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PARKS AND RECREATION

The magazine of the Illinois Association of Park Districts and the Illinois Park and Recreation Association



building better boards
& leading by example

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Conference

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do more and become more, you are a leader."*



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FROM THE EDITOR

It was a hot Saturday morning in June, and we were getting our house ready for a family gathering. My husband, Bob, and two of our boys, Will and Sawyer (middle child and youngest child) were outside getting the yard, pool and deck in shape.



"Boys, the deck needs to be cleaned," said Bob, as he headed around to the front of the house to mow. "One of you needs to hose it off and one of you needs to take the broom and scrub anything that the hose doesn't clean." Sawyer, the youngest Hill boy, quickly claimed the easier of the two positions, "I've got the hose!" Will, the laid-back middle child, just smiled. A few minutes later, Bob came back to check on them. He found Will running the hose and Sawyer, broom in hand, scrubbing the deck with that "this isn't fair look" on his face. Bob said, "Sawyer, I thought that you were going to run the hose." Sawyer frowned and said, "I was, but Will taught me *a little lesson called seniority.*"

I guess that's one way to look at leadership ... but I told Sawyer that seniority only goes so far, and if he plays his cards right, someday Will might be cleaning HIS deck!

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader." I can't help but think of those in the park, recreation and conservation field when I read this John Quincy Adams quote. I would challenge anyone to find a group more committed to maintaining excellent leadership skills than the commissioners and professionals at the helm of Illinois park districts, forest preserves, conservation, recreation and special recreation agencies.

Last year, IAPD calculated the number of times Illinois agencies have won the National Recreation and Park Association's *Gold Medal Award for Excellence in the Field of Park and Recreation Management*. We learned that out of the 260 awards presented since 1966, 25% of the winners have been Illinois park agencies. Illinois agencies have won the award 65 times! To put this in perspective, the next highest-winning state is Colorado, which won 27 times.

There is a reason that we are the most decorated state in terms of this prestigious award. Our leaders strive to be the best. They educate themselves through workshops, webinars and conferences – like January's *Soaring to New Heights Conference* (check out the *Preliminary Conference Program* on page 17.) They connect with colleagues in the field to share problems and solutions. And, they read things like this issue of *Illinois Parks & Recreation*, which contains thought-provoking articles like page 12's *Board Decorum*, which reviews board member expectations; and *Building Better Boards & Leading by Example* on page 56, which presents four main points that every leader should have as foundational footings.

I consider myself extremely fortunate to be a part of this great field. I get to work with hundreds of people who inspire me every day to dream more, learn more, do more and become more.

And, that's a little lesson called gratitude.

— Bobbie Jo Hill, Interim Editor



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Peter M. Murphy, Esq., CAE, IOM
IAPD President and CEO

Even Board Members Need a Job Description

The benefit of board member job descriptions is that they outline the board's expectations of the responsibilities of its members.

The purpose of the board is to determine the mission of the agency and encompasses the fiduciary responsibility that ensures strong fiduciary oversight and financial management. Under their fiduciary duty, the members of a board of directors are prohibited from self-dealing or acting in their own interest ahead of the interests of the agency. A board member also has a duty of care to make decisions on behalf of the agency with due diligence.

The board selects and evaluates the performance of the chief executive, and develops the strategic and organizational plan. The board assists in fundraising and resource development. The board members steer the organization towards a sustainable future by adopting sound, ethical, and legal governance and financial management policies, as well as by making sure the agency has adequate resources to advance its mission.

To further examine the board's organizational duties, board member job descriptions should be developed and utilized. This creates a baseline outlining the parameters for all board member responsibilities and their actions.

Consider the following responsibilities:

Duties:

- To serve the board as a voting member
- To develop governance policies, long-range plans, procedures and regulations for the operation of the agency
- To monitor finances of the agency, its programs and performance
- To protect the assets of the agency
- To insure the effective stewardship and management of the agency's human, physical and financial resources

Expectations at Meetings and Events:

- Regularly attend scheduled board meetings
- Share the responsibility for effective board leadership (which means participating in meetings and sharing opinions)

- Attend committee meetings which you serve as a member
- Attend board retreats, in-service workshops and other board development activities
- Attend and participate in special events and agency functions
- Attend training and educational programs offered by the Illinois Association of Park Districts

Board Obligations:

- Establish policy based on sound research and consideration of pros and cons of the issue
- Adopt policies so that the agency can run efficiently, effectively, legally and ethically
- Hire, fire, supervise, evaluate and support the executive director
- Interpret the agency's mission, values and vision to the public
- Set strategic direction that adopts goals relating to the mission of the organization
- Secure adequate funds
- Monitor operational and capital finances
- Act as a resource, as a sounding board and as the eyes and ears for the citizens of the community, making sure that the agency is meeting their needs
- Develop, maintain and update long-range plans
- Adopt a Code of Ethics
- The board will from time to time seek to affect local legislation and public policy as it deems necessary on behalf of the stakeholders. Personal positions may not be presented in such a way that would be construed as representative of the district.
- The board will consciously invest in its ability to govern competently and wisely. Costs will be prudently incurred to develop board skills, methods, and supports to assure excellence in governance.

Specific Duties:

- Respect various points of view and participate in decision-making
- Be well-informed about issues and agenda items in advance of meetings
- Participate in organizational decision-making
- Represent the organization to the public and to private industry
- Educate yourself about the needs of constituents

Rights of Board Members:

- To be kept well informed about the strategic plan and agency operations
- To be given well written and useful background information to make decisions on the issues pertaining to the agenda
- To be part of a highly respected organization and to enjoy one another's company and the satisfaction of meeting the park, recreation and conservation needs of all citizens

Individual Board Member Expectations:

- Know the organization's mission, policies, programs, and needs
- Faithfully read and understand the organization's financial statements
- Serve as active advocates and ambassadors for the organization and fully engage in identifying and securing the financial resources and partnerships necessary for the agency to advance its mission
- Leverage connections, networks, and resources to develop collective action to fully achieve the agency's mission
- Help identify personal connections that can benefit the organization's fundraising and reputational standing, and can influence public policy
- Prepare for, attend, and conscientiously participate in board meetings
- Participate fully in one or more committees

Agency Expectations:

- Follow the organization's bylaws, policies, and board resolutions
- Sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclose potential conflicts before meetings and actual conflicts during meeting
- Maintain confidentiality about all internal matters of the organization

After you develop the Board Member Job Description, with the consensus and input of all members, memorialize it in your board policy manual. Plan to revisit it annually in order to update it. This also acts as a reminder to all board members of their responsibilities.

There is one important action that boards with good governance traits are mindful of, which is to: **Incorporate a Culture of Curiosity.**

Park boards and their executive teams across Illinois are constantly challenged with the changing demands of providing quality recreational experiences for the members of their communities. New trends, shifting demographics and the impact of weather all affect the popularity of such programming as well as the financial health of an agency.

All of these factors are the reason that one of the most important words to effective and successful leadership is the frequent use of the word "why." The power or "why" is not

in asking what went wrong, but in the context of seeking new possibilities as in "why not."

Strong leaders understand that asking questions that bring out fresh information can be the key to bringing about transformation and growth. The power of why:

- Creates a climate of discovery
- Captures new ideas
- Encourages diverse perspectives
- Honors everyone's contributions
- Articulates a shared understanding
- Breaks down resistance to change
- Overcomes the myth that "some individuals are not creative"
- Nurtures the preferred perspective of possibility
- Accelerates problem solving
- Creates a culture of active inquiry and innovation

Albert Einstein framed the importance of questioning the status quo and finding solutions as follows:

"If you had an hour to solve a problem and my life depended on the solution, I would spend the first 55 minutes determining the proper question to ask, for once I know the proper question, I could solve the problem in less than five minutes."

I look forward to seeing you at IAPD's upcoming events.

2019 CALENDAR OF EVENTS

Wednesday,
September 18, 2019
**IAPD Summer Golf Tour
Outing #4**
Glenview Park District
Glenview Park Golf Club

September 24-26, 2019
**NRPA Congress &
Exhibition**
Baltimore, MD

Friday, November 1, 2019
**Best of the Best
Awards Gala**
Wheeling Park District
Chevy Chase
Country Club

Thursday,
November 14, 2019
Legal Symposium
McDonald's U/
Hyatt Lodge

January 23-25, 2020
**2020 IAPD/IPRA
Soaring to New
Heights Conference**
Hyatt Regency Chicago

Tuesday, April 28, 2020
Parks Day at the Capitol
Illinois State Capitol

IAPD
Illinois Association of Park Districts

EYE ON THE PROFESSION

A CLOSER LOOK AT TRENDS AND ISSUES IN THE PARK AND RECREATION PROFESSION



By Debbie Trueblood, CAE
IPRA Executive Director

IPRA is Leading By Example and Following Your Successes

The theme of this issue leading by example and building better boards. This year, IPRA has focused much of our time and attention on celebrating our 75th anniversary and meeting members across the state in their home communities as part of the 75 Conversations Tour. This has been such a wonderful opportunity for me to get out and see all the things that you are doing, seeing you setting a great example as leaders in your community. I have been so impressed with everything I have seen. I have been on statewide tours before during my seven years with IPRA, but not to this extent. I've focused on meeting people and seeing agencies I haven't seen before, as well as returning to visit some of our continuing leaders.

One of my favorite parts of my role with IPRA is being a connector for people, resources, and opportunities. So, I have been listening to your stories, and where appropriate, I have been sharing your stories, helping others to connect with what you have accomplished, paving the way for you to be a leader among the membership. People ask me, "Has anyone closed a golf course before? How did they handle the community's concerns?" and I'll suggest a member I've met who has done it successfully. Members share, "We're trying something new, adding more art to the park," and days later someone will ask me ideas for doing that better and I'll share what I learned from you. I've heard trends and common challenges. I have been impressed with so much of what I have learned. I loved that a few agencies are doing urban camping in your parks. Several of you are incorporating teens as volunteers for other programs, in lieu of traditional teen programming. One urban community is using bartering to serve people who can't afford services, such as having an outside youth group volunteer for other events in exchange for free venue rental. Many of you are being creative with doing "more with less".

I have especially enjoyed seeing the things that make you special like the Kane County Forest Preserve working to protect a species of endangered turtles in their community

and the beautiful nature-scape at the Champaign County Forest Preserve. I am still trying to wrap my brain around the innovative design for Maggie Daley Park in downtown Chicago, a destination park built on top of a parking garage. The "wake-park" at the Rockford Park District turned a part located within a low-income neighborhood into a national tourist attraction. You are all leaders in our community, and I commend you for your creative approaches. Have no doubt that if you showed me something really wonderful on the tour, I told EVERYONE about it!

"You are all leaders in our community and I commend you for your creative approaches. Have no doubt that if you showed me something really wonderful on the tour, I told EVERYONE about it!"



As you are leaders in parks and recreation, at IPRA, we also want to be leaders as the association who serves you. Right now, we are finalists for a national PR award in competition with corporate entities like NBC's "The More You Know" campaign.

Further, IPRA presents on your behalf at conferences across the country. In August, I co-presented a session at the American Society of Association Executives (ASAE) annual meeting about a project I have been working as the 2018-2019 Chair of the ASAE Ethics Committee. Together, we created an ethics toolkit to help associations like us, who wish to create a more positive ethical environment, by providing them with several ethics-based policies based on a year of researching best practices. In 2020, the board has approved that I will work with an outside HR Consultant to bring back suggestions to the board which will implement ideas from the new ethics toolkit, as well as going beyond legal minimum standards for our personnel manual, to

consider more “gold-standard” type practices for our staff office, ensuring that we are a place that treats our staff with the same level of respect we hold for our members.

We have been featured once again at the national level in the ASAE July/August 2019 magazine for our innovative ProConnect mentoring program. This model has received national attention numerous times. After presenting on the model all over the country, many associations use our model at their associations and I receive calls and questions from associations nationwide who see us as a leader in this area.

This summer the IPRA staff and I took notice of the members we have in states all across America. (If you're reading this, hello California, Arizona, Maryland, and all the members in nine other states. We're glad to have you with us.) We know many out-of-state members are with us for our webinar series. So, we rolled out a proposal with our sister states to allow those members to come into our webinar program under our umbrella. In other words, our webinar program is going national. IPRA is leading the way in on-line education.

Lastly, the IPRA Finance Committee and Board have approved our dues rates for next year. We are proud to have no dues increase. In fact, we have only had three dues increases since 2012, each for only \$10 a person. Further, this year, we have made an adjustment to move park and recreation college and university faculty in with our students to offer them free dues, in the new, “Collegiate Member” category. This will allow the faculty who have often been paying their own way, to become even better advocates for IPRA in their classrooms and connect us to the future of our field.

We are leaders in the association field and we see you as leaders in parks and recreation. The success we have achieved is a shared story about all we have done together. That is because of people like you who have volunteered, committed your time, and worked hard for us.

I hope you take a moment to think about the people you know who deserve recognition for their work serving their communities, advancing their agency's missions, and advancing our entire profession. I urge you to write a note or send an email to give thanks and recognition to someone you see as a leader at your agency. Tell them you couldn't have done it without them. IPRA has come a long way and on behalf of all of us on the board and staff, we couldn't have done it without you.

Upcoming Events

September 11 & 19, 2019
Webinar: Your Agency as Quality of Life System

October 28 & 29, 2019
CPRE Exam Prep Series
Palos Heights Recreation Center

September 13, 2019
Education Roadshow - Macomb, Illinois
Lakeview Nature Center - Macomb Park District

November 10-13, 2019
Professional Development School
Eagle Ridge Resort & Spa

October 2-4, 2019
Certified Playground Safety Inspector Course
Town of Normal Community Activity Center

October 9 & 17, 2019
Webinar: The Revenue Game - Strategies for Success



For details and registration, please visit the IPRA event calendar at ILipra.org

Registration ends October 21, 2019

PROFESSIONAL DEVELOPMENT SCHOOL

11/10/2019 - 11/13/2019
Eagle Ridge Resort and Spa



register at ILipra.org



Jason Anselment
Legal/Legislative Counsel

Continuing Education and Ongoing Training are Keys to Building Better Boards

Where did the summer go? It seems like just a few weeks ago member agencies were opening their outdoor swimming facilities and starting a busy season of summer programming while we were wrapping up the spring legislative session and traveling around the state for the IAPD Boot Camps.

As I look back at the beginning of summer and the flurry of legislative activity alongside new commissioner training, I cannot help but be reminded of the theme for this issue of *Illinois Parks & Recreation: Leading by Example and Building a Better Board*.

One of the best ways to demonstrate leadership and build a better board is to keep up with ever-changing legal requirements that impact agency operations and best practices through ongoing training and continuing education.

Use IAPD Member Benefits to Build Better Boards

During my nine years with IAPD, I have been thoroughly impressed by the level of commitment to continuing education by so many IAPD members. This is particularly true when it comes to volunteer commissioners who are already graciously giving so many hours to attend meetings, district events and other activities.

Commissioners who make this commitment to continuing education are truly leading by example to build a better board. Keeping abreast of legal and legislative developments and the latest trends in parks, recreation and conservation helps ensure that districts are operating efficiently, effectively, legally and ethically.

IAPD offers many resources to help members stay on top of their game, including educational programs, webinars, publications and other resources. In fact, some of IAPD's best opportunities to lead by example and build a better board are just around the corner.

Attend IAPD's Premier Legal Event

Staying up to date on so many legal and legislative developments may seem overwhelming, particularly for volunteer board members who have many other time

commitments. The IAPD Legal Symposium is one of the best ways to make sure you and your agency stay current with recent legal changes affecting park and recreation agencies that have occurred in the past year.

As you know from IAPD's Legislative Updates, this was a particularly busy year for the Illinois General Assembly, so there will be much new ground to cover at the 2019 Legal Symposium on November 14. Legal experts will discuss numerous hot topics including the impact of the legalization of cannabis on workplace policies and procedures, more updates to address harassment in the workplace, new hiring limitations and other significant employment-related developments and tips and strategies for handling FOIA requests in the era of transparency.

Of course, new statutes are not the only important developments that impact an agency's day-to-day operations. Legal experts will also discuss new federal and state court decisions that provide important guideposts along with state and federal regulations that were adopted during the past year.

The fact that the Legal Symposium sells out nearly every single year is strong evidence of this valuable board building opportunity.

Build a Better Board at the Annual Conference

While the Legal Symposium provides an excellent summary of new legal developments from the past year, there is no better way to build a better board through education and training than the annual IAPD/IPRA Soaring to New Heights Conference in January.

In addition to a deeper dive into a wide variety of legal topics, the annual conference also offers the very best opportunity to learn about the latest trends in parks, recreation and conservation. Additionally, the schedule always includes numerous board building sessions on parliamentary procedure, ethics, boardsmanship, open meetings rules, the commissioner's roundtable and much more. These are just a few of dozens of courses that can help build better boards by making meetings run more

smoothly, preventing legal and ethical violations and encouraging civility in governance.

In addition to classroom learning opportunities, the annual conference affords commissioners with an opportunity to network with board members from other agencies. By collaborating with fellow commissioners and professionals throughout Illinois, elected officials can learn about programs, partnerships, techniques and other practices that have and have not worked at other agencies.

I often wonder how many legal pitfalls are avoided, how much money is protected through cost-saving programs, and how many new ideas are implemented each year as the result of education, training and networking at the Soaring to New Heights Conference. If you want to build a better board, lead by example by taking advantage of the many resources at the annual conference.

Other Important Resources Available at Your Fingertips

In addition to educational events and learning opportunities, IAPD is constantly working with our partners to develop new resources to help member agencies build better boards.

The latest example is the 8th edition of the *Illinois Park District Financial Procedures* guide, which is hot off the presses. This easy-to-use publication complements

educational sessions on this topic at the IAPD Boot Camps and conference and serves as a quick reference guide throughout the fiscal year.

With the tax levy season upon us, there is no better time to obtain this important tool. In addition to the Truth in Taxation and tax levy procedures that can be utilized immediately, the guide covers many other important financial topics including the budget and appropriation process, audit and financial reporting procedures, bond issuances and much more.

Some of the most important decisions that boards confront on an annual basis are related to the district's financial procedures, and this tool can be utilized to facilitate the board's decision-making. The latest edition includes several new sections and incorporates amendments to the Park District Code and other laws that have been enacted since the last edition was published eight years ago.

Earlier this year, IAPD also published a brand-new edition of *The Park District Code*. This is one of IAPD'S most popular publications because it contains the most comprehensive compilation of laws affecting park districts. The newly revised edition contains five entirely new statutes and incorporates dozens of changes to existing laws. It is a valuable resource that most commissioners wish to have readily available.

These are just two of many IAPD publications that help build better boards.

TWO **MUST HAVE** RESOURCES FOR EVERY COMMISSIONER



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ILPARKS.ORG/STORE**

Important Research and Benefits of Parks, Recreation and Conservation Are Available 24/7

Outstanding board members are advocates for their agencies, and an important part of advocacy is being able to articulate the benefits of park, recreation and conservation agencies.

