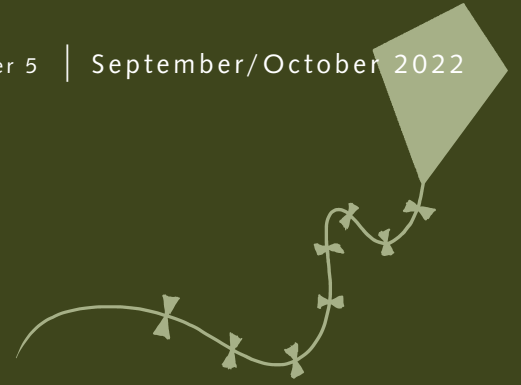


illinois

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PARKS AND RECREATION

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



leadership & governance

PLUS the 2023 Election Calendar

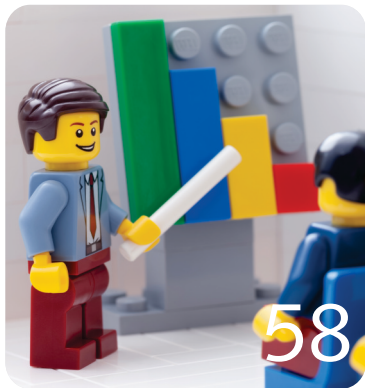


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FROM THE EDITOR

Leadership is a Moving Target

Leadership is always evolving. With new challenges and new technology, the way we lead our teams is a moving target. The days of a normal 9-to-5 job feel distant.



That's why it is crucial to constantly learn new leadership tools. Strategies change regularly on how to tackle the challenges of maintaining staff while also bringing in new employees. Creating a culture of consistency and efficiency among board members is paramount to finding success. Being nimble enough to change course at the blink of an eye is no longer a trait that you may need, it is an absolute.

Because of this, *Illinois Parks and Recreation* magazine always delivers a leadership and governance issue each year. We want you, our readers who have boots on the ground, to be prepared for the challenges and opportunities that will inevitably arise as you lead your team into another year of community service.

In our first article *Eroding Poor Leadership Strategies* on page 14, Bourbonnais Township Park District Executive Director Dr. Edward Piatt details how to become a diamond-level leader. Next, Palatine Park District Executive Director Mike Clark presents *Make Onboarding Work For You* on page 18, which highlights the importance of bringing in new staff the right way. Finally, leadership guru Bob Harris shares his strategies for being a top tier board member in *Boosting Board Engagement* on page 58.

Keep charting new courses and celebrate your successes! Thanks for reading!

— Wayne Utterback, Editor

Cover Photo from the 2020 Give Us Your Best Shot Contest Photo by James Rodriguez from the Bolingbrook Park District



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- 
- Nice close cut along the curb
 - Discharge clippings out the back
 - Put all my troubles behind me



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

Leading by Example - A Life Well Lived

Recently, on a beautiful August day in Springfield, Illinois, I had the opportunity and honor to interview Ron Lehman for the Legends interview series, which was developed nationally by the American Academy for Parks and Recreation Administration, AAPRA.

Ron had been nominated and selected as a 2022 legend in the field of parks and recreation. Ron has served the Channahon Park District as a commissioner since 1972. His five decades of service to his park district and community has been remarkable. In addition, he served at the highest level nationally as the chairman of the National Recreation and Parks Association, NRPA treasurer, and as a member of the Strategic Oversight Committee. He played a critical role as he guided them through times of financial and leadership turmoil. He has also served in many leadership roles in Illinois including as chairman of the IAPD Board of Trustees as well as on a variety of IAPD committees for more than 34 years. To this day, his IAPD committee service continues.

As I thought about the leadership and governance topic for this issue of the magazine, I couldn't help but reflect on Ron's leadership style. Without question, he leads by example. He does it with a sense of camaraderie and friendliness, in a way that many great leaders exhibit. He believes in "what can **we** accomplish" and is both patient and doggedly determined in achieving his leadership goals. His life of service is definitely not only worthy of emulation, but also of examination, as I think he provides a wonderful example of the qualities that great leaders exhibit.

