

## Recreation Committee Meeting Minutes

3:00 pm

May 7, 2021

Sunset Community Center

**Present:** Pat Lenski and Jay Moffat

**Staff:** Nicole Vickers, Christine Shiel, Elliott Bortner, Francesca Borman, Jim Huetson, Joey Kalwat, Kelly Wales, Mike Hay, Ryan Coffland, Ryan Immordino, Sandy Harris & Brynn Pattermann

**Absent:** Beth Keen

### Hearing of Guests

There were no guests.

- Supt. of Recreation Nicole Vickers welcomed Commissioner Lenski and Commissioner Moffat. She explained that the meeting would cover Fall 2020 and Winter 2021 seasons, as well as the yearly goals for the recreation department. She continued to remind the board that the numbers were reflective of direct costs associated with each program area, and that if indirect costs were factored in most programs would be closer to breaking even. Ms. Vickers then asked the supervisors to present their reports for both Fall and Winter.
- SPRC Customer Service Manager Mike Hay: Mr. Hay's responsibilities include managing the front desk staff at SPRC, processing memberships, personal training and nutrition classes. **Fall 2020:** Mr. Hay shared that 8 personal training and 1 nutrition package were sold. Those packages had a 28% profit margin. **Winter 2021:** There was a large increase in personal training packages sold, with a total of 17 packages. There was 1 nutrition package sold. Those packages only had a 23% profit margin as we offered a special. The special showed much interest and staff plans to offer the special a couple times a year. A free nutrition seminar was offered with much interest. Fit start orientation resumed with 5 participants. Mr. Hay stated that staff plans to continue marketing and offer some additional specialty trainings.
- Recreation Supervisor Kelly Wales: Ms. Wales' responsibilities include Kids' Zone, Summer Camp, Day-off Trips, Teen programming and supervision of Mr. Immordino's programs. Ms. Wales introduced Ryan Immordino who joined the Full Time Recreation Department as the new Recreation Coordinator. Mr. Immordino will also take on Family programming. All teen programs did not run. Due to low enrollment Babysitting for Success was cancelled, however, interested participants were given additional resources. Day off Trips ran in the fall with very low enrollment, however, we attempted to keep all programs running. August trip was cancelled, due to the delay in starting the school year. Some of the extended mornings were cancelled due to no enrollment, so we adjusted our staffing schedule accordingly. Given all the changes the school district had to their schedule, if a student was a "schedule B" student, they most likely already had arrangements for Mondays as that was not one of their in-person learning days. Also, we did not take field trips, so all activities were on site this year. Enrollment increased in the winter and we were able to make a profit. In the 2018-19, we noticed enrollment was declining in our Day Off Trip's, we surveyed the families and the locations of the trips were too far they didn't want their children on a bus for that extended time. In 2019-20 we had adjusted the radius of our travel and offered a kindergarten only option, but we were unable to finish the school year offerings due to the start of the pandemic. This year we went back to combining the children in K-5, since we weren't traveling.