During the past ten years, IAPD has conducted several important research studies to support our advocacy efforts. These research findings are available to IAPD members 24/7 through the IAPD website. In addition, we have collected information from numerous other reputable sources to help commissioners articulate the benefits of investments in park districts and other local recreation and conservation agencies when advocating on behalf of their agency.

Take Advantage of IAPD Membership and Build a Better Board

These are just a few of the educational opportunities, publications and other resources that IAPD offers throughout the year to help build a better board. We strongly encourage you to lead by example and avail yourself of these opportunities.



BOARD DECORUM

BY BOB HARRIS, CAE

When board members join a board they expect to receive and read the governing documents. The bylaws, policies and articles of incorporation outline board authority and limitations.

But what about board decorum? Decorum is the behavior of board members considered to be correct, polite, and respectable.



There are board member expectations *not* written in the governing documents. They are described in a page titled “board decorum,” “ground rules” or “cultural expectations.”

Karim Shaaban, IOM, Program Director, Jordan, Center for International Private Enterprise (CIPE) offers, “What values and behaviors should be encouraged on the board, and what should be avoided? Is the leadership ethical, efficient, humble and fostering a democratic process, or do board member behaviors hamper board progress?”

Without identifying and communicating decorum, board members learn by trial and error or remain unaware of expectations.

Developing Ground Rules

To establish decorum or guidelines start with a discussion among officers and the executive director. “What do we expect members to do and how should they behave,” is the question.

The discussion can be completed with the full board, “What do you think is important for a board that is not described in our governing documents?”

Suggested Decorum:

- ✓ Consensus
- ✓ Digital Distractions
- ✓ Involvement
- ✓ Timeliness
- ✓ Appearance
- ✓ Be Recognized
- ✓ Stay on Topic
- ✓ Confidentiality
- ✓ The Right Hat
- ✓ Prepare
- ✓ Culture of Respect



SUGGESTED DECORUM

Consensus – The place for debate is *inside* the board meeting. Once a vote is taken, board members should not express dissenting views after the meeting. Decisions of the board shall stand. Promote a culture of trust.

Digital Distractions – Maintain focus at meetings by turning off phones and tablets that cause distractions. If access to messages is a priority, turn them to vibrate. Texting others in the meeting is discouraged. Take emergency calls outside the meeting room.

Involvement – Board meetings are infrequent; thus, board members should remain engaged in between meetings. Ways to do this include interface with members, attending events, and preparing for the next meeting by reading and asking questions in advance.

Timeliness – To respect the time of volunteers, meetings will start and end as announced. It requires a quorum of board members to conduct business. Be on time or arrive early. During meetings help us avoid wasting time with questions that might be irrelevant or better addressed before or after the meeting.

Appearance – The community views board members as representatives of the organization. Whether posting on social media or enjoying a beverage at a local tavern, people will judge board member behaviors. Be careful posting on social media --- it may seem personal, but others scrutinize your words and actions. When not representing the agency, be sure to remove the agency's official nametag.

Be Recognized – The board chair has a responsibility to complete the agenda. If you have something to add to a discussion, ask to be recognized. Raise your hand or ask for the floor. Sidebar conversations are a distraction and rude to the person who has the floor.

Stay on Topic – Adhere to the set agenda; it serves as a road map for the meeting. Frequent distractions at meetings are problematic. Be mindful of phrases like, "I just have a question," and repeatedly starting statements with, "I hate to be the devil's advocate."

Confidentiality – Information shared in a board meeting may be sensitive, for instance grievances, contracts or finances. Follow lines of communication for announcing board news. Treat discussions and documents confidentially. Beware of posting board news to social media.

The Right Hat – Board members take on varied roles. In addition to governance, they may be asked to raise funds, chair a committee, or testify before a governmental body. Board members should respect the authority and limitations with each role.

Prepare – Preparation is a fiduciary duty. Read reports or the consent agenda in advance of the meeting. Many questions can be answered beforehand. Be sure the official governing documents are read and understood at the start of a term.

Culture of Respect – Board members will interface with new people and ideas. Be respectful and avoid being judgmental. One of the best board member qualities is humility; not boasting about self but respecting all types of people, interests and practice settings. Plan to listen more than you speak. The board – staff relationship should be appreciated to maximize organizational effectiveness.

Contribute – There are many ways to contribute. Board members bring knowledge and resources to the organization. Providing in-kind services may be as valuable as personal contributions.

Celebrate – Have fun during the year. There will be successes and milestones to celebrate. Frequently recognize the good work of committees, officers, staff and fellow board members.

Include the board guidelines in a leadership manual or discuss it at the orientation. Some organizations require board members to acknowledge the "ground rules" by signing the page.

Note: Bob Harris, CAE, provides free governance tips and templates at www.nonprofitcenter.com.

70+ Tips for the President

By Carolyn Gardner with Bob Harris, CAE

1. Be able to recite the mission statement – memorize it.
2. Volunteers want to make meaningful contributions – consider yourself as a conduit or facilitator.
3. The president and the executive director work best as equal partners.
4. Serve food at meetings; but avoid too much sugar.
5. Don't ask the staff to do anything personal for you. They are paid to manage the agency – not to manage you.
6. Do away with “tired committees;” establish quick response task forces when they are needed.
7. Know the law and the code of ethics – don't break either.
8. Really know the bylaws and policies.
9. One of your roles is to develop future leaders.
10. On the board, you represent the agency; not yourself or your firm.
11. Reserve a portion of each board meeting for futuristic “thinking.”
12. Understand financial statements.
13. Watch what you say at the podium...never hurt anyone with words.
14. Be up front with your executive director on all issues.
15. Respect your executive director, he or she is a true professional.
16. Ask your executive director's advice before you do something controversial.
17. Defend the board's position as your own, even if you didn't agree with it.
18. Streamline board meetings with well-planned agendas, consent agendas and rules of order.
19. Study the organizational chart; if you don't have one – create it so that you understand the proper flow of information and hierarchy.
36. Admit your mistakes; no one has ever done this job perfectly.
37. Don't be embarrassed to say, “I don't know.”
38. Even a blank sheet of paper has two sides; be a good listener to others' input.
39. Consider taking “the road less traveled.”
40. Mistakes are the basis for experience.
41. Make a point of introducing yourself often to people of influence; reach out to meet others.
42. Change will happen whether you are ready or not; don't fight it.
43. Allocate time to read, read and read.
44. Communicate, communicate, and communicate. And then again.
45. Members don't always read. Sometimes you need to communicate in a different way; plan on communicating your most important messages at least 3 times to be understood.
46. Be the organization's main cheerleader.
47. Have the courage to admit someone else may have a better idea than you.
48. Attitude is everything.
49. The process of how you do it is often as important as what you do.
50. Don't take criticism personally.
51. Don't procrastinate on the hard decisions. Nobody appreciates a fence-sitter.
52. Give credit often to volunteers, staff, etc.
53. Follow the KISS theory – Keep It Simple (Stupid)
54. There is a better way to do most everything – don't reject new ideas (and technology).
55. Respond promptly to email and telephone calls.
56. Promote the organization by wearing a lapel pin and use the logo appropriately.
57. Invite everyone to enter with their opinions, but to expect to leave with a decision.

Desirable Traits and Communications

20. Be the leader your board members will respect and trust for years to come.
21. Show respect for time. Meetings should start and end as announced.
22. Take your role, but not yourself, seriously.
23. Avoid secrets and promote transparency.
24. Listen to the whispers and you'll avoid the shouting.
25. You can't please everyone but strive to be respected by everyone.
26. Stay physically fit – stress kills.
27. Be flexible. It's not important that you always win.
28. Praise in public; criticize in private or not at all.
29. Be happy...smile a lot.
30. Never say, “We have always done it that way” or “we tried that once before.”
31. If you aren't moving forward, you are losing ground.
32. Never jeopardize anything said to you in confidence.
33. Tell meaningful stories but not stupid jokes; anything inappropriate stated in meetings and e-mail will bite you.
34. Everyone's opinion counts, especially if you are on the opposite side.
35. Call on other leaders (past and present) for counsel; you're not in this alone.

Outcomes

58. Your job is to advance the existing strategic goals; not to make a to-do list of projects you want to do during your year.
59. You've heard the adage – “Ask a busy person if you want to get the job done...”
60. Do fun things frequently during your term – life is short!
61. Remain focused! You'll find it easy to get off track.
62. Put the important items at the top of meeting agendas.
63. Perception is reality.
64. Review your accomplishments every three months and make course adjustments.
65. Celebrate small successes; they will add up by the end of your term.
66. Don't major in minor things. Give each issue only the time it is worth.
67. The road to success always has a few bumps.
68. Consider yourself as the steward of the organization whose outcomes will be remembered for years, decades or longer.
69. Two or three homeruns will be considered a successful year.
70. Don't take your eyes off the goal.
71. If you're not at the table, you're probably on the menu!

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PRELIMINARY PROGRAM



January 23-25 | Hyatt Regency Chicago

151 E. Wacker Drive, Chicago, Illinois

ILparksconference.com

IAPD
Illinois Association of Park Districts

ILLINOIS
ipra
PARK & RECREATION ASSOCIATION

WELCOME



WELCOME AND GREETINGS!

On behalf of the 2020 IAPD/IPRA Joint Conference Committee, welcome to the first *Soaring to New Heights* conference of the decade!

Our conference holds the unique distinction of being **the largest state park and recreation conference in the nation!** We unite thousands of elected officials, commissioners, professionals, students, and supporters of park districts, forest preserves, conservation, recreation, and special recreation agencies for three exciting days of 'all things' parks, recreation, and conservation.

One of the most impressive aspects of our conference is the wide array of high-quality professional development available. The Joint Conference Committee has organized a terrific slate of learning opportunities, activities, and networking events, including 20 pre-conference workshops, over 175 sessions, and the Saturday morning *Keynote General Session* with Chicago's very own Jarrett Payton. (*Go Bears!*)

You can also visit with more than 300 vendors who are showcasing goods and services designed to improve your agency's programs, services, and facilities. Their support enables us to offer this well-rounded and exciting conference, so please take the time to meet with them in the exhibit hall on Thursday and Friday. You will be amazed at the incredible amount of information they have to share!

In the park and recreation industry, we CREATE FUN, and this year's conference will be no exception. Kick-off your conference experience at the *Welcome Social* on Thursday evening with *Hello Weekend*, whose incomparable style and high-energy sound will deliver a mesmerizing performance. Celebrate and be inspired at the *Friday Awards Luncheon*, where we recognize the amazing achievements of leaders in our field. And, be sure to visit the **NEW Unplug and Play Space** where something **GIANT** will be happening! Completing your conference experience, we encourage you to join us at Saturday night's *Closing Social* for an evening of fun and games at Dave & Buster's!

To help you stay organized and informed, back again in 2020 is the popular conference mobile app. Simply visit the Apple Store or Google Play and download the app on your mobile device. Once you've registered for conference, you can log in to the app to personalize your schedule, scout out exhibit hall vendors, earn and track CEUs, complete session surveys, and much more!

A heartfelt **THANK YOU** goes out to the many amazing conference volunteers for their tremendous dedication and perseverance. The conference would not be possible without you! To our exhibitors and speakers, we thank you for your continued support of Illinois parks, recreation, and conservation. Lastly, to our attendees, a shout out goes out to each of you for your dedication to the pursuit of knowledge and for your commitment to preserving natural resources and improving the quality of life for all people in Illinois.

We look forward to seeing you January 23-25, 2020 at the Hyatt Regency Chicago.

MIKE VOGL

Commissioner
Bloomington Park District
IAPD Conference Co-Chair

KEVIN ROMEJKO

Superintendent of Business Services
Bartlett Park District
IPRA Conference Co-Chair

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SCHEDULE - AT - A - GLANCE

THURSDAY, JANUARY 23

7:30 am – 5:00 pm	Conference Registration Open
9:00 am – 12:00 pm	Career Development Symposium (0.3 CEUs)
9:00 am – 12:00 pm	Pre-Conference Workshops (0.3 CEUs)
12:00 pm – 5:00 pm	Grand Opening of the Exhibit Hall
1:30 pm – 4:30 pm	Pre-Conference Workshops (0.3 CEUs)
5:15 pm – 7:15 pm	IPRA A&F Section Meeting and Social
5:15 pm – 7:15 pm	IPRA C&M Section Meeting and Social
5:15 pm – 7:15 pm	IPRA REC Section Meeting and Awards
5:15 pm – 7:15 pm	IPRA TR Section Meeting
6:00 pm – 7:00 pm	Professional Connection
9:00 pm – 11:30 pm	Welcome Social with Hello Weekend

FRIDAY, JANUARY 24

7:00 am – 5:00 pm	Conference Registration Open
8:15 am – 9:30 am	Conference Sessions (0.1 CEUs)
8:30 am – 4:00 pm	Agency Showcase
9:00 am – 12:00 pm	Exhibit Hall Open
9:45 am – 11:00 am	Conference Sessions (0.1 CEUs)
11:00 am – 12:00 pm	Exhibit Hall Dedicated Hours
12:15 pm – 2:15 pm	All-Conference Awards Luncheon *
1:00 pm – 2:15 pm	Conference Sessions (0.1 CEUs)
1:00 pm – 3:30 pm	Exhibit Hall Open
2:15 pm – 3:30 pm	Dessert in the Exhibit Hall
3:30 pm – 4:45 pm	Conference Sessions (0.1 CEUs)
5:00 pm – 6:30 pm	Commissioners' Reception
5:00 pm – 6:30 pm	IPRA Annual Business Meeting
9:30 pm – 11:00 pm	Chairmen's Reception **

SATURDAY, JANUARY 25

7:45 am – 12:00 pm	Conference Registration Open
8:30 am – 9:45 am	Keynote General Session with Jarrett Payton
10:15 am – 11:30 am	Conference Sessions (0.1 CEUs)
12:30 pm – 1:45 pm	Conference Sessions (0.1 CEUs)
2:00 pm – 3:15 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 4:45 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 5:00 pm	IAPD Annual Business Meeting
7:00 pm – 10:00 pm	Closing Social at Dave & Buster's

* Ticketed Event

** By Invitation Only

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Event photography provided by JHyde Photography.

GENERAL INFORMATION

ACCESSIBILITY

Meeting Rooms: All meeting rooms are accessible at the Hyatt Regency Chicago and the Swissôtel Chicago.

Parking: Parking at the Hyatt Regency Chicago and the Swissôtel Chicago are accessible for persons with disabilities. If the lower garage is used at the Hyatt Regency Chicago, elevators provide service to the hotel.

Restaurants: All restaurants are accessible at the Hyatt Regency Chicago and the Swissôtel Chicago.

Restrooms: All restrooms are accessible except the third-floor restrooms in the West Tower of the Hyatt Regency Chicago. All restrooms are accessible at the Swissôtel Chicago.

Sleeping Rooms: The Hyatt Regency Chicago and the Swissôtel Chicago have ADA rooms available. These rooms have been designed for individuals with special needs. If you are in need of an accessible room, please be sure to notify the respective hotel when making your reservation.

ADA AND SERVICES FOR THE HEARING IMPAIRED

In compliance with the Americans with Disabilities Act, the IAPD/IPRA Joint Conference Committee will make all reasonable efforts to accommodate persons with disabilities. Please indicate any special needs on your registration form or contact Leesa Kuo Johnson at IPRA at leesa@ilipra.org **no later than January 13, 2020**. If you have special needs regarding hotel accommodations, please contact the Hyatt Regency Chicago at (312) 565-1234 or the Swissôtel Chicago at (312) 565-0565. Individuals who require TTY may call (800) 526-0844 and the Illinois Relay Center will transmit the message to IAPD or IPRA.

ADMISSION

Admission to the exhibit hall and all conference sessions and workshops require a name badge for the duration of the conference. Security guards will be stationed at the entrance to the exhibit hall where name badges will be checked. Name badges will also be checked at all conference sessions and workshops. Individuals without a name badge will be required to register at conference registration.



For the last 10 years, Agency Showcase has shone a spotlight on the brightest ideas exhibited by parks, recreation, and conservation agencies.

This professionally judged competition recognizes Illinois agencies for their marketing and communication efforts ranging from print to multimedia. The showcase includes two divisions and thirteen categories in which to enter.

Agencies may choose to enter either the Overall Agency Showcase division or the Individual Category division. Also, all delegates will receive a ballot at registration for the *People's Choice Award* to vote for their favorite agency's display.

NEW FOR THIS YEAR!

10th Anniversary Celebratory Categories

Any agency registered for Overall Agency Showcase or the Individual Category division is eligible to enter into this year's special categories: Retro Brochures and Anniversary Celebrations. These special categories will be judged by a panel of executive directors, board members, and distinguished park and recreation professionals. Participating agencies will be eligible for multiple awards including Best Overall Design, Most Unique, Best Visual, Most Creative, etc.

CALLING EXECUTIVE DIRECTORS AND BOARD MEMBERS

If you are attending conference on Thursday, January 23 and are interested in judging the special categories, please contact Jessica Cannaday at jcannaday@communityparkdistrict.org. The time commitment would be 1-2 hours and the judging will take place from 9:00 am – 4:30 pm. Winners will be announced at the C&M Meeting and Social on Thursday, January 23 from 5:15 pm - 7:15 pm.

Division 1: Overall Agency Showcase

Your agency submits in eight of the thirteen individual categories and creates a tabletop display that showcases how your marketing efforts represent your agency as a whole. Scores from each category, as well as the display, are compiled to determine the overall winners. The eight categories that you select will be eligible for recognition in the Individual Category division. First, second, and third place are awarded in the Overall Showcase division.

Division 2: Individual Category

This division allows you to select up to four categories below to enter your work for the judges to critique. There will be one outstanding submission recognized in each category.

Categories

- Brochure Series
- Integrated Photography
- Large Format Marketing
- Logo Design
- Marketing Campaign
- Paid Advertisement
- Print Communication - Informational
- Print Communication - Promotional
- Promotional Item
- Public Relations
- Social Media Campaign
- Videography
- Website

Don't miss this chance to spotlight your agency's marketing and communication materials! The **registration deadline is Friday, December 20, 2019**. Space is limited, so sign up today!

For more information on the Agency Showcase competition, please visit ILparksconference.com. If you have questions, contact Jessica Cannaday at jcannaday@communityparkdistrict.org.

Proudly brought to you by IPRA and IAPD.

ALL-CONFERENCE AWARDS LUNCHEON

Grand Ballroom, East Tower/Gold Level

Delegates who register for the "Full Package" will receive a ticket for this event. Additional tickets may be purchased through your registration or on-site. Please join us as we recognize and honor the leaders and volunteers of park districts, forest preserves, conservation, recreation, and special recreation agencies.