Park boards are a perfect proving ground for those that want to develop and demonstrate leadership capacity. Most park boards, whether they are five or seven in number, can be cohesive units and create wonderful synergy in the community for the development and appreciation of parks and recreational opportunities. But when their decision-making is challenged either internally by a fellow board member or staff or externally by members of the community, it is then that leadership qualities are tested. Boards that are the most successful over the long term, have an agreed upon and clearly defined **mission, vision, and culture.**

True leaders always have an eye towards building a competent board that enhances the organization's standing with the public. We have all witnessed televised board meetings of other units of local government that left us shaking our heads at their dysfunctionality. This is unusual with park district boards due to the training and life-long commitment to learning by many members.

Successful boards understand that majority rule, which divides us into winners and losers, is different than consensus, which can be best described as a decision we can all live with, and no one will undermine.

"To create learning organizations, we must understand the underlying agreements we have made about how we will be together."

– Margaret Wheatley



This concept is based on the fact that power resides with the board and not individual board members. It is important that all board members take part in discussions and debate and that once a vote is taken, that becomes the board's decision, and all board members must support the decision. This is something that is sometimes difficult for some individuals to accept when they are not on the prevailing side of an issue.

It does not mean that the board member needs to be a cheerleader for the board's decision. It means that a board member should not undermine the board's decision by constantly seeking reconsideration or sharing the dissenting feeling publicly. When adhered to this best practice reflects positively on board performance and is based on a board culture that promotes trust, teamwork, and constructive conflict.

The following are excerpts from an excellent article written by Nancy Axelrod entitled, "In the Boardroom: Culture Counts", January 2005. While it was not written

specifically for elected park boards, it is very applicable, and its concepts withstand the test of time as a perfect reminder for all boards seeking to be the best example of good governance.

“Board culture reflects the human side of governance: the written and unwritten rules that influence how the board operates, the chemistry between board members and professional staff, and the basic assumptions that individuals bring to their work.

Building a healthy governance culture is an ongoing process, not an intermittent task and the tone at the top has a major effect on the board's culture.

The best board leaders grasp the paradox of assembling a number of highly competent individuals only to find that, contrary to preconceived notions of “the best minds in the best place,” they can form an incompetent group.

The research team of Chait, Holland, and Taylor found that without an intentional effort to develop the capacity of the individuals on a board to work as a group, their natural inclinations pull them away from long-term challenges to immediate concerns, away from strategy to operations, and away from collective actions to individual actions.

The leaders of the most effective boards take deliberate steps to transform an assembly of talented individuals into a well-integrated group. As a result, their boards demonstrate interpersonal and analytical competencies. These boards recognize that an inclusive and cohesive board makes better decisions than do individuals. They foster inclusive relationships from the time a new board member is recruited, and they build in regular opportunities for board development, gathering feedback on their performance and learning from their mistakes.

Team expert, Patrick Lencioni, in a study of what makes teams effective, notes that groups stumble on five natural pitfalls that can easily occur in boards: absence of trust, fear of conflict, lack of commitment, avoidance of accountability, and lack of attention to results.

Teamwork often demands substantial behavioral changes from strong individual board members who may be set in their ways, used to calling the shots, and more skilled at muffling conflict rather than voicing differences. What is increasingly clear from the latest governance research in both the private and nonprofit sectors is that the “soft stuff” of interpersonal skills, group dynamics, and board-management relationships matters more than ever.

In the May 2004 issue of Harvard Business Review, David Nadler writes, “the high-performance board, like the high-performance team, is competent, coordinated, collegial, and focused on an unambiguous goal. Such entities do not simply

evolve, they must be constructed to an exacting blueprint.” The article describes the steps that boards must undertake to understand their work and role, recruit the right people, set the right agenda and, especially, develop the right culture.

Corporate governance expert Jeffrey Sonnenfeld's study found that exceptional boards demonstrated critical group traits such as a climate of trust, candor among board members and between the board and management; willingness to share information with the board members openly and on time; a culture in which board members feel free to challenge one another's assumptions and conclusions and in which management encourages lively discussions of strategic issues by the board; and a commitment to assessing the performance of the board as a collective group as well as the individual members. These board cultures are intentionally and meticulously shaped to reward them for performing in this manner.

