark Slover	Oswegoland Park District
Sheavoun Lambillotte, Vice Chairman	Geneva Park District

Others present:

Peter Pope	FVSRA Superintendent of Recreation
Ervin Tucker	Administrative Assistant, Intern
Ginny Pavesich	FVSRA Office Manager

INTRODUCTION OF GUESTS

None

APPROVAL OF CONSENT AGENDA

Board Member Messerli made a motion to approve the Consent Agenda. Board Member Leard seconded and the motion passed unanimously.

CORRESPONDENCE

None

OLD BUSINESS

A. Special 5-8 Funding Policy Status

The Executive Director requested Member Park Districts to submit a copy of its Board Minutes indicating approval of the FVSRA 5-8 Funding Policy.

B. Strategic Plan

The Executive Director reported that Mr. Ron Vine, Leisure Vision, reported that 600 surveys had been returned. A draft of the results is being prepared by Lesiure Vision and a date in August, 2007 is being considered for a

strategic planning session. Mr. Vine mentioned that two other SRAs have completed a strategic planning process which provides a benchmark for comparisons.

C. IAPD Membership Update

FVSRA is a member of IAPD; and under the new criteria, there is no cost for FVSRA to join if 60% of its Member Park Districts, are members.

D. Access to Recreation Grant

The Oswegoland Park District and the Village of Montgomery have withdrawn from the Access to Recreation Grant Application Process, due to inability of the proposed project to meet the expected timeline for completion of projects, which is March 2009. The FVSRA Executive Director has been asked to review grant application. In doing so, she can learn about the process and offer insight for future grant applications.

E. PDRMA Participant Care Guidelines

The Executive Director reported first occasion of a Member Park District child with diabetes. Parent had requested all swim staff and park district staff be trained re diabetes. The Executive Director reported that this is not a requirement of ADA. The child's parent believes that to be the case; the Executive Director would like to contact the source which gave that incorrect ADA requirement information to the parent.

F. FY2007-08 Budget Approval

The Executive Director stated that minimal revisions were made to the Capital Replacement Fund Budget to reflect only FY2007-08 expenses. It is preferred that the 5 year replacement schedule be prepared after the new FVSRA position of Business Manager is filled, in order to address issues re reserve funds for future needs, depreciation of vehicles, and consideration of future building needs/costs.

Funds in the Building Account covered the cost of additional cubicles, cabling, electrical wiring. New expenses include an electronic door opener, signage in front office, and repair to lobby wall.

Board Member Messerli made a motion to approve the FY07-08 Budget as presented. Board Member Rzeminski seconded. Roll Call vote was taken:

Rose Smilgys	Yes
Sheavoun Lambillotte	Absent
Robert Thomson	Yes
William McAdam	Yes
Michael Clark	Yes
Linda Cole	Yes
William Conner	Yes
Alan Leard	Yes
Steve Messerli	Yes
Greg Repede	Yes
Eleanor Rzeminski	Yes
Mark Slover	Absent
Charles Emma	Absent

Motion passed.

NEW BUSINESS

A. Appointment of New Officers

The Executive Director reported that Board Member Lambillotte expressed a preference to not become the new FVSRA Board Chairman, as scheduled. **Michael Clark made a motion for Board Member Thomson to become the FVSRA Chairman, with Board Member Lambillotte remaining as the Vice Chairman. Linda Cole seconded and the motion passed unanimously.**

B. Prevailing Wage Policy

Board Member Cole made a motion to approve the Prevailing Wage Policy. Board Member Conner seconded. Motion passed unanimously.

C. Phone and Voice Mail System

Due to ongoing quality and customer services issues, FVSRA sought quotes for its own phone/voicemail system. FVSRA recommended accepting the quote from Tri-Tel Technical Services of Elgin for a Toshiba CIX 100 System voicemail computer and installation costs totaling \$6,950.00. Board Member Messerli made a motion to approve such quote. Board Member Leard seconded and Roll Call Vote was taken:

Rose Smilgys	Yes
Sheavoun Lambillotte	Absent
Robert Thomson	Yes
William McAdam	Yes
Michael Clark	Yes
Linda Cole	Yes
William Conner	Yes
Alan Leard	Yes
Steve Messerli	Yes
Greg Repede	Yes
Eleanor Rzeminski	Yes
Mark Slover	Absent
Charles Emma	Absent

D. Geneva Park District Special Levy Use

Board Member Messerli made a motion to place the Geneva Park District Special Levy Use on file after review. Board Member Cole seconded. Motion passed unanimously.