ALL-CONFERENCE AWARDS LUNCHEON PREFERRED AGENCY SEATING

(Includes Legislator Tables!)

DEADLINE: Monday, January 13, 2020

Preferred Agency Seating is available for delegates from the same agency/organization (**and legislators**) who wish to be seated together at a table during the Friday All-Conference Awards Luncheon. An agency that opts to participate must indicate so on the registration form on page 50 or when registering online. There is a \$50 nonrefundable fee (per agency, per table) to participate, which must be paid for when registering for the conference. **Legislator preferred seating is reserved through this process as well.** The person who is the designated agency contact will receive an email with additional details and instructions on the preferred seating process. Agency contacts will be responsible for notifying those seated at their table(s) of the table assignment(s). After **January 13, 2020**, preferred agency table reservation seating requests WILL NOT be accepted, and [there will be no on-site requests taken.](#)

NOTE: Each table seats twelve. IAPD/IPRA reserves the right to seat multiple agencies at a table in order to accommodate all requests. Remember to register early, as preferred agency seating requests will be filled on a first-come, first-served basis.

Non-reserved tables for open general seating will be noted with a balloon.

MAKE A DIFFERENCE AND IMPACT THE FUTURE!

Students: Do you want an opportunity to attend the All-Conference Awards Luncheon at no additional cost? Register in advance to join over 1,500 park and recreation professionals, commissioners and elected officials! Event includes lunch, networking, and celebrating the accomplishments of those in the industry.

IAPD/IPRA Members: Do you want to share a seat at your table with a student at no additional cost? Register in advance to be matched with a student who will be a guest at your table during the All-Conference Awards Luncheon. **Note:** Your agency must participate in the preferred agency seating program to be able to sponsor a student. This requires you and your staff to sit with your student during the awards luncheon. Additionally, as this program is intended to help students build their networks, we hope you will help your students by introducing him/her around.

Students will be randomly assigned with professionals/commissioners. Those who pre-registered will receive detailed instructions prior to the conference.

ANNUAL MEETINGS FOR IAPD AND IPRA

The Illinois Park and Recreation Association's (IPRA) Annual Meeting will be held on Friday, January 24 at 5:00 pm in the Grand Ballroom C-F, East Tower/Gold Level. The Illinois Association of Park Districts' (IAPD) Annual Meeting will be held on Saturday, January 25 at 3:30 pm in the Grand Ballroom EF, East Tower/Gold Level.

The associations have staggered their annual meetings in order to accommodate elected officials and professionals who would like to attend both meetings.

COMMISSIONERS' RECEPTION

Crystal Ballroom, West Tower/Green Level

Attention all IAPD members! Please join us on Friday, January 24 at 5:00 pm. This reception will be an excellent opportunity for commissioners to exchange ideas, network, and socialize. The IAPD board and staff will be present to answer questions and visit with commissioners.

CONFERENCE TRACKS AND NUMBERING SYSTEM

To help attendees identify sessions and workshops relevant to their field/interests, the conference program is organized around eleven different topic tracks: Boardmanship, Diversity, Facilities, Finance/Information Technology, Governance/Legal, HR/Risk Management, Leadership/Management, Marketing/Communications, Parks/Natural Resources, Recreation and Therapeutic Recreation.

Additionally, a numbering convention is used to provide attendees another avenue for identifying sessions/workshops that may be beneficial to them. The numbering system indicates the host sponsoring the session/workshop. Attendees can use the numbering system to quickly identify any session/workshop pertaining to a specific host across the multiple tracks. The following is the numbering system legend:

- 10 – 99:** IPRA
- 100 – 199:** IAPD
- 200 – 299:** Parks and Natural Resource Management Section (PNRMS)
- 300 – 399:** Administration and Finance Section (A&F)
- 400 – 499:** Recreation Section (REC)
- 500 – 599:** Therapeutic Recreation Section (TR)
- 600 – 699:** Facilities Management Section (FM)
- 900 – 999:** Communications and Marketing Section (C&M)
- 1000 – 1099:** Diversity Section (DIV)



GENERAL INFORMATION

CONTINUING EDUCATION UNITS (CEUs)

- Sessions scheduled for 75 minutes award 0.1 CEUs.
- Pre-conference workshops scheduled for three hours award 0.3 CEUs.
- No additional CEU fees for Friday and Saturday apply; **CEUs for pre-conference workshops will be charged at \$6 per workshop.**
- If you would like to earn CEUs, [you must request them with your conference registration](#) See Page 50.
- CEU coupons will be included with your registration materials [only if you request CEUs with your conference registration.](#)

Earn CEUs on the Go!

Attendees have the option of earning and tracking their CEUs through the conference mobile app (mobile web excluded). In order to earn CEUs through the mobile app, please note the following procedures:

- Be sure you are logged in to the mobile app.
- [At the end of the session/workshop](#), click in the **Code** field under **CEU Check-In** on the homepage, type in the four-digit code (which will be provided by the moderator [at the end of the session/workshop](#)), then tap **Submit** to complete the check-in process.
- To view and keep track of the CEUs you have earned, click on My Credits in the Navigation Menu.
- Approximately four weeks after conference, attendees will receive an email from CTE, our conference registration company, with a link to their official CEU transcript. No hard copies will be distributed.

Note: You may need to manually sync the app to see your CEUs. This is done by tapping the circular arrows next to the words “Last sync:” at the bottom of the Navigation Menu.

The CEU ticket system will also be available for those who prefer obtaining CEUs the traditional way. **Attendees should choose only one method of obtaining CEUs – either through the mobile app or through the ticket system.** Please **DO NOT** do both, as doing so may result in a delay in processing your CEUs.

CEU Ticket Procedures:

1. As you enter a session/workshop, the moderator or host will stamp your CEU coupon with a validation stamp. You must keep this coupon until the end of the session/workshop. All coupons will be collected as you exit.
2. Legibly write the session/workshop number and title on your CEU coupon where indicated.
3. CEU coupons **will not** be stamped after the first 15 minutes and will not be collected until the conclusion of the session/workshop. You must attend the entire session/workshop to earn CEUs.
4. CEUs will not be awarded if your coupon does not have the validation stamp.
5. Please do not write over the barcode on the coupon; these are scanned to award your CEUs.
6. Approximately four weeks after conference, attendees will receive an email from CTE, our conference registration company, with a link to their official CEU transcript. No hard copies will be distributed.

CONTINUING LEGAL EDUCATION (CLE)

- The CLE credit is educational credits that attorneys elect to earn by attending educational offerings certified by the Supreme Court of Illinois.
- Sessions scheduled for 75 minutes award 1.0 CLE.
- If you would like to apply for CLE credits, you must register and pay for them with your conference registration. See page 50.
- Four different CLE packages are offered:
 - (3) CLE credits are \$45 plus registration
 - (4) CLE credits are \$60 plus registration
 - (7) CLE credits are \$105 plus registration
 - (8) CLE credits are \$120 plus registration
- CLE coupons will be included with your registration materials **only if you request and purchase CLE credits with your conference registration.** If you decide that you want CLE credits after you have registered for the conference, you may add them to your registration package up until January 13, 2020. After this date, you must register and pay on-site at conference registration.
- CLE credits are NOT available through the mobile app.

CLE Procedures:

1. As you enter a session, the moderator or host will stamp your CLE coupon with a validation stamp. You must keep this coupon until the end of the session. All CLE coupons will be collected as you exit at the conclusion of the session.
2. There will be an attendance record at the entrance of each session where you must print and sign your name and provide your Attorney Registration Number.
3. Legibly write the session number and title on your CLE coupon where indicated.
4. CLE coupons will not be stamped after the first 15 minutes and will not be collected until the conclusion of the session. You must attend the entire session to earn CLE credits.
5. When departing the session, you will hand in your stamped CLE coupon to the moderator or host in exchange for your certificate of attendance. You will maintain your certificate of attendance within your records as required by the MCLE Rules.
6. Please note that not all sessions are eligible for CLE credits. Sessions that are eligible for CLE credits will be noted in the final conference program. A minimum of 15 CLE credits will be offered at the conference; attorneys will be eligible to earn up to 8 CLE credits.



EVENT LOCATIONS

Agency Showcase:

Columbus AB, East Tower/Gold Level

All-Conference Awards Luncheon:

Grand Ballroom, East Tower/Gold Level

Career Development Symposium:

Crystal Ballroom C, West Tower/Green Level

Closing Social:

Dave & Buster's

Conference Headquarters:

East Tower/Gold Level (across from Conference Registration)

Conference Registration:

East Tower/Gold Level (across from the Grand Ballroom)

Exhibit Hall:

Riverside Center, East Tower/Purple Level (Lower Level)

IAPD Annual Business Meeting:

Grand Ballroom EF, East Tower/Gold Level

IPRA Annual Business Meeting:

Grand Ballroom C-F, East Tower/Gold Level

Keynote General Session:

Grand Ballroom C-F, East Tower/Gold Level

Pre-Conference Workshops and Conference Sessions:

Columbus Hall, East Tower/Gold Level, Regency Ballroom, West Tower/Gold Level and other meeting space throughout the hotel

Professional Connection:

Regency Ballroom C, West Tower/Gold Level

Silent Auction:

East Tower/Gold Level (next to Conference Registration)

Welcome Social:

Grand Ballroom East Tower/Gold Level

EXCEPTIONAL WORKPLACE AWARD 2019

Park and recreation agencies applying for the 2019 Exceptional Workplace Award must complete an online survey that will be emailed to the applicant within 24 hours upon completion of payment. It includes a series of 48 questions, and each question must be answered. A point value has been assigned to each question, which the committee will use when your surveys are being reviewed and tallied. If the committee feels that there is a need for additional documentation, your agency will be notified prior to the final decision. **Surveys must be completed by November 14, 2019.**

If the park and recreation agency meets the award criteria, the recognition as an IPRA exceptional workplace is five years. Park and recreation agencies may re-apply five years after receiving the Exceptional Workplace award for subsequent consideration. If a park and recreation agency does NOT meet the minimum award requirements during their application year, they may re-apply the following year at no additional cost.

Agencies that meet the criteria will receive the Exceptional Workplace Award at the 2020 Soaring to New Heights Conference, during the IPRA annual business meeting.

Additional questions please contact Kelly Carbon, Director of Marketing and Communications, Elk Grove Park District, (847) 228-3548, kcarbon@elkgrovecparks.org.

EXHIBIT HALL

Riverside Center, East Tower/Purple Level (Lower Level)

The exhibit hall will be open on Thursday and Friday, with **dedicated hours** on Friday.

Come visit more than 300 commercial manufacturers, distributors, designers, and educational booths. The exhibits will showcase the newest equipment, supplies, ideas, and services available to park, recreation, forest preserve, conservation, and therapeutic recreation agencies. Plan to spend several hours in the exhibit hall viewing the displays and visiting with exhibitors.

Each registered delegate will have multiple opportunities to win great prizes. Drawings will take place throughout the day Thursday and Friday. Entry blanks will be in the registration materials that you must pick up at conference registration. You must be present to win. Rules and regulations will apply.

The IAPD/IPRA Soaring to New Heights Conference has the largest exhibition of any state park and recreation conference in the country. Be sure to visit!

EXHIBIT HALL HOURS

Thursday, January 23:

12:30 pm – 5:00 pm, Grand Opening

Friday, January 24:

9:00 am – 12:00 pm

11:00 am – 12:00 pm (*dedicated hours*)

1:00 pm – 3:30 pm

2:15 pm – 3:30 pm (*dessert reception and dedicated hours*)



GENERAL INFORMATION

HOUSING INFORMATION

Hyatt Regency Chicago (Host)

151 E. Wacker Drive
Chicago, Illinois 60601

Reservations (800) 223-1234

Group Code Refer to the group name IAPD/IPRA and group code **G-ADIS** when making a reservation by phone.

Rates \$125 Single/Double; \$135 Triple; \$145 Quad

Note: Surcharges apply to upgraded room types including Deluxe, Regency Club and Business Plan rooms.

Swissôtel Chicago (Overflow)

323 E. Wacker Drive
Chicago, Illinois 60601

Reservations (800) 411-1414

Group Code Refer to the group name IAPD/IPRA Soaring to New Heights Conference and group code **IAPD0120** when making a reservation by phone.

Rates \$125 Single/Double; \$155 Triple; \$185 Quad

Note: Surcharges apply to upgraded room types including Lakeview and Corner King rooms.

For online reservations for either the Hyatt Regency Chicago or the Swissôtel Chicago, visit ILparksconference.com

Rooms are reserved on a first-come, first-served basis.

- The cut-off date for reservations for both the Hyatt and the Swissôtel is **January 3, 2020**. Reservations made after this date may be assessed at a higher rate and are subject to availability.
- One (1) night's room and tax advance deposit by check or credit card must accompany each reservation. This deposit is fully refundable on or before **December 20, 2019**. After this date there will be no refunds for canceled rooms. The Joint Conference Committee implemented this policy in 1999 due to the high rate of rooms canceled at the last minute.

Suites:

IAPD member agencies or IPRA members interested in reserving a suite must first contact Leesa Kuo Johnson at IPRA (leesa@ilipra.org). Once IPRA has given approval, you will be put in contact with the Hyatt Regency Chicago directly.

Exhibitors interested in reserving a suite must first contact Sue Triphahn at IAPD (striphahn@ilparks.org). Once IAPD has given approval, you will be put in contact with the Hyatt Regency Chicago directly.



MEETING SAFETY AND RESPONSIBILITY POLICY

IAPD/IPRA is committed to providing a safe, productive, and welcoming environment for all meeting participants and staff. All participants, including, but not limited to, attendees, speakers, volunteers, exhibitors, staff, service providers, and others are expected to abide by this Meeting Safety and Responsibility Policy. This Policy applies to all IAPD/IPRA meeting-related events, including those sponsored by organizations other than IAPD/IPRA but held in conjunction with IAPD/IPRA events, in public or private facilities.

Responsible Drinking

At most IAPD/IPRA networking events both alcoholic and non-alcoholic beverages are served. IAPD/IPRA expects participants at our events to drink responsibly. IAPD/IPRA and host venue staff have the right to deny service to participants for any reason, and may require a participant to leave the event.

Personal Safety and Security

IAPD/IPRA works diligently to provide a safe and secure environment at its meetings and events by working with venue staff to make sure meeting participants are safe. We ask that all attendees report any questionable or concerning activity to IAPD or IPRA staff so that they can take immediate action. No concern is too small, if you see something, say something.

- Be aware of your surroundings at all times.
- Use the buddy system when walking to and from the event venue, networking event locations during early or late hours.
- Don't wear your meeting badge on the street. Take it off as soon as you leave the building/venue.
- Don't carry a lot of cash or credit cards. Leave in your hotel room safe.
- Don't leave personal property unattended anywhere, anytime.

If it is an emergency or if you need immediate assistance, you should ask any IAPD or IPRA staff member or the on-site security personnel to help you.

Unacceptable Behavior

- Harassment, intimidation, or discrimination in any form.
- Physical or verbal abuse of any attendee, speaker, volunteer, exhibitor, staff member, service provider, or other meeting guest.
- Examples of unacceptable behavior include, but are not limited to, verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, inappropriate use of nudity and/or sexual images in public spaces or in presentations, or threatening or stalking any attendee, speaker, volunteer, exhibitor, IAPD/IPRA staff member, service provider, or other meeting guest.
- Disruption of presentations at workshops, sessions, in the exhibit hall, or at other events organized by IAPD/IPRA at the meeting venue, hotels, or other IAPD/IPRA-contracted facilities.

IAPD/IPRA has zero-tolerance for any form of discrimination or harassment, including but not limited to sexual harassment by participants or our staff at our meetings. If you experience harassment or hear of any incidents of unacceptable behavior, IAPD/IPRA asks that you inform either Sue Triphahn, CMP, IAPD's Educational Services and Conference Director, striphahn@ilparks.org or Leesa Kuo Johnson, CMP, IPRA's Conferences and Meetings Director, leesa@ilipra.org, so that we can take the appropriate action.

IAPD/IPRA reserves the right to take any action deemed necessary and appropriate, including immediate removal from the meeting without warning or refund, in response to any incident of unacceptable behavior, and IAPD/IPRA reserves the right to prohibit attendance at any future meeting.

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COMPLETE SESSION EVALUATIONS
SHARE CONFERENCE PHOTOS

PARKING

Overnight Attendees: Attendees staying overnight at the Hyatt Regency Chicago will receive a 50% discount off the existing published parking rate, currently \$69 for overnight valet (no self-park on-site). Attendees staying overnight at the Swissôtel will receive a 50% discount off the existing daily parking rate, currently \$70 for valet (not applicable to self-park).

Note: Rates above are subject to change. Parking information is accurate as of July 2019.

Daily Commuters: Delegates not staying at the hotels can park in any of the downtown garages at regular rates. Additional parking in the area can be viewed at www.chicagoparkingmap.com.

All delegates are encouraged to take public transportation.

Reserved Discounted Parking:

IAPD/IPRA has partnered with SpotHero, the nation's leading parking reservation app, to offer attendees the option to book convenient and affordable parking in advance.

SPOT HERO

To reserve your parking spot, visit the parking information page on conference website and click on the SpotHero link to book a spot with rates up to 50% off drive-up.



GENERAL INFORMATION

POLICY ON CHILDREN

To preserve a professional business environment and ensure a quality educational atmosphere at the IAPD/IPRA Soaring to New Heights Conference, no one under the age of 18 will be allowed to participate in pre-conference workshops, conference sessions, the Welcome Social or the Exhibit Hall. An exception will be made if the person is a speaker or a registered full or part-time college or university student, and is attending the conference for the purpose of professional development and networking opportunities. The Closing Social will be open to children, however.

POLICY ON MEMBERS AND NONMEMBERS

The following persons will be allowed to register at the member rate:

- Members of the Illinois Park and Recreation Association in current standing through 12/31/20. **IPRA memberships not renewed for 2020 will be assessed the difference between the member and non-member conference registration fees upon their check-in on-site at Conference Registration.**
- Commissioners/park board members, attorneys, board treasurers, and board secretaries of agencies that are members of the Illinois Association of Park Districts
- A maximum of six **support** staff from IAPD member agencies (**"Support staff" is defined as clerical and maintenance personnel only.**)

Requests from other persons or agencies asking for member rates will be presented to the Joint Conference Committee for approval prior to conference.

RECORDING/VIDEOTAPING

Recording or videotaping from attendee smartphones or other electronic devices is not permitted during any part of the educational program, including pre-conference workshops, sessions, the Career Development Symposium or the Keynote General Session.



REGISTRATION INFORMATION

Early Registration Deadline Monday, December 9, 2019
Registration Deadline Monday, January 13, 2020

Registration Methods:

- Online at ILparksconference.com to save \$25 per registration package; online registration **must be** accompanied by credit card for payment.
- Complete the Advance Registration Form and mail it with credit card or check to:
2020 IAPD/IPRA CONFERENCE
P.O. Box 756
Park Ridge, IL 60068
- Complete the Advance Registration Form and fax it with credit card information to (847) 957-4255; faxed registrations **must be** accompanied by credit card for payment.