Few sights are grander to board anthropologists than a CEO and board chair who are in touch with the board's culture. When they understand that much of their success derives from the effectiveness of the board as a team and the norms of behavior that guide its work, they are more willing to invest time in shaping the group's tribal rites.”

I want to thank you all for your board service. You are exceptional. Thank you for building a board culture that enables you to elevate the quality of life in your community through parks and recreational opportunities for all.

2022 CALENDAR OF EVENTS

THE BEST OF THE Best AWARDS GALA
Oct. 14
Best of the Best Awards Gala
Chevy Chase Country Club
Wheeling Park District

Sept 20-22 NRPA Congress & Exposition
Phoenix, AZ

Nov. 3 Legal Symposium
Hyatt Lodge/
Conference Center
Oak Brook, IL

Jan. 26-28 IAPD/IPRA Soaring to New Heights Conference
Hyatt Regency, Chicago



Jason Anselment
General Counsel

Open Meetings Act Primer - Part 2

This is the second of a two-part series. Part 1 can be found in the July/August issue of *Illinois Parks & Recreation*.

Special Meetings

Sometimes matters require a board's attention prior to the next regularly scheduled meeting. The OMA allows public bodies to deviate from the regular schedule by calling a "special meeting" subject to specific requirements. At least 48 hours in advance of a special meeting, the district must post notice at the locations and in the manner as described in Part 1. For special meetings, the agenda must be included as part of the notice. As with regular meetings, copies of this notice and agenda must be supplied to news media, but for special, emergency, rescheduled, or reconvened meetings, the district must also notify news media in the same manner as board members if they have provided sufficient information to do so.

It is important to note one significant difference between regular and special meetings. Whereas boards may discuss (but not vote on) matters excluded from a regular meeting agenda, they must never discuss matters that are not germane to a subject listed on a special meeting agenda. Therefore, because special meetings are typically called to address time sensitive matters, districts should carefully prepare the special meeting agenda to ensure all topics are adequately described.

Emergency Meetings

Emergency meetings are like special meetings, and districts should follow the same notice requirements. However, if the emergency is *bona fide*, 48-hours advance notice is not required. Instead, notice must be given as soon as practicable and at least prior to the meeting. To avoid challenges, districts should only use this process in true emergencies and take the same steps to notify the public and news media of the date, time, location, and subject matter of the emergency meeting as soon as these details are known. If a matter is not germane to the emergency, it should not be discussed or considered.

Reconvened Meetings

Before adjourning a meeting, a board may conclude that further discussion is needed on an agenda item before the next regular meeting. The district could call a special meeting, but the notice requirements would dictate the

meeting be held at least 48 hours later. As long as the original meeting is open to the public, the OMA permits the district to reconvene it at a later time and avoid the posting requirements provided the board (1) reconvenes the meeting within 24 hours, or (2) makes an announcement of the time and place of the reconvened meeting at the original meeting and there is no change to the agenda. If the meeting is not open or if it will be reconvened more than 24 hours later and the agenda will change, the board should instead treat a reconvened meeting like a special meeting, including the 48-hour advance posting of the notice and agenda for all matters to be considered.

Canceling Meetings

Questions sometimes arise about the proper procedure for canceling a previously scheduled meeting. The OMA does not set rules for how a meeting is to be canceled, but a good practice is to provide notice of the cancellation through all methods and means that were, or would be, used to provide notice of the meeting.

Remote Attendance

Ordinarily, public body members must be physically present to participate in a meeting, but the OMA permits participation by audio or video conference under two different sets of very specific rules.

The first and customary practice allows a public body to permit a member to attend a meeting by video or audio means due to (1) a personal illness; (2) a disability; (3) employment purposes; (4) business of the public body; (5) a family emergency; or (6) another emergency. Members that attend remotely under this set of rules do not count towards establishing a quorum, but if a quorum is physically present the board can permit a remote attendee to participate and vote at meetings for these six reasons subject to other requirements. For example, a member must notify the park board secretary that he or she wishes to attend the meeting by video or audio means prior to the meeting unless it is impractical.