E. West Aurora School District Transition Program

The Executive Director reported that changes have been incorporated into WAHS/FVSRA Agreement for the 07-08 school year. Details will be shared at the July FVSRA Board Meeting.

DIRECTOR'S REPORT

A. Personnel Update

Marta Rees begins June 27 as the FVSRA Public Information Coordinator. Resumes continue to be accepted for the positions of Superintendent of Recreation and Business Manager. Interviews for the position of Inclusion Coordinator were held, however, the position has not been filled. Job announcement is being advertised again.

B. Attorney General "Best Practices Award"

FVSRA received the Illinois Attorney General's Best Practices Award for its Personal Fitness Program in conjunction with "VAC Passes". This has been an extremely successful program.

C. Medicaid Funding

The Executive Director attended a Medicaid funding workshop, along with Peter Pope, Superintendent of Recreation. FVSRA can make application at any time.

D. Performance Appraisals

The Superintendent of Recreation will be completing staff Performance Appraisals before leaving FVSRA on June 22, 2007. Salary increases will then be given, retroactive to May 1, 2007.

E. Tee Up For Downs Golf Fundraiser

Tee Up for Downs Golf Fundraiser will be held on Thursday, August 16th. Hole Sponsorships and raffle donations are needed. This year's outing will be held at Mill Creek Golf Course to allow for more golfers.

F. Village of South Elgin and FVSRA Membership

The Executive Director provided Jim Reuter of the Village of South Elgin, with information regarding becoming part of FVSRA. No figures have been provided to South Elgin for the cost of joining FVSRA.

G. St. Charles Noon Kiwanis (Fore FVSRA) Golf Outing

The Fore FVSRA Golf Outing was very successful. FVSRA is expecting approximately \$5,000 from the St. Charles Noon Kiwanis to support the "Day in the Park" summer camp event, to be held on July 11, 2007.

H. Summer Intern Student Introductions

Megan Owen, Susan Tuma, Lyndsey Willard, and Steve Cseplo, all FVSRA Summer Interns are very busy in FVSRA programs.

I. City of Yorkville Update

The Executive Director provided the City of Yorkville with the basic information regarding joining FVSRA. City of Yorkville residents are being assisted with the cost of FVSRA programs through United Way.

SUPERINTENDENT'S REPORT

The Superintendent's Report was included in the Board Packet.

The Superintendent also announced that IL Games hosted by FVSRA, held at Oswego High School, was a huge success. Thanks are given to Tom Betsinger of the Oswegoland Park District and the staff at Oswego High School, and to Meghan O'Keefe, FVSRA staff who coordinated the event. Agencies and SRAs attending thought everything was well done. FVSRA will be the host again in 2008.

Superintendent Pope thanked FVSRA staff and Board for their support for the time he was with the Association. He has accepted the position of Executive Director with Tri County SRA.

STAFF REPORTS

The Staff reports were included in the Board Packet.

EXECUTIVE SESSION

A motion was made by Board Member Cole and seconded by Board Member Thomson to convene into Executive Session under Section (2)(c)(1) of the Open Meetings Act at 12:48pm.

Roll Call vote was taken:

Rose Smilgys	Yes
Sheavoun Lambillotte	Absent
Robert Thomson	Yes
William McAdam	Yes
Michael Clark	Yes
Linda Cole	Yes
William Conner	Yes
Alan Leard	Yes
Steve Messerli	Yes
Greg Repede	Yes
Eleanor Rzeminski	Yes
Mark Slover	Absent
Charles Emma	Absent

ADJOURNMENT

The Board returned to Regular Meeting at 12:49pm. There was no action taken on the Executive Director's contract in Executive Session. **A motion was made by Board Member Clark and seconded by Board Member Leard to adjourn the meeting. Motion passed.** The meeting was adjourned at 12:49pm.