

**Tri County Special Recreation Association  
Board of Directors Meeting Minutes  
January 20, 2015  
1:00 pm**

Call to Order:

Kelly Rajzer called the meeting to order at 1:00 p.m.

Roll Call:

Board Members Present:

Kelly Rajzer, Village of Romeoville  
Louise Egofske, Lemont Park District  
Sue Micklevitz, Lockport Township Park District

Additions or Revisions:

Approval of Consent Agenda:

- A. Minutes of the Meeting – November 24, 2014
- B. Treasurer's Report – November 30, 2014
- C. Pay for Action - November 2014
- D. Final Listing of Paid Bills – November 2014
- E. Treasurer's Report – December 31, 2014
- F. Pay for Action – December 2014
- G. Final Listing of Paid Bills – December 2014
- H. Recommended Bills for Action through January 20, 2015

Motion to approve the Consent Agenda as presented by Sue Micklevitz and seconded by Louise Egofske.

Roll Call:

Ayes: Kelly Rajzer, Sue Micklevitz, Louise Egofske

Nays: None

The Motion Carried

Community Comments:

In attendance: Kelly Keenan

Mrs. Keenan questioned the future funding for Tri County SRA. She stated at the Lemont parent meetings Mr. McGovern stated the agency would be funded until December 2015.

Egofske stated that Lemont Park District will officially stop being a member of Tri County SRA as of April 30, 2015. She stated Lemont Park District would not fund the agency after that time. Egofske stated that Mr. McGovern's comment was related to the tax levy and that Tri County SRA could continue as is until December 2015. Micklevitz stated the agency would be intact until December 2015. Prior to that date the agency will need to find a new member or join another agency in order to continue to levy. The goal is to make the transition as seamless as possible for everyone.

Mrs. Keenan requested clarification on the policy for minimum and maximum numbers for programs. Houzenga explained that it is not a policy but a guideline. Programs vary depending on tickets purchased, transportation, number of staff, etc. This specific program discussed was allowed to run under the minimum due to volunteer support in the program and since it was a new program geared to teens.

#### Attorney's Report

None

#### Correspondence

Wilson reviewed correspondence from Illinois Municipal Retirement Fund, PDRMA and Lauterbach & Amen, LLP.

#### Director's Report

Wilson highlighted the Director's Report.

##### A. Fundraising

- Received a \$500 donation from the Lemont Lions Club in support of our Holiday Party.
- Received a \$100 donation from the Brennan Family in support of Trivia Night.
- Received a \$300 donation from Carol & Mike Dunkin family of Lemont. McMaster-Carr will match the \$300.
- Staff and participants assisted at United Sertoma's football fundraiser.
- The wreath fundraiser is complete. 260 pieces were sold for a net profit of \$1,640.06.
- Trivia night is Saturday, February 21<sup>st</sup> at the Lockport American Legion.
- Staff will be attending the Lemont Knights of Columbus Social & Pizza party on February 17<sup>th</sup>.

##### B. Safety

- Tri County received PDRMA's Level A – Accredited \$1,500 cash award.
- Wilson & Houzenga met with PDRMA to begin the loss control review. With the current state of the Association, PDRMA has been decided to put the loss control review on hold until 2016.

### C. Marketing/Networking

- Wilson attended the Lemont Lions annual award dinner. The Lions recognized Tri County SRA with the Friends of the Lions award. In addition they gave certificates and pins to the 18 individuals who assisted with candy days.
- Wilson and Houzenga met with Brian Sisson, Associate Athletic Director at Lewis University. Lewis will be hosting our February 15<sup>th</sup> ITRS basketball tournament.
- Tri County hosted a booth at the Village of Romeoville Open House.
- Paul Parise from IMRF performed an Employer Compliance Review of Tri County SRA. No exceptions were found.
- Wilson attended the IAPD Legal Symposium and PDRMA's Risk Management Institute. Wilson will also be attending the State Conference and PDRMA's HELP program.

### D. University of St. Francis

- Wilson reviewed the University of St. Francis survey report.

### E. FY 2014-2015 Goal Update

- Wilson reviewed the goal updates.

### F. Fall 2014 Scholarship Report

- Wilson reviewed the fall scholarship report. A total of 12 scholarships were awarded for a total of \$2,015.

### G. Staff Update

- Justin & Melissa Banks are expecting their 1<sup>st</sup> child in June.
- Alyssa Feulner, Program Coordinator resigned her position. At this time we will not be replacing the position.
- Karen Gestautas, Public Information Coordinator is working very limited hours – approximately 8-10 hours per month.

### H. Upcoming Events

- ITRS Basketball Tournament – February 15<sup>th</sup>.
- Trivia Night – February 21<sup>st</sup>.

## Staff Report

Houzenga reviewed the program staff reports.

- Fall participation report – participation increased 15.29% from 2013.
- Through Action Club – Laura Bolf's Kiwanis Club poster placed 3<sup>rd</sup> internationally and 1<sup>st</sup> at the Illinois/Iowa district.

Unfinished Business

None

New Business

None

Announcements

None

Adjournment

Motion to adjourn at 1:53 pm by Sue Micklevitz and seconded by Louise Egofske. All in favor; none opposed; motion passed.

Minutes approved by Tri County Special Recreation Association Board of Directors.

Kelly Rapp  
Board Secretary

2/25/15  
Date