

**Fox Valley Special Recreation Association  
Minutes of the  
of the Board of Directors  
January 28, 2008  
6:30pm  
Francesca's By the River  
St. Charles, IL**

**CALL TO**

**ORDER:** Chairman Robert Thomson called the meeting to order at 6:30pm and directed the Executive Director to call roll.

**ROLL CALL:**

**Present:**

Robert Thomson, Chairman	St. Charles Park District
Sheavoun Lambillotte, Vice Chairman	Geneva Park District
William McAdam, Secretary	Oswegoland Park District
Greg Repede, Asst. Sec'y	Sugar Grove Park District
Carolyn J. Nagle, Treasurer	Fox Valley Special Recreation Association
Michael Clark	Batavia Park District
Linda Cole	Fox Valley Park District
William Conner	St. Charles Park District
Nicole Corken	Batavia Park District
Steve Messerli	Fox Valley Park District
Eleanor Rzeminski	Sugar Grove Park District
Mark Slover	Oswegoland Park District

**Absent:**

Charles Emma	Geneva Park District
Rose Smilgys	Fox Valley Park District

**Others present:**

Ron Vine	ETC Institute
Jennifer Belken	FVSRA School Services Coordinator
Cori Younie	FVSRA Support Staff/Volunteer Coordinator
Marta Rees	FVSRA Public Information Coordinator
Kayla Linden	FVSRA Part-Time Staff
Demaris McNabb	FVSRA Secretary/Registrar
Ginny Pavesich	FVSRA Office Manager
Meghan O'Keefe	FVSRA Therapeutic Recreation Specialist
Jannifer Borrowman	FVSRA Part-Time Outreach Services Coordinator
Michael Younie	FVSRA Athletics Coordinator
Alexandra Redenius	FVSRA Therapeutic Recreation Specialist
Claire Kelly	FVSRA Therapeutic Recreation Specialist
Sophie Morgan	FVSRA Inclusion Coordinator

**INTRODUCTION OF GUESTS**

Ron Vine	ETC Institute
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**APPROVAL OF CONSENT AGENDA**

**Board Member Greg Repede made a motion to approve the Consent Agenda. Board Member Slover seconded and motion passed unanimously.**

**CORRESPONDENCE**

A. North Aurora Mothers Club thank you was received for the holiday gifts given by the FVSRA Staff to help needy families in North Aurora.

B. Thank you was received from Pedersen house, a new group home in St. Charles, for the gift basket given to residents by FVSRA.

C. Thank you was received from Mrs. Marylyn MacArthur for considering her daughter's needs in program planning.

## **OLD BUSINESS**

### **A. Strategic Planning Process**

The Committee of the FVSRA Board of Directors met at 5:30 on January 28, 2008 to review the Action Plan of the Strategic Plan. It was recommended by the Committee to vote on the Action Plan at the February, 2008 FVSRA Board Meeting in order for all Board Members to have time to review the Action Plan. The Committee expressed concern that the Action Plan is very aggressive, with many goals to accomplish in a short period of time. Many of the goals could take more than a year to achieve. It was the feeling of the Committee to meet every few months to review the Action Plan progress/timeline and make adjustments as needed.

In order to best facilitate the Action Plan item regarding Board Governance, a sub-committee was formed to bring its recommendations regarding board governance, policies and procedures to the entire FVSRA Board for approval. Board Member Clark stated that with some fulltime FVSRA positions currently open, a modification of Action Plan goals and tactics may need to be adapted.

Mr. Ron Vine thanked the FVSRA Board of Directors for the opportunity to perform the services involved with the survey and strategic plan. He believes that FVSRA is experiencing a great deal of success, with 61% of its programs rated as excellent. He has enjoyed working with the Executive Director, the FVSRA Board, the committee, the staff.

The Executive Director thanked Mr. Vine for making the process as easy as possible, and is looking forward to reaching the goals in the next three years.

### **B. PACE Vehicles**

The Executive Director reported that Ms. Heidi Katz, legal counsel for FVSRA, sent a letter to PACE, along with a check in the amount of \$2.00, requesting that the ownership of the PACE vehicles, which FVSRA had leased, be turned over to FVSRA. As of this January 28 board meeting, Ms. Katz had not heard from PACE.

### **C. Village of South Elgin Request for Membership**

The Executive Director reported that all six FVSRA Member Park Districts passed motions for approval of membership for the Village of South Elgin Parks and Recreation to join FVSRA. Minutes of such action from the six Member Park Districts have been provided. The next step is for the FVSRA Joint Agreement, with South Elgin Parks and Recreation included, to be signed by all districts.

Marta Rees, FVSRA Public Information Coordinator, will be working with the South Elgin staff to publicize the new relationship. The FVSRA staff will be touring the facilities of South Elgin and its resources will be added to the FVSRA list of facilities.

## **NEW BUSINESS**

**None**

## **DIRECTOR'S REPORT**

### **A. Personnel Update**

The Executive Director reported that interviews for the position of Superintendent were held on January 18. An offer was made to one of the applicants, who is to give his response on Monday, February 4, 2008. One of the other candidates who interviewed for the Superintendent of Recreation, is going to be offered the position of FVSRA Camp/Special Event Coordinator. Candidates who were interviewed for the Camp/Special Event Coordinator position were not good fits for the job. The Business Manager position was filled with a start date of December 27<sup>th</sup>, but several days prior to starting, this individual accepted another position with a salary of \$20,000 higher. Applications for the permanent part-time customer service/office assistant position are currently being reviewed.

### **B. Application for Recognition of a Special Recreation Association**

The Executive Director reported that FVSRA has been approved as a recognized SRA agency establishing FVSRA as an eligible provider of Medicaid services. The next step is to make application to the Department of Human Resources for FVSRA to be a provider.

**C. Access to Recreation Committee**

The Executive Director reported that she is currently serving on a continuing task addressing Access to Recreation needs, which focus on universal access rather than meeting only ADA requirements..

**D. IPRA Board**

The Executive Director is serving a second year on the IPRA Board and is working with John McGovern, Executive Director of Northern Suburban Special Recreation Association, on a task force to address the needs of US troops returning from Iraq, where park districts and special recreation associations would be more aggressively offering their services to these veterans.

**E. St. Charles 708 Mental Health Board**

The Executive Director is scheduled to submit the grant request to the St. Charles 708 Mental Health Board on February 6, 2008.

**SUPERINTENDENT'S REPORT**

None

**STAFF REPORTS**

The Staff reports were included in the Board Packet.

**ANNOUNCEMENT**

The Executive Director announced that the Dunham Fund grant application, currently being prepared, may provide funds for the FVSRA administrative assistant position.

The FVSRA Barbeque and Basket Raffle is scheduled for Wednesday, April 9, 2008 and contributions from Member Park Districts or individuals, of raffle prizes are very welcomed.

“FVSRA Dodge for a Cause” Fundraiser, sponsored with Fox Valley Park District, was held.

**ADJOURNMENT**

**A motion was made by Board Member Clark and seconded by Board Member Conner to adjourn the meeting. Motion passed. The meeting was adjourned at 7:10.**