

**Minutes of the Waukegan Park District  
Special Meeting of the Board of Commissioners  
Special Recreation Program Advisory Committee  
November 3, 2016**

The Board of Commissioners of the Waukegan Park District met in a Special Meeting of the Special Recreation Program Advisory Committee on November 3, 2016 at the Douglas House, 732 North Genesee Street, Waukegan, Illinois.

**AGENDA**

**I. Call to Order**

The meeting was called to order at 6:03 pm by Jay Lerner who directed a Call of the Roll.

**II. Roll Call**

Present: Jay Lerner, Superintendent of Recreation; Julie Schneider, Manager of Special Recreation; Maria Owens, Specialist of Special Recreation; Mercedes Rivera, Janalle Roth and Tina Yurik

Absent: George Bridges, Board of Commissioner; Greg Petry, Executive Director; Melissa Juarez-Ehlers, Susan Johnson, Sharon Lambert, Chris Pace, and Christian Torres

Being that there was no quorum of the board, no official business was conducted.

**III. Review, Discuss, Decide**

**A. Fundraising Efforts**

▪ **2017 Polar Bear Plunge**

Schneider presented a copy of and reviewed documents related to sponsorship and pledging for the 2017 Polar Bear Plunge. She announced that the final version of all documents will be available within the week of November 14. Members asked to be emailed the final versions and they will print the number of copies they require. Members also requested that a list of potential businesses that they could pursue be included in the email. The Sponsorship Letter and EZ Tips from the 2016 event was combined into one 2017 flyer of bulleted out information. The new version was shared to allow for members to assist with understanding the promotions. The time frame to begin promoting the event and securing financial support is on track to allow online registration in the RecTrac registration system. Schneider reinforced the importance of securing Pledge Plungers as the means of obtaining adequate financial support to the event. Member Yurik reported that Matt D. is working again with the FOP to support is plunge pledge.

Schneider provided a brief overview of the decision to once again offer only the Registration/Changing Room. No refreshments outside of providing water for the volunteers and staff will be provided.

- **George Bridges 5K Run/Walk review**

Lerner reported that for the first time event the George Bridges 5K Run/Walk had secured 135 participants. The bulk of registrations came within a week of the event and on race day. It is estimated that \$2,100 was earned in proceeds to go to the Special Recreation athletic & program scholarship fund.

## **B. Programs / Services**

- **RecTrac – On-line registration:** RecTrac one year anniversary of implementation has just been completed. A number of obstacles to success have been encountered but for the most part it has been a good transition.

- **Activity Ideas**

- **Aquatic Programming:** On behalf of Kari Robinson, Schneider reported that the Otter's Swim Lessons have had consistent participation over the past year. With the opening of the new pool Robinson will be expanding lesson options. She is also looking to offer some form of an aquatic exercise program as well as Special Olympics Swim Team in the New Year. Adult swim lessons are on the programming slate probably in the summer season. Members were informed that the Grand Opening of the Aquatic Center is December 1 & 2, with the 1<sup>st</sup> being a preview by invitation only.
  - **Rhythm in Motion:** Tonight is the first night of the new Rhythm in Motion drumming program. The program utilized the yoga exercise balls and drumming sticks. Active movement is made while drumming on the ball to music. The program is being led by a Waukegan Public School staff that has been certified to conduct the program.
  - **Health & Wellness Family Challenge:** Schneider presented members with the instruction and logging sheet for the new 100 hours of recreation challenge introduced in the Winter magazine. It was explained that for a program to qualify family members must register for programs within the Winter magazine. The goal is to achieve 25 hours total within a family each quarter over the next year. Prizes will be awarded at the close of each season. Those that have successfully tracked and completed 100 hours from December 26, 2016 – December 26, 2017 will be put in a drawing for 1-3<sup>rd</sup> place prizes. Robinson has now started to advertise more often the General Recreation family programs in the SRNLC Brochure.
- **IAPD PowerPlay! Grant received**
    - P2K2 afterschool program: Schneider reported that Special Recreation received the PowerPlay! Grant for the P2K2 afterschool program to be run during the 2016-2017 school year. Registration numbers are low but it is running on Friday afternoons. Promotion of the free program continues as registrants can be added at any time during the program season. Yurik reported that Clearbrook has a wonderful working relationship with two Spanish speaking transition

teachers at Clearview Elementary School. She stated that this would be a good school to target for promotion of programs and services.

