



**FOX VALLEY SPECIAL RECREATION ASSOCIATION  
BOARD OF DIRECTORS MEETING**

February 27, 2024

10:30 AM

2121 W Indian Trail / Aurora, IL 60506 / 630.907.1114

**AGENDA**

1. **CALL TO ORDER** Chair Nadeau called the meeting to order at 10:30 AM, and Director Engelhardt called the roll.

<b>Member</b>	<b>Position</b>	<b>Agency</b>	<b>Roll Call</b>
Scott Nadeau	Chair	Sugar Grove Park District	Present
Nicole Vickers	Vice Chair	Geneva Park District	Present
Jaime Ijams	Secretary	Fox Valley Park District	Present
Brittany Meyer	Alternate	Batavia Park District	Present
Kim Wascher	Board Member	Village of South Elgin Parks & Recreation Dept.	Present
Tom Betsinger	Board Member	Oswegoland Park District	Present
Bob Thomson	Foundation Liaison	St Charles Park District	Present

**CHANGES TO THE AGENDA**

NONE

**RECOGNITION OF GUESTS**

NONE

**CORRESPONDENCE**

NONE

**CONSENT AGENDA**

Board Member Thomson made a motion to approve the consent agenda. Board Member Betsinger seconded, and the motion passed.

**EXECUTIVE DIRECTOR REPORT**

Director Engelhardt shared the progress on the \$250,000 Legislative Add-On Grant. The grant has been set up in all the necessary portals with Q1 and Q2 performance reports and financial backup submitted. Engelhardt shared FVSRA is halfway through a software migration to Paycom which will combine the current three-system software into one platform. This migration will streamline operations and improve efficiency.

Engelhardt was asked to be on the Aurora University Therapeutic Recreation Advisory Board which will help shape the future of the Therapeutic Recreation curriculum and direction at Aurora University.

## **ADMINISTRATION TEAM**

### **Inclusion:**

Superintendent of Inclusion, Jackie Jankowski, shared the Inclusion Department has completed the following:

- Onboarding Curriculum for New Hires: Formalized and facilitated onboarding meetings for 3 new program supervisors
- Updated FVSRA website with Inclusion services info and FAQ
- Formalized FVSRA Inclusion Billing Procedures
- Developed Inclusion Department Roles and Responsibilities breakdown by position
- Inclusion Coordinator Janae Winston Attained Certified Inclusivity Assessor Certification through the Inclusive Recreation Resource Center

Jankowski also shared the status of the Inclusive Program Evaluation. This will include the following deliverables:

- Inclusive Sensory Bag: production in progress for summer launch
- Standardized program visuals: produced over 130 visual lanyards for use in all programs

Jankowski has attended six Member Agency Recreation Department Meetings since December. She has facilitated four Member Agency Summer Day Camp Planning Meetings since December. Summer staff training has been confirmed, and the timeline has been shared for participant support check-in dates.

### **FVSRA Recreation:**

Superintendent, Claire Howes, shared the FVSRA team launched the Dr Kelly Resource Library with an open house attended by many key stakeholders. Howes referenced the challenge in securing facility space for summer day camp programs and the need to secure a few more locations this summer. SootheSpace has been at many programs, so please share this opportunity with your staff if you'd like SootheSpace at one of your events.

## **FOUNDATION REPORT**

Director Engelhardt shared the following:

- FVSRF BBQ + Basket Raffle will be held on April 12 at the Prisco Community Center
- TD Synnex will be one of the recipients of funds from the Share the Magic Golf Outing this fall.
- The Foundation Board is undergoing a strategic plan to help align resources with Foundation goals.
- There are two new Foundation Board Members: Rick Dickens and Jean Hess

## **MEMBER AGENCY REPORTS (PARK DISTRICT AND DEPARTMENT UPDATES)**

**Sugar Grove Park District:** Chair Nadeau shared they received an OSLAD grant to support Blackwalnut Park.

**St Charles Park District:** Board Member Thomson shared they received an OSLAD grant to support the East Side Sports Complex to add lights at the pickleball courts, put artificial turf on the softball fields, renovate the tennis and basketball courts, add a time ninja-type course, install flushable toilets in the bathrooms, and add a concession stand.

**Geneva Park District:** Vice Chair Vickers provided a status report of the universal playground.

**Oswegoland Park District:** Board Member Betsinger shared that their Administration Center will be renovated.

**Fox Valley Park District:** Board Secretary indicated receiving an OSLAD grant which will support the second phase of Blackberry Crossing, the renovation of the childcare center and classroom, and the renovation of the Vaughan Athletic Center upstairs locker rooms.

**Batavia Park District:** Board Alternate Meyer indicated they are going to bid for eight new pickleball courts at West Main Park.

**South Elgin Parks & Recreation:** Board Member Wascher shared that work will restart in March for the Lions Club Building.

**ACTION ITEMS**

9.1 Board Secretary Ijams made a motion to approve Time Off Benefits (Sections 3.0-3.5) of the FVSRA Personnel Handbook (179-184). Board Member Wascher seconded and the motion passed.

9.2 Board Member Wascher made a motion to approve the FVSRA Workstations project by Educational Environments not to exceed \$60,000. Board Member Thomson seconded and the motion passed.

**UNFINISHED BUSINESS**

NONE

**NEW BUSINESS**

Director Engelhardt shared the FY2024-25 Budget Assumptions and discussed high-level budget assumptions. This will be the basis for the FY2024-25 Budget.

**STRATEGIC PLAN**

Director Engelhardt provided a high-level analysis of the status of the Strategic Plan. The overall status is “good” with projects continuing as planned.

**EXECUTIVE SESSION**

NONE

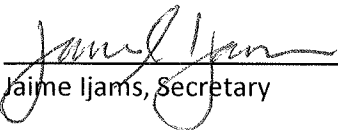
**ANNOUNCEMENTS**

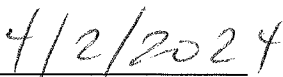
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**ADJOURNMENT**

Board Secretary Ijams made a motion to adjourn the meeting. Board Member Betsinger seconded and the meeting adjourned at 11:11 am.

Respectfully submitted,

  
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Jaime Ijams, Secretary

  
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Date