

**WESTERN DUPAGE SPECIAL RECREATION ASSOCIATION
MINUTES OF THE FEBRUARY 11, 2014 MEETING OF THE BOARD OF DIRECTORS**

- I. **CALL TO ORDER** - Chairman Ray McGury **called the meeting to order** at 2:00 p.m. at the Fountain View Recreation Center located at 910 N. Gary Avenue, Carol Stream, Illinois.

ROLL CALL: Those Present:

Bloomington Park District	Joe Potts	Warrenville Park District	Tim Reinbold
Carol Stream Park District	Dave Haring	West Chicago Park District	Gary Major
Glen Ellyn Park District	Dave Harris	Wheaton Park District	Mike Benard
Naperville Park District	Ray McGury	Winfield Park District	Mark Pawlowski
Roselle Park District	Rob Ward		

A quorum was established.

WDSRA Staff: Executive Director, Sandy Gbur, Superintendents Sharon Gedvilas, Lea Jackman, Nancy Miner/

- II. **INTRODUCTION OF GUESTS** – Joy Lynn Hyer, Management Association

- III. **PUBLIC COMMENT** – None

IV. **CONSENT AGENDA**

1. Minutes of Meeting – December 10, 2013 – REGULAR SESSION
2. Treasurer’s Report – November and December 2013
3. Disbursement Report – November and December 2013
4. Tax Payment Report – As of January 24, 2014

Ward/Pawlowski **moved to approve the Consent Agenda**. All in favor; none opposed; motion passed.

- V. **MEMBER DISTRICT EVENTS/INFORMATION** – Member districts highlighted their upcoming events. Benard invited board members to join him and to form a table at the Conservation Foundation Luncheon. Many of the districts gave updates.

- VI. **TASK FORCE REPORT – Organization Study Task Force** – McGury welcomed Joy Lynn Hyer from Management Association who presented the Market Benchmarking & Compensation Structure Development Project. She discussed the objectives and the findings and answered questions from the Board of Directors. The Board discussed the findings, what it could mean financially and discussed that if we made changes we would need to sustain them. Also discussed was the need to know total benefits to salary as this study did not include a review of benefits. Gbur explained that the Management Association shared a report that WDSRA could use to compare their percent of salary toward benefits. The board asked that the staff review the Benchmarking and Compensation report and give recommendations at the March budget meeting. McGury said he would like to know which salaries need immediate attention and the reasoning behind it. Benard commented that we don’t have to get everyone to the midpoint right away even though that is the recommendation. McGury shared how Naperville handled their adjustments after looking at the performance and value of the employee.

VII. CORRESPONDENCE – A file was passed for Board member’s review of press clippings and correspondence and conference summaries from staff on sessions attended.

VIII. DIRECTOR’S REPORT – Gbur asked for suggestions regarding the **recommended goal ideas** as presented. Benard asked about **#2 the Strategic Plan** goal and it was decided that it would be helpful to give the board a Status Update on the progress before we determine if a Strategic Plan process needed to be undertaken again.

Regarding **#10 the Organization Study**, Ward commented that he is feeling more comfortable with the budget information he has received and doesn’t believe #10 is needed. He said if the projections are accurate then we can sustain the Association in its present format. McGury said that he is not as anxious about #10 the Organizational Study anymore because he feels he has received a lot of information and while he is supportive of an outsider’s view he recognizes how unique we are and how difficult it is to find someone who can understand our Association. McGury said that the Board Retreat power point was eye opening based on the skill sets of staff and what it takes to serve the special needs population. He said he did not support a study at this time. Benard agreed. McGury suggested that we not make any formal decision until Fullerton and Dillow can give their thoughts. Benard offered to talk to Fullerton about the Retreat and Organization Study and McGury said he would talk with Dillow. Harris asked why the study was suggested and Benard said that there was the thought that there were too many staff and there was a question about efficiency.

Benard asked about **#8 the Return on Investment** stating that he thought it was just a math formula and that this goal could send a negative message to the Foundation board. Pawlowski said it was a question of whether we were spending 75 cents to make a dollar. Benard said that the Foundation’s Annual Report showed the financial picture. Gbur explained that she added the goal because she wanted to make sure that we have the proper answers and are positioned well when foundation members seek major gifts. She agreed it was a math formula and that staff could review this and report on it at the March budget meeting. Benard commented that he thought this would tie in with the **Case for Support** and would be the opportunity to explain to donors that the surplus will allow us to continue to serve in these difficult economic times. Benard commented that we need to spend down the reserve to make sure that the Foundation is poised to obtain major gifts.

Ward said that he wanted to make sure that we were not deferring too much **capital** so that it could become a problem. Gbur mentioned that the March Budget meeting was scheduled for March 20 at 2 pm but that we may need to select a different date and she would be in touch with board members. McGury reminded board members to give all of their budget questions and input to the staff by February 25 so that they had enough time to prepare for the March meeting.

IX. OLD BUSINESS

X. NEW BUSINESS - Gbur asked for thoughts on the Budget information that was presented as far as format volume of information provided in the summaries and if there were any questions or suggestions at this time. There were no specific comments.

XI. RECREATION REPORT – Miner highlighted the training completed for inclusion staff for age appropriate behavior. She highlighted the first support group WDSRA organized with Illinois Spina Bifida Association. Fall Inclusion Staff report.

XII. COMMUNICATIONS & DEVELOPMENT REPORT- Jackman reported that the chairman of the Foundation has changed and Jeff Hayden has stepped in as Chairman. She thanked everyone for their support of the Auction and announced that she filled the vacant Development Supervisor position. McGury asked for the auction invitation to be sent to him again to share with his board.

Gbur will type up the information from the **Board retreat** and share it in the March board packet so that the board can take action on recommendations that were made.

XIII. ADJOURNMENT - Benard/Major **moved to adjourn** at 3:31 p.m. The motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sandra Gbur".

Sandra Gbur, Board Secretary