Moreover, before allowing a member to participate remotely for these reasons, the board must first adopt rules conforming to the OMA's minimum requirements. If your board is interested in allowing remote attendance, it should not wait until the need arises to adopt these minimum

rules. A sample Electronic Attendance Policy is available through the IAPD website at ILparks.org and another version is available in the *IAPD Guide to Open Meetings Act and FOIA*.

A second option was added in response to the COVID-19 pandemic and now allows a public body to authorize remote attendance without the physical presence of a quorum if the Governor or the IDPH Director has issued a disaster declaration related to public health concerns that covers at least part of the public body's jurisdiction and the public body follows other very specific rules.

Space constraints do not allow a detailed discussion of all requirements here, and most public bodies are likely quite familiar with the rules having used them at some point during the pandemic. However, if this alternative is utilized again in the future, it is critical to work with local counsel to satisfy each and every requirement. Also, be mindful that one of the rules requires the head of the public body to determine that an in-person meeting is not practical or prudent because of the disaster. Be careful not to rely on this exception simply for convenience if it is otherwise practical or prudent to meet, particularly if the board has routinely met in-person during a disaster's more serious times.

“Meetings” that Violate the OMA

OMA violations can inadvertently occur when members may not intend to be “meeting,” but because of the number of members present the OMA treats the gathering as a “meeting” if public business is discussed. Consequently, the gathering would be an OMA violation unless proper notice was provided.

The general rule is that a majority of a quorum of a public body cannot contemporaneously discuss public business without providing notice as described in Part 1. Many years ago, this meant that two members of a five-member board could not discuss public business outside of a properly posted meeting. However, the OMA now specifically provides an exception for five-member boards, and the rule is effectively the same as seven-member boards: three members cannot contemporaneously discuss district business without proper public notice, but two may.

The OMA can also be violated by discussing public business contemporaneously with the requisite number of members using electronic means. E-mail, chat rooms, and other electronic devices have provided traps for the unwary elected official and fodder for those wishing to challenge public bodies. The best advice is to simply avoid all contemporaneous interaction, including electronic communication, with more than one other fellow board member or to avoid discussing public business by electronic means altogether. A telephone call or face-to-face conversation between two members of a five or seven-member board does not violate the letter or spirit of the OMA.

Penalties

Failure to follow the OMA can result in a range of consequences for both board members and the district. For individuals, violations are Class C misdemeanors punishable by up to 30 days in jail and a \$1,500 fine. For public bodies, courts have the ability to require meetings to be open to the public, grant injunctions against future violations, order disclosure of closed meeting minutes not authorized to be kept confidential, declare final actions null and void, and assess attorney's fees and costs in civil cases where a plaintiff substantially prevails. In other words, understanding the Act and following all requirements is a role that must be taken very seriously.

Citizens who believe the OMA has been violated have an alternative to lawsuits by instead filing requests for review with the Illinois Attorney General's Public Access Counselor (PAC) up to 60 days after an alleged violation. This deadline may be extended to 60 days from the date of discovery of the alleged violation if the relevant facts are not discovered within 60 days of the alleged violation (but limited to two years) by a person using reasonable diligence.

Upon receipt of a request for review, the PAC can investigate the allegations and decide whether to resolve the issue by a binding opinion, mediation, or “other means” including a non-binding or advisory opinion. A binding PAC opinion is specifically treated as a final decision of an administrative agency subject to administrative review. Citizens may also file lawsuits in circuit court within 60 days after the PAC resolves a request for review by means other than a binding opinion.

Training

The OMA requires every elected or appointed public body member to complete a one-time training course within 90 days of taking their oath of office or, if no oath is required, after otherwise assuming responsibilities as a public body member. Unlike a public body's appointed OMA and FOIA officers who must annually complete electronic training, public body member training is required only once.

Park district, forest preserve, and conservation district board members can satisfy their training requirement through an interactive course offered by IAPD or through the PAC's online training. IAPD's course has the major benefit of being interactive and allows participants to ask questions of the presenter. Those who choose to attend IAPD's course also receive a copy of the PAC's training materials that are part of the online training.

Upon completion of the training, board members receive a certificate of completion that must be filed with, and retained by, the public body.