Registration Information:

- Faxed, mailed, and online registrations will be accepted until January 13, 2020. Register online at ILparksconference.com for a \$25 per registration package discount!
- **IAPD/IPRA will not invoice agencies or individuals for conference registrations.**
- After registering you will receive an email confirmation with a bar code – **please bring this with you to conference.** This confirmation and a photo ID will be required to pick up your registration materials.
- Each registered delegate will receive their name badge, event tickets, and CEU coupons (if applicable) on-site at conference.
- Once on-site there will be a \$5 charge to reprint your name badge and **EVENT TICKETS WILL NOT BE REPRINTED. You must purchase new tickets at the current on-site price in order to attend any ticketed events.**
- You will not be permitted into pre-conference workshops, the Exhibit Hall or conference sessions without the proper name badge.

On-site Registration Hours:

- Thursday, January 23 7:30 am – 5:00 pm
- Friday, January 24 7:00 am – 5:00 pm
- Saturday, January 25 7:45 am – 12:00 pm

Registration Questions?

Contact CTE, our conference registration company, at either ilparks2020@cteusa.com or (847) 957-4255.



ROTARY FELLOWSHIP LUNCH MEETING

Rotary



Roosevelt 1AB, East Tower/Bronze Level

Come join fellow Rotarians from clubs throughout Illinois, as well as prospective members, for a fellowship lunch and to hear about exciting projects that are taking place at various Rotary Clubs.

Rotary International is the world's first service club organization founded in 1905 by Paul Harris and three other Chicago tradesmen, with the goal of leveraging their resources and contributing their services to help in their community. With the motto of "Service Above Self," Rotarians focus on alleviating poverty, improving global health, and supporting education worldwide. There are approximately 1.2 million members and 35,000 clubs.

According to Jeanne Aguirre, Rotary is a "Silent Army," and Rotarians are people of action. Rotary is where neighbors, friends, and problem-solvers share ideas, join leaders, and take action to create lasting change.

Hosted by the Rotary Club of Buffalo Grove, join us on Thursday, January 23 from 11:30 am to 2:30 pm for this special lunch meeting that is **open to everyone**. Tickets are \$25 per person. **Pre-registration is required.**

This meeting serves as an official Rotary International sanctioned make-up meeting.

SILENT AUCTION & SPORTS RAFFLE

East Tower/Gold Level
(next to Conference Registration)

The Illinois Park and Recreation Foundation (IPRF) provides resources to park and recreation agencies and professionals statewide.



Part of our commitment to the profession is ensuring that future and current park and recreation professionals have the tools they need to be successful. Each year, we hold a Silent Auction and Sports Raffle at the IAPD/IPRA Soaring to New Heights Conference to provide support and funding for educational programming, research that will benefit the Illinois Park and Recreation Association and its members, and funding support for professional development for students studying parks and recreation within Illinois.

If you would like to make a donation or need more information, please contact Cathy Splett at csplett@nwsra.org.



SPECIAL DIETS/ACCOMMODATIONS

Attendees with special needs requirements or meal requests should indicate their needs on the conference registration form. If you have questions or need additional assistance, please contact Leesa Kuo Johnson at leesa@ilipra.org.

SPOUSE/GUEST PROGRAM AND REGISTRATION

All spouses or guests must register in order to participate in the conference, visit the exhibit hall, and attend special programs. **Spouses or guests must have no affiliation with or be employed by any park district, forest preserve, conservation, recreation or special recreation agency.** Registration will include a name badge for admission to the Exhibit Hall, Welcome Social on Thursday, educational sessions on Friday and Saturday, and the Keynote General Session on Saturday. Tickets for the All-Conference Awards Luncheon and the Saturday evening Closing Social will be available for purchase. See page 50 for registration.



SATISFACTION GUARANTEED

The Illinois Association of Park Districts (IAPD) and the Illinois Park and Recreation Association (IPRA) have instituted a Satisfaction Guaranteed Policy for the Thursday pre-conference workshops. IAPD and IPRA make every effort to ensure quality programs for participants. However, if a participant is not fully satisfied with the content of the workshop, he or she may request and receive a 100% refund of the workshop fee. A participant who wishes to request a refund for a pre-conference workshop **must do so no later than the end of the workshop in question**. Forms will be available at conference registration. Any CEUs offered will be forfeited when a refund is made. Refunds will only be made payable to the originator of the check or credit card for the workshop registration. Look for the Satisfaction Guaranteed symbols next to these workshops.

GENERAL INFORMATION

STUDENT EVENTS

THURSDAY, JANUARY 23

6:00 pm – 7:00 pm

Professional Connection

You won't want to miss this unique opportunity to network with professionals in the field. The Professional Connection provides a relaxed, social atmosphere and an informal setting for talking with and getting to know professionals currently working in your area of interest. Everyone who attends will enjoy complimentary pizza and soda. See page 51 of the registration form.

FRIDAY, JANUARY 24

8:15 am – 9:30 am

16 – Rising Above: From Student to Supervisor

Geared towards students and young professionals, this roundtable session will help you gain the knowledge and confidence you need to successfully transition from student life to the professional world. Join us as we discuss common obstacles that arise in your new role and the lack of "real world" preparation from classroom experience. We will create a space where participants can share personal experiences and strategize new approaches to difficult situations.

9:45 am – 11:00 am

409 – Majoring in Recreation and Sports Management? Make the Most of Your Education in and Out of Class

So, you decided to major in recreation and sports management? What does that mean? This session will provide an insight on making the most of your time while in school. Come hear from a seasoned professional and assistant professor about ways to boost your hiring power. This will be a fun, active panel discussion. Come away with tools to boost your resume and improve your marketability for when you graduate. We will also discuss the "why?" of a career in recreation.

801 – Mock Interviews/Resume Review

The Mock Interviews/Resume Review offers students the opportunity to practice and improve their interviewing skills, by being paired by a professional who will engage them in a simulated interview experience. At the conclusion of the interview, students will receive constructive feedback and advice that will help them be more prepared and to do well in a real-life interview.

12:15 pm – 2:15 pm

All-Conference Awards Luncheon

Register at no additional cost, to join the celebration and to network with established professionals. See page 50 of the registration form.

3:30 pm – 4:45 pm

15 – Professional Development Through Undergrad

Join this interactive panel as we discuss various professional development topics relevant to students and early career professionals. A panel of educators and practitioners will share their knowledge and experiences of what students and early career professionals can do to continue to position themselves to be marketable. Many ideas will be shared to address how you can continue to focus on professionalism and professional behaviors to further enhance your career path.

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GENERAL INFORMATION

VOLUNTEERS... CALLING ALL PROFESSIONALS AND COMMISSIONERS!

We are recruiting volunteers for Conference Headquarters and Registration. If you are interested and have an hour or two to spare during conference, please send an email to the following people and include the day(s)/time(s) you are available.

CONFERENCE HEADQUARTERS

CONTACT: Kim Laper (kim@ilpra.org)

Hours of Operation:

- Thursday, January 23 7:30 am – 5:00 pm
- Friday, January 24 7:00 am – 5:00 pm
- Saturday, January 25 8:00 am – 5:00 pm

CONFERENCE REGISTRATION

CONTACT: Alan Howard (ahoward@ilparks.org)

Hours of Operation:

- Thursday, January 23 7:30 am – 5:00 pm
- Friday, January 24 7:00 am – 5:00 pm
- Saturday, January 25 7:45 am – 12:00 pm

WHAT TO WEAR

All-Conference Awards Luncheon: Business attire
Closing Social: Casual business attire
Exhibit Hall Grand Opening: Casual business attire
Welcome Social: Casual attire



AND... DON'T FORGET TO GO GREEN AT CONFERENCE AND EVERY DAY!

IPRA's Environmental Committee would like to remind you that it is **Easy to Be Green!**



It's easy to be green with online registration!

Visit the conference web site at

ILparksconference.com and click on the Registration link. You will save \$25 per registration package as an added bonus for registering online!

IAPD and IPRA are proud of their partnership with the Hyatt Regency Chicago and are committed to minimizing the environmental impact of the conference through increased education and awareness of environmental initiatives throughout the hotel. Please support the Hyatt Regency Chicago's efforts and make a difference during your time at conference.

- Participate in the *Linen Reuse Program*.
- Turn off your lights and television every time you leave your room.
- Take any recyclable materials (paper, empty bottles/cans, aluminum, etc.) and deposit them in the commingled recycling bins located throughout the hotel.

Go green with conference session evaluations and the mobile app!

In an effort to reduce paper and simplify the evaluation process, there will be no paper evaluations for conference sessions and workshops.

Attendees will be able to provide valuable comments and feedback through electronic session evaluations in the mobile app.



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Grant applications can be long, complicated and uncertain. Projects that need grant funding are dependent entirely on successfully navigating the grant process. We have extensive experience guiding clients toward landing those needed grants, thanks to a **thorough understanding of the process, the goals of the granting agency and precisely what agencies are looking for to consider approving your funding.**

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PRE-CONFERENCE WORKSHOPS - MORNING

All pre-conference workshops award 0.3 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page 50.

9:00 am – 12:00 pm

10 Getting Others to Do What You Want: Be the Most Persuasive Person in the Room

Topic Track: Leadership/Management
Registration Fee: \$85

Speaker(s): Lynne Franklin, Persuasive Communication Expert, Speaker, Author, Lynne Franklin Wordsmith

Why don't people do what you want them to do? What could you achieve if you were the most persuasive person in the room? Learn how to be that person in this interactive workshop where we will discuss the judgments people make about persuasion. You will also learn about the Persuasion Cycle – what it is and how it works, how to read body language to understand people's thinking styles, and the neuroscience behind setting goals and creating messages for important conversations and communications. Using practice exercises and real-life situations from participants, you will gain an understanding of the three key ingredients necessary for being more persuasive: building a connection, showing others what's in it for them, and suggesting what to do next.

Learning Outcomes:

Participants will be able to:

- Discover and practice three techniques, including the process everyone's brain goes through before saying "yes," how to read people's body language to read their minds, and how to turn every question you're asked into the right one by how you answer it.
Leave with a plan on what to do next.

101 Remarkable Time Management: 10 Tips to Have More Time for You!

Topic Track: Leadership/Management
Registration Fee: \$85

Speaker(s): Gail Alofsin, President, AMP! (Authentic Measurable Performance)

Personal and professional time management skills are essential for balance and efficiency in our lives. We will focus on activities that garner the greatest returns; planning versus reacting, procrastination "busters," and achieving the elusive "balance" are examples of the 10 tips covered in this fast-paced, "waste no time" presentation! So, roll up your sleeves, put on your roller-skates, and embrace new strategies that will enhance your personal and professional productivity! It's all about more time for you!

Learning Outcomes:

Participants will be able to:

- Identify "time wasters" hidden in their daily schedule.
Discuss measures to avoid procrastination and increase delegation.
Review and share organizational tips.
Discuss ideas on stress relief and mood control.
Depart with a personal blueprint for success.

201 Tree Care Basics: An Arborist Short Course

Topic Track: Parks/Natural Resources
Registration Fee: \$85

Speaker(s): Phil Graf, Urban Forestry Consultant, Graf Tree Care; Stephen Lane, Urban Forestry Consultant, Graf Tree Care

Parks professionals are often called on to care for trees, but many are not certified arborists. The knowledge base it takes to prune, treat, remove, and plant trees for long-term success is substantial, and most people think they don't have the time or skill set to become a certified arborist. This course is meant to be an introduction to arboriculture so that you can be armed with some basic skills to make tree care more approachable. We will also discuss topics such as implementing a tree risk management strategy for your parks. Finally, we will tell you the next steps and the organizations to become involved with to begin your path towards becoming a certified arborist, and joining our community of tree care professionals. Don't miss this engaging presentation.

Learning Outcomes:

Participants will be able to:

- Take a basic skill set of tree care back to their organizations, which will enhance the safety and knowledge base of their grounds operations.
Know what the next steps are to obtain a certified arborist license and which organizations to become involved with.

301 Why "Drill Down" Interviewing Strategies Can Help You Hire Peak Performers

Topic Track: HR/Risk Management
Registration Fee: \$85

Speaker(s): Scott Chovanec, President, Scott Chovanec & Associates, Inc.

It is always the people in your program that are the critical success factors for your company. However, finding the right candidates that align with your needs can be a challenging task. Though the resume may be great, it's the interview that determines the actual "chemistry and fit" for your organization. Using behavior-based interviewing strategies that get results, this highly interactive workshop will allow you to investigate needed competencies specific to your job functions while you create a system of strategic questioning that yields measurable results. In addition to learning how to "drill down" in the interviewing process, you will explore those necessary leadership skills that not only attract, but also keep peak performers. A series of small group practice sessions will help you hone these specific interview, selection, and mentoring techniques.

Learning Outcomes:

Participants will be able to:

- Skillfully navigate those competencies needed for specific positions and develop targeted interviewing questions focused on obtaining results.
Collaborate with colleagues through role-playing and other learning strategies to practice specific interviewing techniques.



9:00 am - 12:00 pm (continued)

401 Enhancing Effectiveness

Topic Track: Leadership/Management

Registration Fee: \$85

Speaker(s): **Mike Gregory**, Founder/Owner, Michael Gregory Consulting, LLC

This interactive workshop presents ideas to help you and your team enhance effectiveness by incorporating ideas from current research and two of Mike's books on leadership and conflict resolution. After discussing the lessons learned from neuroscience about how our brains work, an interactive session on listening helps bring points home. Tips are presented that explore what it means to serve over self-interest, to invest in each other, to bring the right attitude, and to apply the habits of successful people to enable participants to take action back on the job.

Learning Outcomes:

Participants will be able to:

- Recognize key points from neuroscience.
- Apply listening skills learned immediately on the job.
- Leverage key points into day-to-day operations.

501 It's Fun, But It's a Real Job! Terrific Staff Training Tools and Techniques to Build a Highly Effective, Professional Camp (and Other Youth Program) Staff

Topic Track: Therapeutic Recreation

Registration Fee: \$85

Speaker(s): **Michael Brandwein**, Educator, Author, Speaker, Staff Trainer

This session is for everyone who leads staff to work with young people! For many of our staff, this may be their first job, and we can't assume they know (and they often don't!) how to act responsibly and meet professional expectations. In this exciting, practical session, Michael demonstrates specific and engaging activities, training materials, and supervision methods to build a professional community. Support, motivate, and coach staff to have your best season ever. You'll learn exactly how to make expectations clearer in positive, motivating ways and how to guide staff to higher levels of responsibility and leadership success.

Learning Outcomes:

Participants will be able to:

- Learn practical, creative, and motivating activities and techniques to use while interviewing, training, and supervising staff.
- Boost professionalism and responsibility so that staff learn precisely how to do their best work, including promoting teamwork, keeping groups together and safe, asking for help, meeting job expectations, and much more.
- Learn about Michael's "GPS" feedback system to coach staff.
- Apply key secrets and techniques to boost learning, participation, and retention during training so staff learn more and use it on the job every day.

601 Chicago Parks Old and New Tour #1

Topic Track: Parks/Natural Resources

Registration Fee: \$85

Speaker(s): **Julia Bachrach**, Historian and Preservationist, Julia Bachrach Consulting, LLC

Chicago possesses one of America's most impressive collections of parks and green spaces. For well over a century, nationally renowned landscape designers, architects, artists, and social reformers have contributed to the development of Chicago's parks. This pre-conference tour features fascinating parks, old and new. This tour includes several historic parks in the West Town and Logan Square neighborhoods. Features include the Holstein and Eckhart Park, field houses designed by William Carbys Zimmerman, in the early 20th century to provide social and recreational services to the nearby densely populated immigrant neighborhoods. Participants will also visit one of Chicago's newest field houses, the 3,200 ft² Maplewood Park Field House designed by Ratio Architects. Another highlight will be the Commercial Club Park's whimsical playground art. With an overview provided by historian Julia Bachrach and insight offered by park supervisors at the various sites, this will be an informative and intriguing experience.

Learning Outcomes:

Participants will be able to:

- Learn about historic parks and field houses, featuring beautifully designed landmark field houses from the early 20th century that influenced the development of parks throughout the city and nation.
- Learn about Maplewood Park, which has one of Chicago's newest park field houses in the system.
- Learn about how creative and collaborative funding has allowed a small archaic 1950s field house to be replaced with an innovative modern facility.

603 The Fitness and Recreation Manager's Guide to Maximum Performance

Topic Track: Facilities

Registration Fee: \$85

Speaker(s): **Mark Davis**, President, CMS, Inc.

This year we review the necessary management systems required to maximize the performance of your fitness and recreation center. We will review how to recognize your weaknesses and how to overcome them, including a tool to make the process easy. We will also identify the key indicators that signal trouble and will inhibit membership growth. You will receive our best practices in selling and marketing your fitness center and serving and retaining members.

Learning Outcomes:

Participants will be able to:

- Recognize weaknesses in your center's management and accountability systems and how to overcome them.
- Create a prioritized improvement task list for each department, using our Excel spreadsheet tool as our gift to you.





THURSDAY, JANUARY 23, 2020

9:00 am – 12:00 pm

Career Development Symposium

Location: Crystal Ballroom C, West Tower/Green Level

Registration Fee: \$99

Speaker: Brenda Clark Hamilton

CEUs: 0.3



About the Speaker

Brenda Clark Hamilton is a dynamic, engaging keynote speaker and workplace trainer who provides fresh perspectives on leadership, communication, team-building, change management, and offering one's personal best to life, relationships, and career.

Brenda launched her speaking business in the fall of 2005, by offering training to businesses in her northern Iowa community. Since that time, she has become a nationally-recognized conference speaker and audience favorite, keynoting at hundreds of events in seventeen states.

Audiences are quick to note Brenda's sense of humor, in-depth and timely knowledge, high energy, and skill at providing practical, take-home strategies in an entertaining way.

Brenda's career experiences include coordinating professional development for 1,200 Iowa teachers. She holds a Master's degree in education.

8:15 am – 9:00 am
Registration/Check-In

YOU MUST GO TO CONFERENCE REGISTRATION, LOCATED IN THE EAST TOWER/GOLD LEVEL.

9:00 am – 12:00 pm*
Rally Your Communication Mojo! Increase Your Effectiveness as a Communicator at Work

In this engaging, interactive workshop, we will explore simple strategies for increasing your effectiveness as a communicator, particularly at work. We'll cover key areas including consideration of your listeners' perspective: active listening skills; deductive vs. inductive communication; nonverbal communication; and when to use different modes of communication (e.g., email vs. phone). These strategies can be immediately implemented to make you more skillful and effective when you communicate.