- SPRC Facility Manager/Fitness Supervisor Sandy Harris: Mrs. Harris' areas of responsibility include overseeing the Stephen D. Persinger Recreation Center, Pickleball, Fitness Classes, Co-Ed Volleyball and managing staff. **Fall 2020**: There were 20 group Fitness Classes that were held with a total of 347 participants. We purchased a Zoom Pro account in November to accommodate participants virtually. **Winter 2021**: There were 22 Group Fitness classes that ran with 269 participants. The classes started off on a virtual platform then switched back to in-person after the first week. More instructors returned for the current session and even more are looking forward to returning this summer and teaching outside. Class sizes were maxed at 10 participants. Adult leagues did not run. The gym was used to space out fitness equipment until a couple of weeks ago. With only one court available for leagues, the priority was given to youth athletic programs, members, rentals and pickleball. Pickleball lessons increased this winter and the Pickleball Basics class continues to gain interest. Pickleball is available every day except Saturdays at SPRC.
- Sunset Facility Manager Jim Huetson: Mr. Huetson's areas of responsibility include overseeing the Sunset Community Center Fitness Center, Mini Golf operations, Special Events, as well as managing the front desk. **Fall 2020**: The Hustle S'more had 223 participants that ran in waves. Hello Santa remains popular and had the same amount of participants this year. Escape the Mansion had an increase in participants this year and used QR Codes to provide clues instead of touch points. This event won the IPRA Award for the Best Special Event of the Year. **Winter 2021**: The Super Shuffle was held this year despite the extreme cold temperature. There were 316 participants that registered for the event, however only 150 runners actually ran the day of the event due to frigid temps.
- Recreation Supervisor Beth Keen: Assistant Superintendent of Recreation Elliott Bortner reported for Ms. Keen. He stated that Ms. Keen is responsible for Friendship Station Preschool, Dance, Cheer, Toddler, Youth, Adult and our Senior Trips. **Fall 2020**: Dance participation was down exactly 50% from 2019. No Jingle Ball Dance Recital was offered this year. Cheerleading had the same number of participants this season, however they were not able to meet for the same amount of hours each week, so revenue is down. No senior trips were able to run. Toddler revenue and participation was down. Music classes seemed to be the most popular. Youth revenue and participation was also down. Horseback riding and STEM classes were most popular. Adult horseback riding was the only class that ran this fall. **Winter 2021**: Dance participants were down about 50%. Cheerleading participants and revenue were down. There were no Senior Trips that ran this Winter. Toddler revenue and participation were down. A few classes ran with Music, Learning all the time and Terrific Two's being the most popular. Youth revenue was up with horseback riding, drawing and STEM classes being the most popular. Adult horseback riding was the only class that ran.
- Aquatics & Recreation Supervisor Joey Kalwat: Mr. Kalwat is responsible for overseeing both Sunset & Mill Creek pools, Playhouse 38, Cultural Arts & many Special Events. **Fall 2020**: Halloween Hayday was reimagined at Peck Farm with 4 timeslots. Profit margin increased 30% due to a decrease in expenses for activities that were not able to be held. Pizza Palooza remained strong offering families a free evening of entertainment and dinner. Polar Express was reimagined into Santa's Special Delivery where Santa traveled to 50 households. There were 2 cultural arts productions that ran, one in person with 200 tickets sold and one virtually with 45 tickets sold. Overall net gain was lower mostly due to limited amount of tickets able to be sold. **Winter 2021**: Cultural Arts returned to Playhouse 38 and 2 acting classes ran. Our first Shakespeare production, "A Midsummer Nights' Dream ran and there were 110 tickets sold. The overall dollars are down for Playhouse 38 due to lower enrollment in the productions and less tickets able to be sold.

- Athletic Supervisor Ryan Coffland: Mr. Coffland is responsible for overseeing Adult and Youth Softball, Youth Basketball, Contracted Athletics, Gymnastics and Tumbling. **Fall 2020**: Youth softball saw a slight decrease with 89 participants, only down 4 participants. Tennis saw an increase with 27 more participants this fall and only had a 13% cancellation rate. Adult softball leagues had 10 teams again this year. **Winter 2021**: The basketball program saw a decrease this winter, but still had a total of 127 participants. High School basketball is currently running with 17 teams. Tennis saw a slight decrease, but had 72% of participation compared to last winter. Most of the athletic programs had about 50% registration compared to last year. Some athletic classes and one-on-one trainings were offered virtually through Zoom.
- Sunset Customer Service Manager Francesca Borman: Ms. Borman is responsible for overseeing the front desk staff, Birthday Parties, Parents' Night out and processing pavilion rentals. **Fall 2020**: There were 8 birthday parties that ran this fall. Working on adding more birthday party options, one idea is to use the bounce house that we have at SPRC. Every month there are 250-350 birthday cards that get sent out electronically to parents that have children turning 4-9 years old the following month. **Winter 2021**: All of the fall and winter Parents' Night Out programs were cancelled due to low enrollment, however the spring session have been running.
- Manager of Peck Farm Park Christine Shiel: Ms. Shiel is responsible for overseeing the operations at Peck Farm Park including the Community Gardens and the Butterfly House. **Fall 2020**: The fall programs had a total of 162 participants and 27 classes ran. **Winter 2021**: The Peck House was closed to the public during the Winter. The upcoming spring programs look solid with 68 participants and 14 programs slated to run at this point.
- Ms. Vickers reviewed goals from 2019-2020, highlighting completed projects from the past year. She then reviewed upcoming goals for 2020-2021. Ms. Vickers discussed what the District plans to do during the Bridge Phase. The Governor recently stated that the State of Illinois is on track to enter Phase 5 around June 11<sup>th</sup>. Ms. Vickers went into details about what both phases would look like as far as capacities and programming. Staff will continue to monitor and follow all guidelines as they relate to the pandemic. Lastly, Ms. Vickers complimented all Recreation staff on the pride and dedication that they put into their work. Even through the pandemic and all the challenges, staff were able to impact numerous people and turn a profit. Commissioner Moffat mentioned that staff should be proactive and start planning how the District would handle and accommodate families if the law passes to offer Preschool free to everyone. Commissioner Lenski and Moffat both thanked the staff for their hard work over the past year especially during these trying times. Ms. Vickers closed the meeting by thanking Commissioner Lenski and Moffat and staff for their time and attention.

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Secretary Brynn Pattermann