Summary

Regularly reviewing the OMA will help agencies avoid violations. Although agencies are now required to designate OMA officers who must complete the Attorney General's training program annually, every elected official should review the OMA's basic requirements periodically to avoid unintended consequences.



2023

ELECTION CALENDAR

PREPARED BY **PETER MURPHY**, IAPD PRESIDENT/CEO AND
JASON ANSELMANT, IAPD GENERAL COUNSEL



IAPD

Illinois Association of Park Districts



This Election Calendar contains key dates associated with the 2023 Consolidated Primary and Consolidated Elections. It includes information and dates IAPD deems most important to its members but does not include every date associated with these elections. For a complete list of all election dates consult the State Board of Elections' Campaign and Finance Calendar, which is available under the Legal section of the IAPD website at ILparks.org. All candidates and voters are encouraged to seek the appropriate legal advice concerning their rights and obligations.

For purposes of this calendar, "election authority" means the County Clerk or the Board of Election Commissioners. "Local election official" means the clerk or secretary of a unit of local government or a school district. "Business day" means any day in which the office of an election authority, local election official or the State Board of Elections is open to the public for a minimum of seven hours. (10 ILCS 5/1-3)

All citations contained herein are "Illinois Compiled Statutes, 2021".

FILING AND REGISTRATION DATES

(a) Filing and registration dates are fixed by the Election Code. The dates shall conform to those expressed in statute unless they fall on a date which is not a business day as defined above. In such case(s), the period shall extend through the first business day next following the day otherwise fixed as the first or last date. (10 ILCS 5/1-6(a))

(b) If the first or last day of any action required or allowed by the Election Code falls on a State Holiday, Saturday, or a Sunday, the period shall extend through the first business day following the day otherwise fixed as the first or last day for filing or the close of registration, irrespective of whether any election authority or local election official conducts business on the State Holiday, Saturday, or Sunday. (10 ILCS 5/1-6(a))

(c) For the section of the Election Code upon which this calendar is based, "State Holiday" means New Year's Day, Dr. Martin Luther King Jr.'s Birthday, Lincoln's Birthday, President's Day, Casimir Pulaski's Birthday, Good Friday, Memorial Day, Juneteenth National Freedom Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day, and any other day declared by the President of the United States or the Governor of Illinois to be a day during which the agencies of the State of Illinois that are ordinarily open to do business with the public shall be closed for business. (10 ILCS 5/1-6(b))

(d) To receive specific signature requirements for any particular office, candidates should contact the election authority or local election official who is responsible for receiving the filing of the petition for nomination and/or election to office.

Key Dates Associated with the Consolidated Primary Election – February 28, 2023

2022

Thursday, SEPTEMBER 29

First day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, OCTOBER 31

Last day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, OCTOBER 31

Last day to file petitions (must contain original sheets signed by voters and circulators) to create a political subdivision with the appropriate officer or board (for park districts, circuit court clerk). (10 ILCS 5/28-2(b); 70 ILCS 1205/2-3)

NOTE: Objections can be filed on or before the date of the hearing with the appropriate circuit court clerk. (10 ILCS 5/28-4)

NOTE: If initial officers are to be elected at the election for creation of a new unit of government, candidates for such offices shall file nomination papers 99-92 days before such election (November 21-28, 2022). (10 ILCS 5/10-6)

NOTE: The circuit court clerk shall publish the hearing date for a public policy petition filed in his/her office not later than 14 days after the petition is actually filed, but at least 5 days before the actual hearing (final orders within 7 days of hearing). (10 ILCS 5/28-4)

NOTE: See the specific statute governing the unit of local government to be established for filing procedures. (10 ILCS 5/28-4)

Monday, NOVEMBER 7

Last day to file objections to petitions to create a political subdivision in the appropriate office where the petitions were originally filed (for park districts, circuit court clerk). (10 ILCS 5/10-8, 28-4; 70 ILCS 1205/2-3)

Monday, NOVEMBER 28

Last day for filing petitions (must contain original sheets signed by voters and circulators) for referenda for the submission of questions of public policy (local). [EXCEPTION: proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act and Section 18-120 of the Property Tax Code. (10 ILCS 5/28-2, 28-6, 28-7)]

NOTE: Petitions to initiate back door referenda must be filed under the deadline specified in the specific statute authorizing the referenda, but in no case later than 92 days prior to the ensuing election.