Learning Outcomes: Participants will be able to:

- Identify key behaviors of active listeners, including what it means to sift through anger to gain deeper understanding.
- Explain the difference between "deductive" and "inductive" communication.

*** Includes a 30-minute refreshment break**

12:30 pm
Tour the Exhibit Hall, Riverside Center, East Tower/Purple Level (Lower Level).



1001

Pardon the Interruption: Parks and Rec Edition Live! Join Us as We Tackle Relevant Topics

Topic Track: Diversity

Registration Fee: \$85

Speaker(s): Denise Barreto, Managing Partner, Relationships Matter Now

Like the ESPN show, our session will be an interactive exciting time of sharing, learning, discussing, and debating the top “stories” affecting parks and recreation leaders today. The prepared list includes: what can be done to boost women in parks and recreation leadership roles, diverse communities need diverse staff and programming, accessibility – enhancing persons with disabilities (PWD) participation, agency advocacy with your governing board, cross-agency collaboration, and agency transformation versus process improvement. We want *you* to bring your hot topics for our panel to discuss on the spot.

Learning Outcomes:

Participants will be able to:

- Learn practical tips and techniques related to agency leadership from the facilitator and their peers.
- Improve their ability to hear, retain, and act on information pertinent to their own self-development.

1003

Conflict Resolution: A Masterclass on the Conflict Resolution Process to Handle Any Size Dispute

Topic Track: Leadership/Management

Registration Fee: \$85

Speaker(s): Sean Bailey, PhD, President & CEO, BCG - North America Corporation

The inability of managers to effectively manage conflict and bring about a positive resolution is costing them nearly one full day of productivity per month — two and a half weeks per year. Conflict is a common, inevitable part of life. It exists because people don't always get along or agree. Because conflict is a normal part of our lives, conflict resolution, or the ability to resolve conflicts effectively, is a crucial skill for everyone to have. This interactive workshop will give participants a seven-step conflict resolution process that they can use and modify to resolve conflict disputes of any size. Attendees will be provided with a set of skills in solution building and finding common ground. They will also learn crucial conflict management skills, including dealing with anger and using the Agreement Frame.

Learning Outcomes:

Participants will be able to:

- Understand all phases of the conflict resolution process to adapt accordingly to deal with all types of conflicts.
- Use basic communication tools, such as the agreement frame and open questions, to effectively manage anger and stress.

PRE-CONFERENCE WORKSHOPS - AFTERNOON

All pre-conference workshops award 0.3 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page 50.

1:30 pm – 4:30 pm

11

Real Talk: Using Stories to Create Connection, Sell Your Ideas, and Meet Your Goals

Topic Track: Leadership/Management

Registration Fee: \$85

Speaker(s): Lynne Franklin, Persuasive Communication Expert, Speaker, Author, Lynne Franklin Wordsmith

Think storytelling is just for kids? Research shows it's one of the best ways to create a connection—and be more persuasive. This fun, interactive workshop uses actual work situations (shared by participants) to illustrate how you can use stories to sell your ideas and reach your goals more effectively. You will learn the neuroscience behind why storytelling works, the biggest myths that prevent you from telling good stories, the different types of strategic stories, and the seven steps in creating a good story.

Learning Outcomes:

Participants will be able to:

- Begin building a go-to portfolio of stories, using what you learn, including how our brains are wired for stories, the six types of strategic stories, and the seven steps to creating stories with impact.
- Leave with a clear game plan to begin using more stories.

102

Building a Culture of Success: Lead From the Seat You Are In

Topic Track: Leadership/Management

Registration Fee: \$85

Speaker(s): Gail Alofsin, President, AMP! (Authentic Measurable Performance)

How do you feel when you walk in the door? What do you want and expect from the workplace – camaraderie, spirit, opportunity, acknowledgment, or motivation? The culture of your agency is dependent on the team's contribution and leadership. The culture of the agency includes *you*. Culture brings a sense of meaning and purpose to the workplace and builds a connection between the agency and its most valuable assets – the employees. You bring your best *you* to your workplace when you feel balanced and productive. Awaken your spirit as we focus on work/life integration, collaboration, and the spirit of success in your workplace. By inspiring your employees and colleagues toward their success, you create a culture of increased appreciation, contribution, and engagement. Culture extends beyond ping pong tables and cold brew – let's start with *you*!

Learning Outcomes:

Participants will be able to:

- Identify key employee engagement drivers.
- Prepare a personal engagement blueprint.
- Understand how communication, leadership, and personal performance can improve at all career stages.
- Review blind spots that undermine great places to work.
- Depart with methods of personal contribution to an engaged workforce.





302 Denying Unemployment Benefits When the Employee Is Discharged

Topic Track: HR/Risk Management
Registration Fee: \$85

Speaker(s): Carol Gabrielsen, President, Unemployment Consultants, Inc.

In this workshop, we will discuss unemployment law, especially the discharge for misconduct section. We will show how to build a case with a problem employee, and the proper wording to be used in the documentation.

Learning Outcomes:

Participants will be able to:

- Prepare documentation for employees who are discharged.
- Understand unemployment law and what is needed to deny benefits.

402 Training Your Seasonal Summer Staff From A-Z

Topic Track: Recreation
Registration Fee: \$85

Speaker(s): Roz and Jed Buck, Principals, Roz and Jed Training & Consulting

Wondering if this workshop is for you? A.) If Michael Jordan was still playing for the Bulls the last time you updated your staff orientation, give yourself 3 points. B.) For every time this past summer that you said, "We should have talked about this during staff orientation," give yourself 1 point. C.) If you've already started planning your staff orientation for the summer of 2020, deduct 1 point. If you typically wait until May to start planning your orientation, give yourself 2 points. D.) If you would like to create a more engaging and meaningful staff orientation for next summer, give yourself 5 points. If you scored 5 points or more, this workshop is for you! You only have a few precious, teachable moments with your staff. We will focus on how you can effectively convey your most important staff training messages in an impactful, interactive, and intentional way.

Learning Outcomes:

Participants will be able to:

- Explore and learn specific strategies to plan and execute an effective staff training program.
- Learn specific activities that can be used to increase training impact and effectiveness.

502 Secrets to Self-Leadership: Superb Self-Communication and Time Management for People Who Don't Have Time to Take a Time Management Course

Topic Track: Therapeutic Recreation
Registration Fee: \$85

Speaker(s): Michael Brandwein, Educator, Author, Speaker, Staff Trainer

In this motivating and highly practical session that produces immediate results in your personal leadership development and boosts daily success, learn Michael's nationally-acclaimed, simple, and highly flexible steps for professionals to get more done in better, calmer ways. These fresh techniques, presented in a creative and fun way, are easy to remember and use. Never have a day when "nothing important got done." Beat procrastination, improve daily organization, and achieve important goals. Additionally, what we believe about ourselves affects our choices every day. Learn surprising truths about where this stuff comes from and take stronger control of self-beliefs to maximize your development of both professional and personal skills. Break through patterns in how you deal with others and handle challenges and change so that you are not stuck with one "style."

Learning Outcomes:

Participants will be able to:

- Use a fresh, effective, and very flexible approach to getting things done with six simple steps to organize and move through your day with more confidence and focus and less stress and procrastination.
- Receive over 200 examples of what outstanding leaders do and say.
- Apply a powerful combination of really cool, eye-opening questions that maximize our self-communication.
- Learn about Michael's special "reverse engineering" two-step approach to skill development.

504 Coaching, Mentoring, and Succession Planning

Topic Track: Leadership/Management
Registration Fee: \$85

Speaker(s): Julia Clasen, Independent Contractor; Tracey Crawford, Executive Director, Northwest Special Recreation Association

One of the biggest challenges agencies face is the ability to retain and replace high performing employees in key positions. As employees leave these key positions, the continuity and intellectual capital that are so important to maintaining strategic momentum are lost. To address this critical issue, developing and implementing a comprehensive succession planning process is recommended. The process starts with the coaching and mentoring the identified employees, allowing them to create their own personal professional development plans, and ends with a succession planning process or model.

Learning Outcomes:

Participants will be able to:

- Identify their *why*,
- Create a professional development plan.
- Identify the characteristics of a mentor or a coach.
- Identify the agency's strategic initiatives.
- Identify key positions in the agency and the availability of talent.
- Develop an interview process and the action plans and goals for identified employees.





1:30 am - 4:30 pm (continued)

602

Chicago Parks Old and New Tour #2

Topic Track: Parks/Natural Resources

Registration Fee: \$85

Speaker(s): **Julia Bachrach**, Historian and Preservationist, Julia Bachrach Consulting, LLC

Chicago possesses one of America's most impressive collections of parks and green spaces. For well over a century, nationally renowned landscape designers, architects, social reformers, and artists have helped develop Chicago's parks. This pre-conference tour features fascinating parks, old and new. This tour includes two pioneering field houses. Located in Sherman Park and Armour Square, these 1905 Burnham-designed buildings influenced the development of field houses throughout Chicago and America. Sherman Park's murals, produced by Art Institute students in 1912, served as an American history lesson to neighborhood residents. Another highlight will be one of Chicago's newest field houses, the 10,000 ft² Williams Park Field House in Bronzeville. Designed by STL architects, this brand new building features iridescent metal cladding reminiscent of fish scales. With an overview provided by historian Julia Bachrach and insight offered by park supervisors at the various sites, this will be an informative and intriguing experience.

Learning Outcomes:

Participants will be able to:

- Learn about the development of the nation's first field houses, including how park programming has changed in the early 20th century to serve as a vehicle of social reform (this philosophy has continued to influence the development of parks throughout the nation).
- Visit one of Chicago's newest park field houses (Williams Park Field will be completed in 2020);
- See how new materials were used to create a durable, innovative building.
- Learn about the programs in the new facility.

604

Intentional Aquatic Safety, Supervision, and Service = Aquatic Success!

Topic Track: Facilities

Registration Fee: \$85

Speaker(s): **George Deines**, Studio Director, Counsilman-Hunsaker

Aquatic operators must be a "Jack or Jill of all trades" when it comes to running their facilities. This session will provide a holistic view of aquatic safety, supervision, and service to better prepare aquatic leaders for the issues they face and provide tangible ways to proactively prevent common scenarios.

Learning Outcomes:

Participants will be able to:

- Describe the primary risk factors for unconscious aquatic incidents.
- Detail the primary pillars of successful aquatic supervisors.
- Learn the most common guest service issues found in aquatic facilities.
- Use the data shared on aquatic safety, supervision, and service to create a more intentional aquatic operation for the summer of 2020.

902

Creating Professional and Attractive Images Using Digital Photography

Topic Track: Marketing/Communications

Registration Fee: \$85

Speaker(s): **Steve Neilson**, Valen Studios

Ansel Adam's stated, "You don't take a photograph; you make it." Learn how to make your own with the BIG THREE: F stop, shutter speed, and ISO. What are those? You'll find out! Not sure where to point your camera? Learn the rule of thirds, white balance, and light control to create picture-perfect photographs that you can use in your marketing collateral. Once you have a great image, learn to enhance it using color and exposure correction. Please bring your camera to follow along!

Learning Outcomes:

Participants will be able to:

- Gain a better understanding of the technical concepts of photography.
- Use manual settings on a digital SLR camera for higher quality images.
- Incorporate tips and tricks to increase the visual appearance of photographs for web and print.

1002

Compassionate Leadership: What Leaders Need to Know

Topic Track: Leadership/Management

Registration Fee: \$85

Speaker(s): **Linda Henderson-Smith**, PhD, President, ATC Consulting, LLC

Leadership and management are two different things. Many of us are put into leadership positions by title, but do not understand the responsibilities and skills it takes to be a good leader. In this workshop, we will examine leadership through a compassionate lens as we explore dynamic leadership skills, the components of compassionate leadership, and the application of the principles of compassion in our daily work as leaders.

Learning Outcomes:

Participants will be able to:

- Describe the difference between adaptive and technical leadership.
- Explain the principles and skills of compassionate leadership.



WELCOME SOCIAL



HELLO WEEKEND

Thursday, January 23

9:00 pm – 11:30 pm

Hyatt Regency Chicago,

Grand Ballroom,

East Tower/Gold Level



With their incomparable style and sound, Hello Weekend puts on a flawless show while performing today's biggest chart-topping hits. They will have you singing along to their covers of well-known artists such as Pitbull, Rihanna, Lady Gaga, and many more. Although they are one of Chicago's newest cover bands, they have had the opportunity to perform at some of the city's most popular venues, including House of Blues, Cubby Bear, and more. Hello Weekend will wow you with their bold style and great sound. You're sure to have an amazing time that will leave you shouting, "Hello weekend" ...even if it is just a Thursday!

This is not a ticketed event... everyone is welcome!

SPONSORED BY:

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Saturday, January 25
7:00 pm – 10:00 pm
Dave & Buster's
1030 N. Clark Street, Chicago



THIS IS A TICKETED EVENT!

Ticket includes:

- Roundtrip shuttle service from the Hyatt Regency Chicago;
- Admission to Dave & Buster's and a Power Game Card
- Dinner buffet with unlimited beer, wine, and soft drinks; and
- A great night of entertainment and fun!

TICKET INFORMATION:

- Delegates who register for the Full Package or the Saturday Only Package will receive one adult ticket.
- Adult tickets are \$99; child tickets (12 and under) are \$35.
- Additional tickets may be purchased through the pre-registration process or on-site from Conference Registration.
- Tickets **will not be sold** on-site at Dave & Buster's.

SPONSORED BY:



Buses will depart from the Hyatt Regency Chicago beginning at 6:30 pm. Return service to the Hyatt from Dave & Buster's will be available beginning at 9:00 pm.

	BOARDSMANSHIP	DIVERSITY	FACILITIES	FINANCE/ INFORMATION TECHNOLOGY	GOVERNANCE/ LEGAL	HR/RISK MANAGEMENT
8:15 am - 9:30 am	<p>115 – Commissioners’ Use of Social Media: Navigating a Treacherous Path</p>	<p>108 – Girl Power II: Women in Leadership</p> <p>1006 – Give the People What They Want: How to Create Meaningful Community Engagement to Plan Your Parks</p>	<p>617 – What Can We Learn About Safety From Our Schools? A Holistic Discussion About Safety</p>	<p>133 – Top 10 Pitfalls to Avoid When Issuing Bonds</p> <p>611 – Data Storytelling: How to Identify the Story Behind the Data and Share It With the Community</p>	<p>110 – Legal/Legislative, Part I</p> <p>116 – Thumbs Up: The Fundamentals of Illinois’ Biometric Information Protection Act</p> <p>140 – Financial Reporting Requirements to the Illinois Office of Comptroller</p> <p>312 – Time’s Up: Managing a Harassment-Free Workplace</p>	<p>130 – Get the 4:20 on the Impact of Recreational Marijuana for Your Agency</p> <p>304 – The Four Universal Pillars of Effective Training</p>
9:45 am - 11:00 am	<p>123 – The Culture Code: Creating a Healthy Relationship Between Executive Directors and the Elected Officials</p>	<p>128 – Smooth Transitions: The Transgender Community Enjoys Recreation Too!</p> <p>1011 – Creating a Culture of Compassion</p>	<p>606 – Finding Success With the Five Types of Aquatic Employees</p> <p>609 – Powered by the Sun</p>	<p>137 – Emerging Bond Issues</p> <p>143 – Are You Ready to Retire? IMRF Retirement Planning Workshop</p>	<p>111 – Legal/Legislative, Part II</p> <p>118 – Coaches and Sexual Assault Claims: What You Need to Do to Protect Your Agency</p> <p>315 – Cyber Liability for the Park District: The Legal Perspective of Defending, Preventing, and Handling a Cyber Attack</p>	<p>138 – Active Shooter and Active Threat Crisis Training for Park District Administrators and Staff</p> <p>145 – The ADA, Accreditation, and Your Agency</p> <p>311 – Illinois Minimum Wage and Other Wage and Hour Updates</p>
1:00 pm - 2:15 pm		<p>1007 – Park Advisory Committees and Park Managers: ParkNers for Your Park!</p>	<p>608 – Building a Culture of Customer Service Excellence in Unison With Design Trends to Promote Vitality and Revenue</p> <p>616 – What’s the Story Morning Glory? The Importance of Brand</p>		<p>316 – Illinois Prevailing Wage Act: An Overview of the Act and Recent Changes</p>	<p>310 – Beginner Meditation Workshop</p>
3:30 pm - 4:45 pm	<p>105 – Board Member to Board Leader</p>	<p>1012 – Mindfulness and Appreciation: Become Empowered and Inspired to Be Your Personal Best</p>	<p>610 – Facilities Report Card: Using Analytical Tools to Grade Your Facilities</p> <p>612 – Sustainability by Design: Rethinking the Community Splash Pad</p>	<p>139 – Grant Success: The Key Components for Your Agency to Win Grant Dollars</p> <p>144 – Bond Financing of Public/Private Partnerships</p>	<p>117 – Avoiding Ethical Landmines: What Local Government Leadership Must Know About Ethics Requirements</p> <p>122 – Public Festivals, Public Demonstrations, and Incident Preparedness</p> <p>146 – Trends in ADA Enforcement: Something New, Something Borrowed, Something Blue</p>	<p>12 – Surviving a Park and Recreation Nightmare</p> <p>305 – Workplace Violence: Practical Tips to Diffuse a Potentially Violent Situation + Policies and Procedures</p> <p>306 – Myths and Legends About Employee Leave Laws</p>

SCHEDULE AS OF AUGUST 2019 – SUBJECT TO CHANGE.