▪ **Family Programming**

- **Family Zumba:** Schneider reported that Robinson has successfully led the Family Zumba each season that it has been offered in the past two years. It was discussed that this program is a great example of a program that will qualify for the 100 Hours of Recreation challenge in 2017. Robinson is always open to any ideas members may have to expand family fitness and wellness programs.
- **Potential Partnerships:** Schneider presented to members that if they ever have a suggested organization that would be a natural fit to developing a partnership of programs or services to please let her know. With the support of Kara Miller, summer intern that remained on in the role of a part time Recreation Specialist, a database of potential organizations is being developed. After the New Year, Schneider will reach out to organizations to develop a working relationship.

**C. Strategic Plan Goals related to Special Recreation - WPD Initiatives**

- **Centennial Celebration:** It was presented to members that the Waukegan Park District is kicking off its 100<sup>th</sup> Anniversary on December 26 with a Meet & Greet, hot cocoa, campfire and ice skating (should the weather be conducive) all wrapped up with a 15 minute Firework display. Everyone is invited to attend and help to spread the word.
- **Management of Special Recreation and General Recreation:** Schneider announced to those that were not already aware, she was promoted to Manager of General and Special Recreation on May 1. Members congratulated her and expressed that it was a good opportunity to bring the two areas together to form a cohesive unit of programs and services.
- **Focus Group Meetings:** It was stated that Robinson will be holding two Focus Group Meetings one before the Christmas Holiday and the other in Spring 2017. The main purpose is to receive input from active participants and those not as active to obtain feedback and suggestion on how Special Recreation could better serve their needs and interests.
- **Resource Nights:** Owens reported that she has a resource night planned for November 29. This presentation will focus on guardianship with a guest speaker from Ruben Law. She also recapped the success of the prior presentation that focused on what services individuals with disabilities can receive by Ed McManus.

- Skill Based Sports Programming: On behalf of Robinson, Schneider reported that she has now added Soccer Skills in the line-up of Special Olympics sports offerings. With active athletes aging, limiting their participation or moving away, acquiring enough registrations to run team sports has been difficult. There is hope that the skills program will help to develop younger athletes and will naturally progress to becoming qualified to play on the team sports.

**D. Priorities for Next Meeting**

- Schneider presented the tentative 2017 Meeting Dates. Monday, April 10, 2017 and November 6, 2017 have been set.

**IV. Closed Session:**

There was no closed session

**V. Adjournment:**

Meeting adjourned at 7:03pm

## **OUR COMMITMENT TO YOU!**

### **MISSION STATEMENT**

The Waukegan Park District is committed to providing parks, facilities and leisure opportunities to our culturally diverse population through leadership with community involvement, dedicated staff and sound management.

### **VISION STATEMENT**

An innovative park district that creatively adapts to our evolving community and provides exceptional parks, recreation and cultural arts that benefit all.

### **VALUE STATEMENTS**

- Accountability...We will work to achieve the most effective and efficient use of our financial resources while striving for the best return on the use of our assets.

- Excellence...We will strive for the best in everything we do.

- Integrity...We will practice steadfast adherence to a high moral and ethical code, and we will reliably deliver on what we say we are going to do.

- Service Oriented...We will focus our efforts on our customers and will operate the District based on the needs of the community.

- Working Together... We will work WITH one another.

- Sustainability... The Board and staff will use a collaborative and cooperative team based approach that results in the best possible decisions for the long term greater good of the entire community.