Wednesday, NOVEMBER 30

First day for any registered voter presently within the confines of the United States to make application by mail or in person to the election authority for an official ballot. (10 ILCS 5/19-2, 19-4)

NOTE: Mailing and delivery of ballots does not occur until Thursday, January 19, 2023.

Monday, DECEMBER 5

Last day to file objections to petitions for referenda for the submission of questions of public policy (local). Objections to petitions for local referenda are filed with the same office in which the original petitions were filed. [EXCEPTION: proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code.] (10 ILCS 5/10-8, 28-4)

Monday, DECEMBER 12

Last day for local governing boards to adopt a resolution or ordinance to allow a binding public question to appear on the ballot. (10 ILCS 5/28-2(c))

Monday, DECEMBER 12

Last day for county, municipal, school, township and park boards to authorize the placement of advisory referenda on the ballot by resolution. (10 ILCS 5/28-2(c); 55 ILCS 5/2-3002, 5-1005.5; 60 ILCS 1/30-205, 80-80; 65 ILCS 5/3.1-40-60; 70 ILCS 1205/8-30; 105 ILCS 5/9-1.5)

Thursday, DECEMBER 22

Last day for the circuit court clerk and the local election official to certify any binding public question or advisory referenda to the election authority having jurisdiction over the political subdivision. (10 ILCS 5/28-5)

Friday, DECEMBER 30

First day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Primary. Such notice shall be published once in a local community newspaper having general circulation in the political or governmental subdivision. The notice shall also be given at least ten days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

2023

Monday, JANUARY 9

Last day for the election authority to post a schedule for early voting conducted at the office of the election authority and each temporary location. Such posting shall remain at each site until the last day of the early voting period (February 27, 2023). If the election authority has a website, it shall make the schedule available on the website. (10 ILCS 5/19A-25(b)(d))

Thursday, JANUARY 19

Last day for organizations of citizens which have among their purposes the investigation or prosecution of election fraud, ballot proposition proponents or opponents and state nonpartisan civic organizations to register their names and addresses and the names and addresses of their principal officers with the proper election authority if the organization(s) wish to qualify for poll watchers at the Consolidated Primary Election. (10 ILCS 5/7-34)

Thursday, JANUARY 19

First day for early voting at the office of the election authority and locations designated by the election authority. Temporary early voting locations may be established by the election authority but are not required to maintain the same voting days and hours as the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, JANUARY 30

Last day for citizens of the United States temporarily residing outside the United States who are not registered but otherwise qualified to vote and who expect to be absent from their county of residence on Election Day to make simultaneous application to the election authority having jurisdiction over their precinct of residence for vote by mail registration and a vote by mail ballot and the last day for the election authority to mail such ballot. (10 ILCS 5/20-2.1, 20-3)

Wednesday, FEBRUARY 1

First day of grace period registration and voting at the office of the election authority or at a location designated for this purpose by the election authority. If the election authority does not have ballots available, the election authority may mail the ballot to the voter when available. (10 ILCS 5/4-50, 5-50, 6-100)

Wednesday, FEBRUARY 8

Last day for employee to give employer written notice that he or she will be absent from the place of employment on Election Day because he or she has been appointed as an election judge under the provisions of 10 ILCS 5/13-1 or 13-2. (10 ILCS 5/13-2.5, 14-4.5)

Tuesday, FEBRUARY 21

Last day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Primary Election. The notice shall also be given at least ten days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or

if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Tuesday, FEBRUARY 21

Last day for any voter who is a member of the United States Service and his/her spouse and dependents of voting age who expect to be absent from their county of residence on Election Day to make application for an official ballot to the election authority having jurisdiction over their precinct of residence and the last day for the election authority to mail such ballot. Members of the Armed Forces may make application via facsimile machine or other method of electronic transmission. (10 ILCS 5/20-2, 20-2.3, 20-3)

Thursday, FEBRUARY 23

Last day for the election authority to receive, by mail, application to vote by mail from any registered voter presently within the confines of the United States. (10 ILCS 5/19-2, 19-4)