LEADERSHIP/ MANAGEMENT	MARKETING/ COMMUNICATIONS	PARKS/NATURAL RESOURCES	RECREATION	THERAPEUTIC RECREATION
<p>16 – Rising Above: From Student to Supervisor</p> <p>22 – The Free Rider Problem</p> <p>23 – Say Yes, Do More, and Get Comfortable Being Uncomfortable</p> <p>26 – Living and Leading in a World of Change</p> <p>103 – Sponsorship Jumpstart: 45 Ideas in 45 Minutes!</p> <p>410 – Marketing Best Practices for Non Marketers: Bridging the Gap Between Marketing & Recreation</p>	<p>905 - Replacing a Community Icon: How to Say Goodbye</p> <p>907 – Making Creative Marketing Music as a “One Man Band”</p>	<p>204 – Natural Harmony: A Guide to Blending Music, Community, and Parks</p> <p>205 – Bringing Nature Back to the Neighborhood: Not Just a Slide and Swing Set</p> <p>222 – Floodplains and Wetlands 101: What Can Be Done With Those Wet Areas?</p>	<p>147 – Interactive Play: Combining the Positives of Modern Technology With Outdoor Play</p> <p>418 – The Wellness Wheel: The Real Wheel of Fortune</p> <p>423 – Developing a Social Emotional Learning Climate in Our After-School Programs</p> <p>424 – Changing Your Aging Brain Can Be As Simple As Child’s Play!</p> <p>431 – Build Up, Build Out: Creating Engaging Theatre Productions and Programming From the Ground Up</p>	<p>506 – Assessing Functional Outcomes in Community Based Programs</p> <p>513 – The Mortar Between the Bricks</p>
<p>13 – Municipal Roundtable</p> <p>17 – Redefining Success: Building Relationships the “Write” Way</p> <p>27 – Planning for Career Advancement Using the IPRA Career Toolbox</p> <p>107 – Lead Your Way: Simple Communication Strategies for Every Personality</p> <p>131 – Top Trends in Parks, Recreation, and Tourism in 2020</p> <p>134 – If You’re Happy and <i>They</i> Know It, Happy Staff!</p>	<p>911 – Video Made the Reclebrity Star: Producing Captivating Video Content for Your Agency</p>	<p>206 – Outdoor Ice Rinks When the Weather Doesn’t Always Cooperate</p> <p>211 – Old School: Why We Still Matter</p> <p>219 – Building Community Through Play</p>	<p>405 – Fall and Halloween Special Events</p> <p>409 – Majoring in Recreation and Sports Management? Make the Most of Your Education in and Out of Class</p> <p>415 – Referee Safari: Strategies for Recruiting, Training, and Retaining Officials</p> <p>422 – Building Positive Relationships With Parents and Families In After-School Programs</p> <p>425 – Activities in a Pinch</p>	<p>512 – Interviewing Mistakes to Avoid as a New Hiring Manager</p>
<p>403 – Change Your Mindset, Change Your Outlook</p>	<p>910 - Engaging Community Donors Through Sponsorship/Naming Right Programs</p>	<p>209 – Reinventing Play: Trending Games and Activities in Parks for All Ages</p> <p>210 – It’s Easy Being Green: High-Impact Green Infrastructure for Recreation</p>	<p>412 – Public Finance for the Recreation Professional</p>	<p>515 – Illinois “Achieving a Better Life Experience” ABLE Accounts Help Build Health and Wellness for People With Disabilities</p>
<p>14 – Purpose and Passion: It’s All About the Journey</p> <p>15 – Professional Development Through Undergrad</p> <p>106 – State Accreditation: A Blueprint to Excellence</p> <p>109 – Build a Strong Relationship Between Your Park District and Your Park Foundation</p> <p>135 – Health, Happiness, and World Peace Through Laughter</p>	<p>31 – Communicating the Value of Parks and Recreation: An Update on How IPRA Member Agencies Implemented Unplug Illinois in Their Communities</p> <p>903 – Storytelling Through the Art of Podcasts</p> <p>913 – Marketing Roundtable</p>	<p>215 – Using Propane to Run Your Fleet: A Detailed Overview</p> <p>217 – Why Green Infrastructure May Be Right for Your Facility: A New Plant Selection and Design Tool That Can Help</p> <p>218 – Does Your Comprehensive Master Plan Leave You Feeling Like: “I Love It When a Plan Comes Together!”</p>	<p>406 – FeFo Fed! Feeding the Giant Concern of Food Insecurity Among Youth With Food Programs at the Chicago Park District</p> <p>416 – Team Building, Games Development, and Social Interaction</p> <p>427 – Create Raving Fans: Practical Tips to Deliver World-Class Customer Service</p> <p>430 – Using the Experiential Economy to Make Events Amazing</p>	<p>505 – A Therapeutic Model for Supporting Individuals in Crisis With Emergency Service Personnel</p> <p>510 – Learning Without Lectures</p>

	BOARDSMANSHIP	DIVERSITY	FACILITIES	FINANCE/ INFORMATION TECHNOLOGY	GOVERNANCE/LEGAL	HR/RISK MANAGEMENT
10:15 am - 11:30 am	<p>151 – Better Board Meetings with Robert's Rules</p>	<p>1010 – Supporting Our Military Service Members and Families: Best Practices for Making Community Recreation More Military</p>	<p>136 – Golf Through the Eyes of the Chicago District Golf Association in the Year 2020 and Beyond</p> <p>613 – The Main Attraction: Transforming Your Community Pool With the Waterpark Model</p> <p>615 – The Art and Science of Building Public Support for Public Projects</p>		<p>119 – Sexual Harassment: Prevention and Tips</p> <p>124 – Not in My Park: Regulating Controversial Park Activities</p> <p>313 – Navigating the Public Bidding and Contract Process</p>	<p>112 – Updates From the Department of Labor: New Developments for FMLA, FLSA, and the Illinois Wage Payment and Collection Act</p> <p>303 – 5 Safety Trends Your Park District Should Incorporate This Year</p>
12:30 pm - 1:45 pm	<p>113 – Boardmanship, Part I: Essential Board Practice and New Considerations of the Social and Electronic Variety</p>	<p>149 – Small Park District, Big Successes!</p> <p>1008 – That's a Real Job? Creating a Parks and Rec Career Expo Day to Increase Our Profession's Visibility in Underserved Communities</p>	<p>605 – What Private Clubs/Fitness Centers <i>Don't</i> Want You to Know: How to Compete With For-Profit Business and Come Out Ahead!</p> <p>618 – Capital Planning: Developing a Process to Care for Your Assets and Budget for New Items</p>	<p>142 – Preparing for the Future: Financial Forecasting Best Practices</p>	<p>120 – Complying with the Illinois Open Meetings Act</p> <p>125 – We're Watching You: Use of Video Surveillance in Park and Facilities</p> <p>127 – Park District Finance 101</p>	<p>318 – Best Practices in Succession Planning</p>
2:00 pm - 3:15 pm	<p>114 – Boardmanship, Part II: Overcoming Challenges on the Way to Board Greatness</p>	<p>1009 – More Than Speaking Slowly: Transforming Museum Educational Programs for Bilingual Learners</p>	<p>150 – Cinderella Story: Master Planning the Indy Parks Golf Course System</p> <p>607 – Tangible, Clear Options to Install Solar on Your Facility</p>	<p>148 – Utilizing IT Infrastructure More Efficiently</p>	<p>121 – The Current Status of Recreational Property Liability in Illinois</p> <p>129 – FOIA Jeopardy! The Interactive Game</p> <p>317 – Ouch! Safer Work Places and Workers Compensation Claims</p>	<p>309 – Real Facts for Creating a Successful Internship Experience Between the Agency, Student, and University</p>
3:30 pm - 4:45 pm			<p>614 – Future-Ready: Enhancing Community Resiliency Through Parks and Recreation Planning</p>		<p>619 – Essential Contract Documents for Every Project</p>	<p>314 – Is it ADA, FMLA, or Other Leave? Navigating the Murky Waters of Employee Leave Benefits</p>

SCHEDULE AS OF AUGUST 2019 – SUBJECT TO CHANGE.

LEADERSHIP/ MANAGEMENT	MARKETING/ COMMUNICATIONS	PARKS/NATURAL RESOURCES	RECREATION	THERAPEUTIC RECREATION
<p>18 – Seeing Your Obstacles as Opportunities: A Fireside Chat With Kyle Schulze, the “Deaf Ninja”</p> <p>19 – Joining Forces and Sharing Spaces</p> <p>104 – Taking Your Agency’s Temperature</p> <p>307 – The RFQ and RFP Process From A to Z!</p>	<p>904 – Using Signage In These Competitive Times to Enhance the Customer Experience</p>	<p>203 – These Are a Few of Our Favorite Plants: Two Horticulturist’s Fab 5 List of Trees, Shrubs, Perennials, and Annuals</p> <p>207 – Solar Energy: Feasible for the Public Sector</p> <p>213 – A Higher Level of Inclusive Play</p>	<p>404 – Developing a Positive Athletic Culture</p> <p>414 – Re-cycle, Re-purpose, Re-imagine!</p> <p>421 – Recreation Programming: Hacking Your Way to Additional Revenue</p> <p>429 – Are You Ready to Take the Leap?</p>	<p>511 – Planting the Seeds to Grow Better Ideas</p> <p>514 – Building an Attractive TR Internship Program: Laying Out Expectations of Recreation Therapy Interns and Meeting NCTRC Job Tasks</p>
<p>21 – Standing the Heat</p> <p>24 – Mind Your P’s, Q’s, and KPI’s (Key Performance Indicators)</p> <p>30 – iLearn: Sponsorships and Grants</p> <p>408 – Libraries and Parks: A Common Sense Partnership</p>	<p>912 - The Power of Photography: A Professional Image in Parks and Recreation</p>	<p>208 – How to Establish an Accredited Arboretum in Your Park</p> <p>220 – Risky Play: Pushing the Edge for Maximum Learning Impact</p>	<p>141 – Fire, Shelter, Water: Can You Survive?</p> <p>407 – Including <i>All</i> Community Members: Accommodating Special Events for Special Needs Families</p> <p>426 – Creating Your Day Camp Culture</p> <p>428 – The Way We Were, and Here We Are . . . the Legacy of a Lifetime in Parks</p>	<p>507 – Play on Player: Overcoming Disability With Play</p>
<p>25 – Moving From a Municipal to an Enterprise Mindset</p> <p>29 – IPRA Member Engagement Town Hall</p>	<p>908 – Why an App?</p> <p>909 – Partnership and Sponsorship: How to Leverage Both to Strengthen Your Impact and Increase Your Bottom Line</p>	<p>214 – The Midwest Grows Green Lawn and Land Forum Toolkit: Making Natural Lawn Care Easy</p> <p>216 – Splash Pads 101: Developing a Successful Splash Pad for Your Agency</p>	<p>308 – The Importance of Mental Health Education in Developing Trauma-Informed Parks in Partnership With the Chicago Park District</p> <p>411 – Pop Up Some Fun in Your Parks: Meeting Your Residents Where They Are and Engaging Them in Fun</p> <p>417 – The Secret to Effective Programming Strategies</p>	<p>508 – Special Olympics Principles of Coaching, Part I</p>
<p>20 – Keep Them Coming Back: The Keys to Lasting Loyalty</p> <p>28 – Executive Directors’ Roundtable</p> <p>1005 – Health and Wellness at Work: Creating a “Culture of Wellness” Within Your Organization</p>	<p>906 – The Podcast Zone: Explore a New Dimension of Planning, Producing, and Promoting a Podcast for Your Agency</p>	<p>212 – All Ages, All Abilities, All the Time</p> <p>221 – Outdoor Fitness: An Urban Trend for Health and Wellness</p>	<p>413 – Raquet Sports and Pickleball</p> <p>419 – Trend Seekers</p> <p>420 – The Price Isn’t Right: Pricing Programs and Services</p>	<p>509 – Special Olympics Principles of Coaching, Part II</p>

Keynote General Session with Jarrett Payton

Saturday, January 25, 2020

8:30 am – 9:45 am

Grand Ballroom C-F, East Tower/Gold Level

CEUs: 0.1



Lessons From My Father

Jarrett Payton, son of the late NFL Hall of Famer Walter Payton, is a radio host, businessman, philanthropist, motivational speaker, former NFL and CFL running back, and devoted husband and father. In his keynote address, Jarrett shares the inspiring story of what it was like growing up with the most famous football player in the world as his dad. You'll learn about the difficulties he faced living up to the Payton name and what it meant to carry on his father's legacy. Jarrett describes the challenges he faced on the football field and off – as he speaks about the death of his father and how it impacted him. Jarrett shares why he chooses to honor his father's legacy of making a difference in the community and tells the story of how he became an entrepreneur. He addresses the importance of finding your passion in all that you do whether it be family or work-related. Most notably, Jarrett emphasizes the importance of investing in our youth and why we should serve as role models who stress the value of sports, education, and character.

Learning Outcomes: Participants will be able to:

- Recognize the potential for greatness that lies within each of us.
- Appreciate the importance of finding one's personal or professional passion.
- Identify and relate how parks and recreation makes a difference in the communities they serve through youth activities and sports programs.



2020 Conference Registration Form

REGISTRATION DEADLINE IS JANUARY 13, 2020

Register online at ilparksconference.com for a \$25 per registration package discount!

Registration for conference and any pre-conference workshops must be done at the same time.
Faxed or mailed registration forms will be accepted until January 13, 2020.

I am completing this form on behalf of the attendee and would like a copy of the receipt; email to: _____

SECTION I. ATTENDEE INFORMATION

NAME _____ TITLE _____

NICKNAME FOR BADGE _____ AGENCY _____

MAILING ADDRESS, CITY, STATE, ZIP _____

PHONE _____ ATTENDEE EMAIL ADDRESS (REQUIRED FOR MOBILE APP ACCESS) _____

CERTIFICATIONS: AFO CPO CPRE CPRP CPSI CTRS

MEMBER: IAPD IPRA NON-MEMBER

MEMBER RATES: All registrations are checked for membership status. Refer to the Policy on Members and Non-Members on page 26.

Is this your first time attending the IAPD/IPRA Soaring New Heights Conference? Yes No
If "No," how many years have you attended? 2-5 6-9 10-15 16+

IAPD/IPRA makes available the email addresses of conference attendees to conference exhibitors who provide products and services to the park and recreation field. **Please check here if you prefer your email address to NOT be provided.**

ADA COMPLIANCE:

If you have special dietary requirements, please let us know by selecting the applicable request(s) below.

- None Vegetarian
- Lactose Intolerance/Dairy Free Vegan
- Peanut or Tree Nut Allergy Kosher
- Diabetic Halal
- Celiac Disease (Gluten-Free) Other; _____

If you require special accessibility services, please provide a brief description of your needs below. For requests pertaining to your hotel/lodging needs, please contact the Hyatt or Swissotel directly when booking your room _____

Emergency Contact (REQUIRED):

Name: _____ Relationship: _____ Phone: _____



SECTION II. PRE-CONFERENCE WORKSHIPS - THURSDAY, JANUARY 23, 2020 (Enrollment is limited - REGISTER EARLY!)

ID#	TITLE	FEE	CEUs
9:00 am – 12:00 pm		<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
10	Getting Others to Do What You Want: Be the Most Persuasive Person in the Room	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
101	Remarkable Time Management: 10 Tips to Have More Time for You!	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
201	Tree Care Basics: An Arborist Short Course	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
301	Why "Drill Down" Interviewing Strategies Can Help You Hire Peak Performers	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
401	Enhancing Effectiveness	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
501	It's Fun, But It's a Real Job! Terrific Staff Training Tools and Techniques to Build a Highly Effective, Professional Camp (and Other Youth Program) Staff	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
601	Chicago Parks Old and New Tour #1	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
603	The Fitness and Recreation Manager's Guide to Maximum Performance	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1001	Pardon the Interruption: Parks and Rec Edition Live! Join Us as We Tackle Relevant Topics	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1003	Conflict Resolution: A Masterclass on the Conflict Resolution Process to Handle Any Size Dispute	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
CDS	Rally Your Communications Mojo! Increase Your Effectiveness as a Communicator at Work	<input type="checkbox"/> \$99	<input type="checkbox"/> \$6
1:30 pm – 4:30 pm		<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
11	Real Talk: Using Stories to Create Connection, Sell Your Ideas, and Meet Your Goals	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
102	Building a Culture of Success: Lead From the Seat You Are In	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
302	Denying Unemployment Benefits When the Employee Is Discharged	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
402	Training Your Seasonal Summer Staff From A to Z	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
502	Secrets to Self-Leadership: Superb Self-Communication and Time Management for People Who Don't Have Time to Take a Time Management Course	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
504	Coaching, Mentoring, and Succession Planning	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
602	Chicago Parks Old and New Tour #2	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
604	Intentional Aquatic Safety, Supervision, and Service = Aquatic Success!	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
902	Creating Professional and Attractive Images Using Digital Photography	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1002	Compassionate Leadership: What Leaders Need to Know	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
SECTION II SUBTOTAL		\$	

SECTION III. CONFERENCE REGISTRATION - FRIDAY & SATURDAY

PACKAGE	EARLY (BY 12/9/19)		REGULAR (12/10/19 – 01/13/20)		ON-SITE		
	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER	
Full	<input type="checkbox"/> \$325	<input type="checkbox"/> \$630	<input type="checkbox"/> \$390	<input type="checkbox"/> \$760	<input type="checkbox"/> \$430	<input type="checkbox"/> \$840	
No Frills	<input type="checkbox"/> \$270	<input type="checkbox"/> \$520	<input type="checkbox"/> \$325	<input type="checkbox"/> \$630	<input type="checkbox"/> \$380	<input type="checkbox"/> \$740	
Friday Only	<input type="checkbox"/> \$230	<input type="checkbox"/> \$445	<input type="checkbox"/> \$260	<input type="checkbox"/> \$505	<input type="checkbox"/> \$285	<input type="checkbox"/> \$555	
Saturday Only	<input type="checkbox"/> \$250	<input type="checkbox"/> \$485	<input type="checkbox"/> \$280	<input type="checkbox"/> \$545	<input type="checkbox"/> \$305	<input type="checkbox"/> \$595	
Student	<input type="checkbox"/> \$110	<input type="checkbox"/> \$210	<input type="checkbox"/> \$110	<input type="checkbox"/> \$210	<input type="checkbox"/> \$110	<input type="checkbox"/> \$210	
Retiree	<input type="checkbox"/> \$135	<input type="checkbox"/> \$135	<input type="checkbox"/> \$145	<input type="checkbox"/> \$145	<input type="checkbox"/> \$175	<input type="checkbox"/> \$175	
Guest/Spouse	<input type="checkbox"/> \$135	<input type="checkbox"/> \$135	<input type="checkbox"/> \$145	<input type="checkbox"/> \$145	<input type="checkbox"/> \$175	<input type="checkbox"/> \$175	
CEUs: <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Friday and Saturday						N/C	
Friday, Awards Luncheon Ticket						<input type="checkbox"/> \$65 x _____	\$ _____
Friday, Dessert Ticket						<input type="checkbox"/> \$15 x _____	\$ _____
Friday, Awards Luncheon Preferred Agency Seating (Non-refundable; includes legislator tables; must have 12 people; see page 21 for details.)						<input type="checkbox"/> \$50 x _____	\$ _____
Saturday, Closing Social Ticket to Dave & Buster's Note: Child = 12 and under						<input type="checkbox"/> \$99, Adult x _____	\$ _____
						<input type="checkbox"/> \$35, Child x _____	\$ _____
CLE Credit Packages (3=\$45; 4=\$60; 7=\$105; 8=\$120)						<input type="checkbox"/> \$45 <input type="checkbox"/> \$60 <input type="checkbox"/> \$105 <input type="checkbox"/> \$120	
STUDENTS: I would like to participate in the Awards Luncheon at no additional cost.						<input type="checkbox"/> YES	
IAPD/IPRA MEMBERS: I would like to donate a seat to a student at the Awards Luncheon at no additional cost.						<input type="checkbox"/> YES	
SECTION III SUBTOTAL						\$	

SECTION IV. SPECIAL EVENT REGISTRATION (Space is limited - REGISTER EARLY!)

Rotary Fellowship Luncheon: Thursday, January 23, 11:30 am – 2:30 pm (Open to all. See page 27 for details.)

RFL	Rotary Club Name (if applicable):	District No:	<input type="checkbox"/> \$25
Professional Connection: Thursday, January 23, 6:00 pm – 7:00 pm (see page 28 for details.)			
PCS	Professional Connection – Student		<input type="checkbox"/> N/C
PCP	Professional Connection – Professional		<input type="checkbox"/> N/C
Mock Interviews/Resume Review: Friday, January 24, 9:45 am – 11:00 am (see page 28 for details.)			
MIS	Mock Interviews/Resume Review: – Student		<input type="checkbox"/> N/C
MIP	Mock Interviews/Resume Review – Professional		<input type="checkbox"/> N/C

Instructions: Enter the subtotal from each section.
Add Section II – IV line totals together
to get the total amount now due.

SECTION II: PRE-CONFERENCE WORKSHOPS	\$
SECTION III: CONFERENCE REGISTRATION	\$
SECTION IV: SPECIAL EVENTS	\$
TOTAL AMOUNT DUE	\$

SECTION V. PAYMENT

METHOD OF PAYMENT

* Should you make an error in calculating, your card will be charged for the correct amount.

Check # _____ (Please make checks payable to IAPD.) Visa MasterCard TOTAL \$ _____

Cardholder's Name _____

Credit Card Number _____ Expiration Date _____

Cardholder's Billing Address _____ Zip Code _____

3-Digit CVC # _____ Signature _____

**FAXED OR MAILED REGISTRATION FORMS WILL BE ACCEPTED UNTIL JANUARY 13, 2020 AT:
2020 IAPD/IPRA CONFERENCE**

P.O. BOX 756, Park Ridge, IL 60068 OR FAX: (847) 957-4255

QUESTIONS? EMAIL YOUR QUESTION TO ILPARKS2020@CTEUSA.COM OR CALL (847) 957-4255



IMPORTANT REGISTRATION INFORMATION

REGISTRATION FOR CONFERENCE AND ANY PRE-CONFERENCE WORKSHOPS MUST BE DONE AT THE SAME TIME.

	Full Package	No Frills	Friday Only	Saturday Only	Student/Retiree	Spouse/Guest
All-Conference Awards Luncheon (Friday)	✓					
Closing Social (Saturday)	✓			✓		
Education Sessions (Friday/Saturday)	✓	✓	✓*	✓**	✓	✓
Exhibit Hall Admission (Thursday/Friday)	✓	✓	✓*		✓	✓
Keynote General Session (Saturday)	✓	✓		✓	✓	✓
Welcome Social (Thursday)	✓	✓	✓	✓	✓	✓

*Education sessions and access to Exhibit Hall on Friday only.

** Education sessions on Saturday only.

CEU FEES – There are no additional CEU fees for Friday and Saturday sessions. However, you must request CEUs on your registration so that CEU coupons are generated with your registration materials. CEU fees for pre-conference workshops will be charged a \$6 fee.

FULL – Includes All-Conference Awards Luncheon ticket; Friday and Saturday education sessions; Closing Social ticket; Admission to the Exhibit Hall; Keynote General Session; Welcome Social.

NO FRILLS – Includes Friday and Saturday education sessions; Keynote General Session; Admission to the Exhibit Hall; Welcome Social.

FRIDAY ONLY – Includes Friday education sessions; Admission to the Exhibit Hall; Welcome Social.

SATURDAY ONLY – Includes Saturday education sessions; Closing Social ticket; Keynote General Session; Welcome Social.

STUDENTS/RETIREES – Includes Friday and Saturday education sessions; Admission to the Exhibit Hall; Keynote General Session; Welcome Social.

GUEST/SPOUSE/FAMILY/FRIEND (Must not be affiliated with or employed by any park district, forest preserve, conservation, recreation or special recreation agency.)

Includes Friday and Saturday education sessions; Admission to the Exhibit Hall; Keynote General Session; Welcome Social.

PLEASE NOTE:

- IAPD/IPRA will not invoice agencies or individuals for conference registrations.
- Please complete a separate registration form for each individual registering.

- Participants wishing to change workshops must pay the difference for a higher workshop or forfeit the difference for a lesser workshop.
- Cancellations must be submitted in writing and received **by December 20, 2019**, in order to receive a refund less a processing fee of \$25. **No refunds will be granted for cancellations received after December 20, 2019.**
- Registrations will not be accepted after January 13, 2020; registrations not postmarked or faxed by January 13, 2020 will be returned. However, on-site registration begins at 7:30 am on January 23, 2020.
- **The deadline for Preferred Agency Seating is January 13, 2020.** No preferred seating will be taken on-site.
- ADA Compliance: If you have questions or need assistance with your special accessibility/meal requirements, please contact Leesa Kuo Johnson at leesa@ilipra.org.

QUESTIONS:

- Email your question to ilparks2020@cteusa.com or call (847) 957-4255. **Be sure to reference the IAPD/IPRA conference.**

CONSENT TO USE PHOTOS AND OTHER REPRODUCTIONS

By registering for, participating in or attending IAPD/IPRA meetings or other activities, an individual irrevocably agrees to the use and distribution by IAPD/IPRA of his or her image or voice in photographs, video recordings, audio recordings and any other electronic reproductions of such events and activities for any purpose without inspection or approval and without compensation, right to royalties or any other consideration now and in the future.

Event photography provided by JHyde Photography.



2020 EXHIBITORS

COMPANY

3D Design Studio	413
All Inclusive Rec LLC	233
American Ramp Company	524
American Red Cross	821
Amilia	345
Amplivox Sound Systems	521
Andrews Technology	805
Anthony Roofing - Tecta America	151
AnythingWeather	423
Aqua Pure Enterprises, Inc.	534
AstroTurf	713
BCI Burke Company	923
Beacon Athletics	444
Bid Evolution	314
Big River Race Management	116
Bounce Houses R Us LLC	709
Boundless Adventures	623
Brian Wismer Entertainment	801
Brock USA	726
Bronze Memorial Company	219
BS&A Software	200
BSN Sports	614
Byrne & Jones Sports Construction	740
Cadron Creek Play	624
Call One	113
Camosy Construction	601
CampDoc	129
Capri Pools & Aquatics	236
CardConnect	336
CELTs Sustainable Aquatics	905
Central Sod Farms Inc.	720
Challenger Sports	120
Chapman and Cutler LLP	325
Charles Vincent George Architects	523
CivicRec	626
Clowning Around Entertainment	235
Cody/Braun & Associates, Inc.	619
Columbia Cascade Company	139
Commercial Recreation Specialists, Inc.	708
CommunityPass	725
Cordogan Clark & Associates, Inc.	143
Corporate Construction Services	540
Counselman-Hunsaker	819
Crown Trophy	213
 Cunningham Recreation	703
Custom Manufacturing, Inc.	454
Custom Playgrounds Inc.	706
CXT, Inc	700
Design Perspectives, Inc.	820
Dewberry Architects Inc.	519
Direct Fitness Solutions	604
Divine Signs	426
 DLA Architects, Ltd.	610
Doty & Sons Concrete Products, Inc.	316
Engineering Resource Associates, Inc.	304
Entertainment Concepts	919
Eriksson Engineering Associates, Ltd.	429

BOOTH#


COMPANY

eTrack Recreation Software	225
EVP Academies, LLC	237
Farnsworth Group, Inc.	309
FGM Architects, Inc.	600
FieldTurf	529
Fountain Technologies LTD	520
Frederick Quinn Corp.	431
Fun Express	231
Gen Power	327
 Gewalt Hamilton Associates, Inc.	208
Gold Medal Products, Co.	313
GovDeals	631
Great Lakes Urban Forestry Consultants	205
 Greenfields Outdoor Fitness	723
Green-Up	337
Haldeman-Homme, Inc.	640
Halogen Supply Company, Inc.	538
Hawkins	306
Henry Bros. Co.	344
Herkowski Stickler & Associates	833
Hey and Associates, Inc.	714
Hitchcock Design Group	303
Homer Industries, LLC	333
Hot Shots Sports	201
Howard L. White & Associates, Inc.	319
HR Source	123
Ice Miller LLP	436
ICON Shelter Systems Inc.	451
ID EDGE Inc.	133
Illinois Association of Park Districts	503
Illinois Park & Recreation Association	500
Illinois Public Risk Fund	246
IMAGINE Nation LLC/Waterplay Solutions Corp.	434
IMRF	220
INNOVA Disc Golf	834
INSPEC, Inc.	722
IPARKS	425
Iron Sleek, Inc.	211
Jack's Magic Products	627
Jeff Ellis & Associates, Inc.	607
JSD Professional Services	628
Kay Park Rec Corp	135
Keeper Goals	339
Kiefer USA	409
KI Furniture	221
KOMPAN	147
Lake Country Corporation	312
Legat Architects	245
Lincoln Aquatics	609
Links Technology	329
Local Government Health Plans, CMS	103
Lohmann Companies	701
Mad Bomber Fireworks Productions	433
Matrix Fitness	115
Maul Asphalt & Sealcoating	127
MB Financial Bank	323
Medieval Times Dinner & Tournament	629

2020 EXHIBITORS

COMPANY

BOOTH#

Melrose Pyrotechnics, Inc.	530
Mesirow Financial	328
Midwest Commercial Fitness	734
Midwest Mechanical	149
Midwest Transit Equipment, Inc.	453
Monroe Truck Equipment, Inc.	124
Most Dependable Fountains	335
Musco Sports Lighting, Inc.	615
National Association of Park Foundations	525
NCSI/SSCI	739
NiceRink	239
 Nicor Gas	131
Norwalk Concrete Industries	214
NuToys Leisure Products	420
Omega II Fence Systems	625
Palos Sports, Inc.	719
Park District Risk Management Agency (PDRMA)	603
Parkreation, Inc.	449
PEDOC Power Pedestals	811
Perfect Turf LLC	810
Perkins + Will	608
Perry Weather	712
Personalized Awards, Inc.	215
PFM Asset Management LLC/IPDLAF+Class	400
Planning Resources, Inc.	421
PlayGround Games	602
Play & Park Structures	355
Play-Well TEKologies	346
PMA Financial Network, Inc.	118
PMI Photography	612
Porter Athletic	633
Prairie Forge Group	308
Productive Parks LLC	630
Protect Youth Sports (PYS)	921
RAMUC Pool Paint	907
RATIO	216
Record-A-Hit Entertainment	410
ReCPro Software	338
Recreonics, Inc.	620
Reese Recreation Products, Inc.	419
Reinders, Inc.	202
RenoSys Corporation	320
Robert Juris & Associates Architects, Ltd.	916
Russo Power Equipment	324
SCORE Sports	310
Shade Creations by Waterloo	412
Shaw Sports Turf	527
Sikich LLP	305
Smart Industry Products, LLC	332
SmithGroupJJR	330
Soccer Made in America	311
Spear Corporation	638
Speer Financial, Inc.	244

COMPANY

BOOTH#

Sport Court Midwest	104
Sports Facilities Advisory & Sports Facilities	222
Sportsfields, Inc.	243
Stageline Mobile Stage	621
Stalker Sports Floors	125
Stantec	639
Starfish Aquatics Institute (SAI)	145
Starved Rock Lodge & Conference Center	209
Studio Park Ave Ltd	334
Sundek of Illinois, Inc.	438
Swimventory	732
TackleBar, LLC	611
Taylor, Flavor Burst, Broaster	917
Team REIL, Inc.	715
Techline Sports Lighting	733
The Lifeguard Store/All American Swim	813
The Mulch Center	119
The Party Company, LLC	738
The Pizzo Group	343
The Spargo Group	238
ThinkingKap Learning Solutions, Inc.	526
TimeClock Plus	906
TIPS - The Interlocal Purchasing	707
Trails Entertainment Centers (Enchanted Castle & Haunted Trails)	223
Trane	121
Tyler Technologies	622
Univar	428
 Upland Design, Ltd.	321
U.S. Arbor Products	613
U.S. Tennis Court Construction Company	407
Vermont Systems, Inc.	531
Vernon and Maz, Inc.	137
Visual Image Photography, Inc.	430
Vortex Aquatic Structures International	807
Walworth County Visitors Bureau	920
Water Technology, Inc.	240
Waupaca Sand & Solutions	522
WBK Engineering, LLC	204
W.B. Olson, Inc.	322
WhiteWater	809
Wickcraft Co.	203
Wight & Company	424
Williams Architects/Aquatics	401
Windy City Amusements, Inc	122
Wintrust Financial Corporation	224
 WT Group, LLC	404
Zenon Company	632
Zing Card	528

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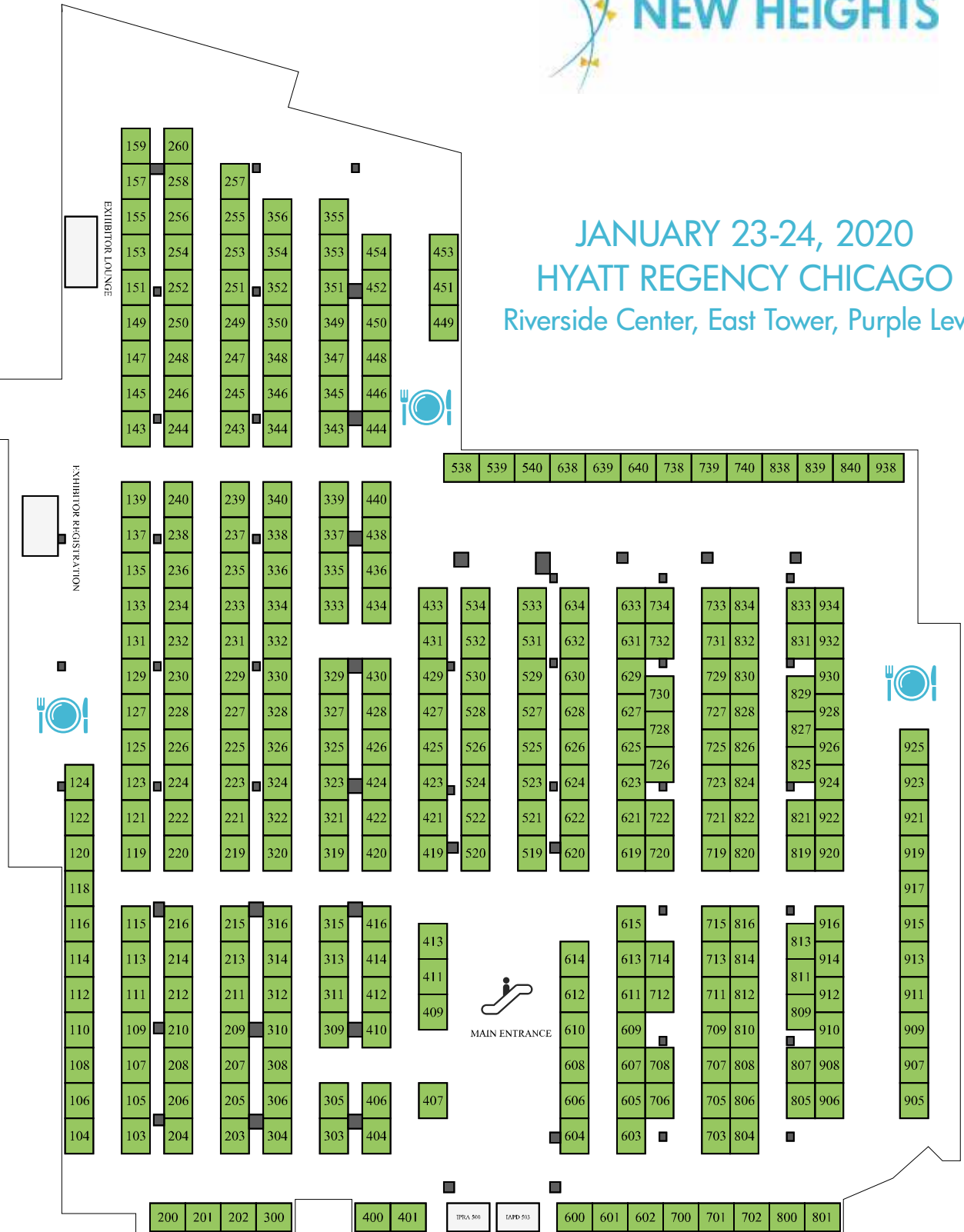
Exhibitors as of September 2019



JANUARY 23-24, 2020
HYATT REGENCY CHICAGO
 Riverside Center, East Tower, Purple Level



SECONDARY ENTRANCE






Building Better Boards & **LEADING BY EXAMPLE**

Undercover intelligence has discovered new threats that are rapidly infecting our boards: gossiping, being critical, absent, or not engaged. You must maintain full diligence regarding your board to ensure you are not becoming your own worst enemy!

By Tracey C. Jones



"If everyone is thinking alike, then somebody isn't thinking." One of the hallmarks of exemplary followership is critical thinking.

I have sat on boards filled with such discerning individuals that I could scarcely keep up. I have also had the scary experience of being on committees that fell prey to laziness and victim mentality. A board exists to govern; not to advise. Exemplary boards require all members to be active and engaged; ensure transparency coupled with honest conversations; and a clear delineation of roles. Boards are only as good as the men and women who are sitting around the table and will never achieve more than the weakest link. There's a line that sums it up best, "There's no such thing as a board problem without a first and last name."

So what should board chairs and members be focusing on, first and foremost? I've drilled down to four main points that every member should have as foundational footings before they agree to come aboard.

Stay on Point: My father, Charlie "Tremendous" Jones, used to say, "The main thing is to keep the main thing, the main thing." The number one job of the board is to prevent scope creep. One of the best books I have read on this topic is *Mission Drift* by Peter Greer. Staying true to your foundational core takes intense focus. It also takes singularity of vision and a board willing to reject anything not solely yoked to the core competency of the entity. Think of a radio. You can be one megahertz off of the signal, and the message is garbled and incomprehensible.

Think of your board meetings that way. When a new opportunity comes your way, examine it intensely to ensure it is mission edifying and not mission detracting. Going down rabbit holes costs valuable resources. Do your due diligence and make sure that any partnership, merger, program, or employee is truly value-needed *and* valued-added.

Group Think Stinks: The number two job of the board is to provide insight and discernment to the organization. We like to all think of ourselves as strong enough to stand alone when it comes to expressing a difference of opinion from the group. Watch the Asch Conformity Experiment and see just how easy it is to go along with the crowd, even when our convictions tell us something else. The research revealed that 37% of the time, we will go along with the group even when we know they are not right. However, when there is one other voice that mirrors our point of view, the number drops to 5%. One of my favorite General Patton quotes is, "If everyone is thinking alike, then somebody isn't thinking." One of the hallmarks of exemplary followership is critical thinking. Make sure everyone on your team is actively considering every worst-case scenario and unintended consequence, and that the dialogue flows freely. I recommend picking two to three "devil's advocates" to take the opposing point of view and let the majority argue their point. This intentional pre-selection will ensure robust dialogue and diminish the

The balance between management and leadership is only as healthy as your board members. **So make sure they've got the big picture, but also the grit to bring the vision to reality.**



possibility of groupthink stink. The book *Team of Rivals* explores President Lincoln's efforts to find common ground between differing political beliefs and disparate personalities. It shows how the power of an adversary can make you surer of the right course of action.

All-In Engagement: The other tenant of exemplary followership is active engagement. The board is ultimately in control. For daily operations, the CEO is in control. You've got to ensure that everyone on your board is all-in. Otherwise, you've obtained a BINO which stands for Board In Name Only. Members need to understand they have a fiduciary and societal responsibility to ensure they are active in the governance of the board. I was on numerous media outlets discussing organizations that have folded due to gross moral, ethical, or financial failures. Although the tendency is to blame the CEO, the responsibility rests on the shoulders of the board. Being on a board is a grave responsibility. Make sure each of your members understands the risk, liability, and reputation for which they have signed on. Be prepared to infuse your board with fresh blood when elections with openings or vacancies arise.

Consummate Sales People: Your board members are your cheerleaders. If there is any need operationally, they should be out and about securing the necessary resources and means to feed to the executors. They are the proclaimers of all things tremendous in the entity. Board members are also supreme connectors who can open the doors to dollars, donors, and decision makers. The board brings

resources that will allow the CEO to surpass his/her limits and reach the next steps. And it bears repeating that the first wallets that should open are those of the board members. After all, if your board members won't support the entity financially, why should you expect anyone else? Board members put their money where their mouth is, literally. Individuals that can relate to your particular cause will fuel the passion needed to keep your entity on point and financially viable in the years to come.

Recommended Reading: I recently had the honor of working with author Peter Darcy on his book *Mister Buddy's Guide to Non-Profit Leadership: Principles for Success in a Charitable World*. This tremendous read encapsulates the leadership skills needed for all those generous humans out there who have a mission, a vision, a charge, or something on their heart they feel called to do. According to the author, "Leadership is the complete skill set needed to take an organization's mission outward, to the world, where the mission causes life-transforming change. Management is the skill set needed to ensure the mission's inward support so that it endures into the future and functions efficiently." The balance between management and leadership is only as healthy as your board members. So make sure they've got the big picture, but also the grit to bring the vision to reality.

Tracey C. Jones is a veteran, author, leadership expert, and lifelong learner. You can connect with her at www.traceycjones.com and www.tremendousleadership.com.



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IAPD OFFERS NEW DIGITAL COMMUNICATIONS TO MEMBERS

By Wayne Utterback,

Director of Communications & Digital Content, Illinois Association of Park Districts

As technology continues to evolve and become more and more a part of everyday life, the Illinois Association of Park Districts is advancing the ways that we reach out to our membership. This year, IAPD has begun several endeavors to reach our audience in new and exciting ways.

PARK CAST

First, IAPD introduced the *IAPD Park Cast*, a monthly podcast examining the world of park districts, forest preserves, conservation, recreation and special recreation agencies. Available on iTunes, Soundcloud, and Stitcher, the *IAPD Park Cast* shines a light on the work that both IAPD and its members and partners are doing to improve the lives of residents throughout Illinois. If you have a story you'd like to share on the podcast, contact Wayne Utterback at (217) 523-4554 or at wutterback@ilparks.org.

The second new addition to the IAPD digital lineup is our redesigned digital magazine. Beginning with this issue of *Illinois Parks and Recreation*, the new digital version will utilize the technology of PageSuite, which means digital issues are now more interactive than ever. Bookmarks take you directly to stories you will find useful to your agency,

exclusive digital pages will share the latest IAPD videos and podcasts, and articles will be more dynamic than ever before. Also included in these digital editions will be more of your news, expanding the People & Places section of the magazine. We highly recommend you visit ilparks.org, hover over Knowledge Center, and then click on IP&R Magazine to see the latest digital version of the magazine.

Last, but certainly not least, IAPD will produce more videos, such as the Living Legends Series. Subscribe to IAPD's YouTube page at <https://www.youtube.com/user/IIAssnofParkDistrict> to get the latest videos when they are posted.

As always, stay on top of all the latest news by following IAPD on Facebook, LinkedIn, Twitter, and Instagram.

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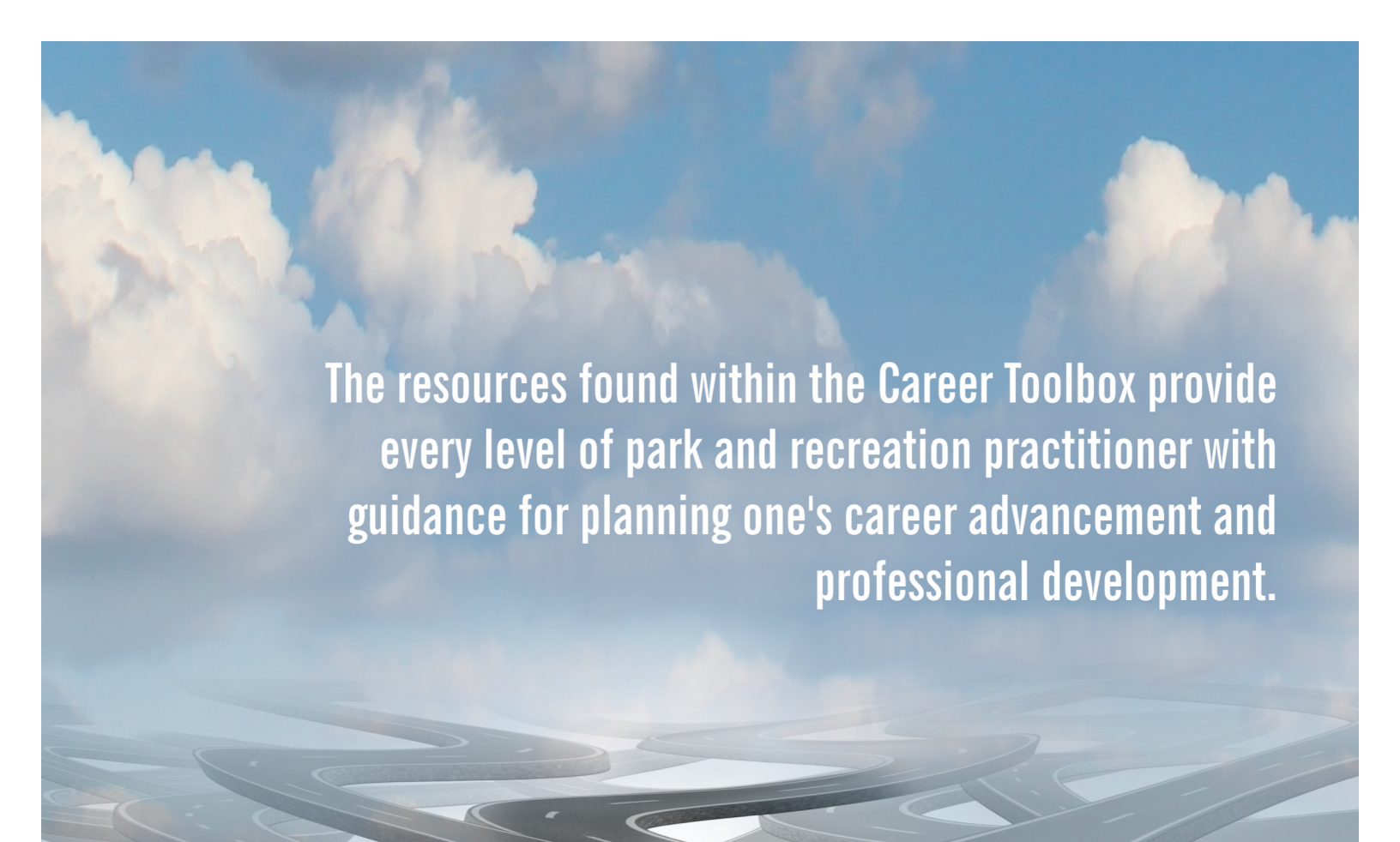
708.534.1070

Info@RainbowFarmsMulch.com



IPRA CAREER TOOLBOX:
A ROADMAP
TO SUCCESS

BY DEREK HOFFMAN AND MEGAN OWENS, PH.D.



The resources found within the Career Toolbox provide every level of park and recreation practitioner with guidance for planning one's career advancement and professional development.

Dr. Megan Owens, WIU Assistant Professor, and Derek Hoffman, WIU Graduate Research Assistant, designed a survey to identify core skills and qualifications necessary to be successful in nine middle and executive-level positions commonly found within Illinois park and recreation agencies: Executive Director/Director, Deputy Director, Director/Superintendent of Finance/Business Services, Director/Superintendent of Marketing and Communications, Director/Superintendent of Parks and Facilities, Parks Manager/Supervisor, Director/Superintendent of Recreation, Recreation Program Manager, and Facilities Manager/Supervisor. The project goals were threefold: (1) develop an instrument to obtain position-based skills and qualifications across the Illinois park and recreation system; (2) identify potential career trajectories for practitioners in Illinois; and (3) develop resources that practitioners may use for planning their career advancement.

The creation of the Career Toolbox followed an empirical process. First, a literature review was completed to gain an understanding of professional development practices and career advancement planning. Based on best practices from the literature, a survey was designed and distributed to executive-level administrators at Illinois park and recreation agencies. The response rate of completed surveys was 14%. The survey results identified key skills and professional development opportunities relevant to the nine administrative positions, which led to the design of

career trajectories and planning resources. The administrative positions were selected from the 2018 Illinois Park and Recreation Association Compensation Survey completed by HR Source. The IPRA Compensation Survey collected data that resulted in the creation of job descriptions for nearly all related positions commonly found in park and recreation agencies across Illinois.

The resources found within the Career Toolbox provide every level of park and recreation practitioner with guidance for planning one's career advancement and professional development. For example, nine trajectories showcase potential career paths that early to mid-level practitioners may pursue with Illinois park and recreation agencies. The career trajectories showcase a progression of administrative positions with identified key skills and qualifications alongside relevant professional development opportunities that may help enhance a practitioner's competencies for each advanced position. Additionally, two resources in the Career Toolbox contain a comprehensive listing of professional development and continuing education opportunities pertinent to the nine administrative positions.

A practitioner's ability to control their career advancement goes beyond merely entering the workforce. There is a need for individuals to identify their work and personal goals to achieve their desired career path. Individuals are largely in control of their chosen career path, but a



commitment to one's career and willingness to adjust their career path based on personal or professional needs is necessary (Sarchielli, 2017). Seeking out additional experiences and guidance can furnish practitioners with the growth necessary to follow their chosen career path.

Feldman and Ng (2007) suggested personal locus of control is an essential aspect of professional development. Individuals with higher levels of internal locus of control (e.g. managers seek out additional experiences or opportunities) believe they have more control over their career than those with an external locus of control (e.g. managers that rely upon their agencies to provide additional experiences or opportunities). Individuals with greater internal locus of control are more comfortable in their ability to manage their professional development and are shown to achieve greater career advancement (Feldman & Ng, 2017).

Professional development is a multifaceted process. Early to mid-level practitioners are expected to pursue unique professional development opportunities to continually enhance work-related and personal skills. Additionally, many administrators expect their management level employees to pursue professional development opportunities that propel them beyond the prescribed trainings provided by their agency. Thus, practitioners should be assertive by identifying relevant professional development opportunities and promptly submitting a request to participate to the appropriate agency administrator for their consideration.

Agencies should recognize that employees tend to leave their positions when they desire greater job challenges,

opportunities to advance, or experience burnout (Bartlett & McKinney, 2004). Less employee turnover may occur when employees have the opportunity to participate in external professional development experiences, as well-trained practitioners tend to be more committed and satisfied with their agency (Davis, 2015; McKinney, Bartlett & Mulvaney, 2007).

Not every practitioner aspires for middle management or executive-level positions, yet all practitioners can still utilize the Career Toolbox. The ability to learn and grow is vital to all positions in the park and recreation field. Practitioners that are satisfied with their positions may use the toolbox to enhance their competencies so they may continually serve the evolving needs and interests of community members. Seeking out additional experiences can provide the challenge that many practitioners desire and need to remain successful in their position. The field of park and recreation is dependent on practitioners who are willing and able to adapt to new job demands, acquire new skills, and recognize trends in the field.

Despite the responsibility for career development being largely on practitioners, many young professionals expect their agency supervisors and mentors to provide guidance and advice regarding individual career planning. There is a need to prepare younger practitioners to assume higher level positions in the field, due to the growing retirement trends of executive-level administrators. As a result, executive administrators may use the Career Toolbox to design agency-wide professional development plans. For example, the resources can guide administrative decisions regarding the appropriate timing to engage early and mid-level practitioners in certain professional development

opportunities. Bartlett and McKinney (2004) suggested that while many professionals feel they have adequate opportunities for professional development, many desire a higher level of guidance from their supervisors. A lack of administrative guidance may influence a practitioner's decision to leave an agency (Davis, 2015).

Early to mid-level practitioners play a vital role with an agency's continual success in the community. McKinney, Bartlett, and Mulvaney (2007) indicated employee turnover is necessary, but it can profoundly increase agency expenses. The Career Toolbox can help agency administrators budget the necessary financial resources for employees to pursue professional development opportunities, as the necessary information related to park and recreation positions, skills, and professional development is readily available through the toolbox resources. Thus, practitioners and administrators may plan ahead for any and all associated costs. An agency's investment in their staff may result in employees that are more dedicated, energetic, and satisfied (Bartlett & McKinney, 2004).

The influence of professional development when planning one's career advancement cannot be understated. For example, a Facility Manager/Supervisor that desires a future Executive Director/Director position may follow multiple paths depending on their skills and interests. That practitioner will hone a new set of skills applicable to each position, as they continue to work toward the goal of an executive position. Practitioners and agencies will benefit when thought and planning occurs before pursuing and accepting that next advanced position. The IPRA Career Toolbox is a new resource to aid practitioners and agencies with this career planning process.

The Career Toolbox is available to all Illinois Park and Recreation Association members through the IPRA website: www.ilpra.org. Early to mid-level practitioners are encouraged to explore the variety of career trajectories and begin identifying professional development opportunities to enhance one's competencies while administrators can begin creating professional development plans for their staff.

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PEOPLE & PLACES



Park District of Highland Park Names New Executive Director

The Park District of Highland Park Board of Commissioners is pleased to announce the selection of **Brian Romes**, CPRP, as the new executive director beginning July 1, 2019. Romes has over 20 years of experience within the parks and recreation field including various

positions of increasing responsibility at the Park District of Highland Park. He joined the park district in 2009 as the recreation manager.

In 2012, he was promoted to assistant director of recreation and in 2017 was named director of recreation and facilities. Romes was a key contributor to the development of the district's GreenPrint 2024 Master Plan and its Strategic Plan. He played a significant role in project renovations at Rosewood Beach, the Recreation Center of Highland Park and Sunset Valley Golf Club.

Romes earned his Bachelor of Science Degree in Recreation Administration from Eastern Illinois University and is a Certified Parks and Recreation Professional (CPRP). He is a graduate of the National Recreation and Park Association (NRPA) Revenue/Management School, Indiana University Executive Development School, and was a Board Regent for the Illinois Parks and Recreation Association (IPRA) Leadership Academy.



Recreation Director Retires from Hickory Hills Park District

Recreation Director **Dan Maier** is retiring from Hickory Hills Park District, effective September 20, after 29 years of service. During his service to the park district, Dan played a key role in increasing program revenue, running special

events and had an instrumental role in the renovation to the Krueger Park Recreation Center in 2011. Over the years, Dan has built strong relationships with the community and committees he served on.



In Memoriam

The family of Illinois park districts and forest preserves extends our condolences to the family of **Judy Beck**, who passed away on Tuesday, June 25.

Judy served as a park board commissioner for more than 30 years, was a village natural resources commissioner and a member of the Glenview/Glencoe League of Women Voters. Judy also served as IAPD Board President in 1994 and was named IAPD Commissioner of the Year in 1996.

Judy, a dedicated environmentalist, is credited with saving many local landmarks from being lost to development. Most recently, she was involved in the successful referendum to rebuild the Glenview Ice Center and make improvements to The Grove. In honor of her service to Glenview Park District, park officials renamed a park to the "Judy Beck Park".

Beck is survived by her husband, Thomas, and two children.



In Memoriam

The family of Illinois park districts and forest preserves extends our condolences to the family of **Larry Wheeler**, who passed away July 22.

Larry served as Director of the Hanover

Park District for more than 20 years and served two terms as commissioner of the Crystal Lake Park District. He did everything from serving as a financial adviser to performing maintenance, such as drywall work, during his time at the Hanover Park District.

Wheeler is survived by his wife, JoAnn, and four children.



Two commissioners sworn in at the Skokie Park District

Commissioners **Susan Aberman** and **Minal Desai** were sworn in during the annual board meeting of the Skokie Park District Board of Commissioners.

Aberman, board president the past two years, was re-elected after finishing first among four candidates. Desai finished second in the race for two seats.



Desai, a former bank vice-president, will become the board's newest commissioner, joining Michael Alter, Khemarey Khoeun, Mike Reid, and Aberman. Both women were elected to six-year terms.

After swearing in its newly-elected members, the board unanimously elected Reid as its president and Khoeun as its vice president. Reid, who has served on the board since 2005, previously served as president for eight years. Khoeun joined the board in 2016.

Reid currently serves on the Board of Trustees for the Illinois Association of Park Districts.

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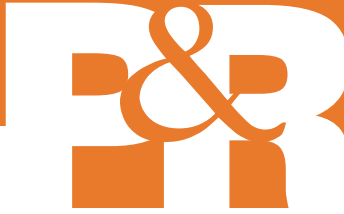
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Sept/Oct 2020 Deadline: July 10	<ul style="list-style-type: none"> • Soaring to New Heights Pre-Conference Program • Good Governance & Leadership
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March/April	Park & Facility Construction / Give Us Your Best Shot Photo Contest Winners	1/10/20	1/14/20	1/14/20	1/31/20
May/June	Make a Splash Through Aquatics	3/13/20	3/13/20	3/13/20	3/31/20
July/August	Trends in Conservation, Outdoor Recreation & Nature Centers / Legislative Advocacy	5/15/20	5/15/20	5/15/20	5/29/20
Sept/Oct	Good Governance & Leadership / Soaring to New Heights Pre- Conference Program / Election Calendar	7/10/20	7/10/20	7/10/20	7/31/20
Nov/Dec	Marketing Your Agency and Maximizing Results / 2020 Best of the Best Gala Award Winners	9/11/20	9/11/20	9/11/20	9/30/20

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