Monday, FEBRUARY 27

Last day for early voting at the office of the election authority and permanent locations designated by the election authority. Temporary early voting locations may be established by the election authority, but are not required to maintain the same voting days and hours as the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, FEBRUARY 27

Last day for any registered voter presently within the confines of the United States to apply in person at the election authority or approved local official for a vote by mail ballot. (10 ILCS 5/19-2)

Tuesday, FEBRUARY 28

Last day of grace period registration and voting in the office of the election authority or at a location designated for this purpose by the election authority. The election authority should be contacted to determine the availability of grace period registration and voting in the polling place on Election Day. (10 ILCS 5/4-50, 5-50, 6-100)

Tuesday, February 28, 2023
Consolidated Primary Election

Tuesday, MARCH 14

Last day for the county clerk or board of election commissioners to complete the validation and counting of provisional ballots. (10 ILCS 5/18A-15(a))

Tuesday, MARCH 14

Last day for the county clerk or board of election commissioners to complete the tabulation of vote by mail ballots that were (1) postmarked by Election Day, and were received after the close of the polls on Election Day but not later than 14 days after the election or (2) not postmarked, but did have a certification date prior to the Election Day on the certification envelope, and were received after the close of the polls on Election Day but not later than 14 days after the election or (3) not postmarked, but did have an intelligent mail barcode tracking system that verifies the envelope was mailed no later than Election Day and received not later than 14 days after the election. (10 ILCS 5/19-8)

Tuesday, MARCH 21

Last day for the county clerk or board of election commissioners to canvass the election results. (10 ILCS 5/22-17)

Tuesday, MARCH 21

The last day the election authority shall transmit to the State Board of Elections the following: (1) the number, by precinct, of vote by mail ballots requested, provided and counted, (2) the number of rejected vote by mail ballots, (3) the number of voters seeking review of rejected vote by mail ballots, and (4) the number of vote by mail ballots counted following review. (10 ILCS 5/19-20, 20-20)

**Key Dates Associated
with the Consolidated
Election – April 4, 2023**

2022

Tuesday, SEPTEMBER 20

First day to circulate nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates for park district boards, forest preserve district boards, and road district, fire protection district, library district and municipal library boards, and school and community college boards, who file December 12-19, 2022. (10 ILCS 5/10-4, 10-6)

Thursday, NOVEMBER 3

First day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, DECEMBER 5

Last day notice of intention to file a petition to create a political subdivision, whose officers are to be elected rather than appointed, may be published in a newspaper within the proposed political subdivision, or if none, in a newspaper of general circulation within the proposed territory. (10 ILCS 5/28-2(g))

Monday, DECEMBER 5

Last day to file petitions (must include original sheets signed by voters and circulators) to create a political subdivision with the appropriate officer or board (for park districts, circuit court clerk). (10 ILCS 5/28-2(b); 70 ILCS 1205/2-3)

NOTE: Objections can be filed on or before the date of the hearing with the appropriate circuit court clerk. (10 ILCS 5/28-4)

NOTE: If initial officers are to be elected at the election for creation of a new unit of government, candidates for such offices shall file nomination papers 113-106 days before such election (December 12-19, 2022). (10 ILCS 5/10-6)

NOTE: The circuit court clerk shall publish the hearing date for a public policy petition filed in his/her office not later than 14 days after the petition is actually filed, but at least 5 days before the actual hearing (final orders within 7 days of hearing). (10 ILCS 5/28-4)

NOTE: See the specific statute governing the unit of local government to be established for filing procedures. (10 ILCS 5/28-4)

Monday, DECEMBER 12

Last day to file objections to petitions to create a political subdivision in the appropriate office where the petitions were originally filed (for park districts, circuit court clerk). (10 ILCS 5/10-8, 28-4; 70 ILCS 1205/2-3)

Monday, DECEMBER 12

First day for candidates to file in office of the local election official or board of election commissioners, original nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates in park districts and forest preserves. (10 ILCS 5/10-6(2))

NOTE: Filing is between 113-106 days prior to the Consolidated Election. December 12, 2022 is the 113th day prior to that election and is the first day of filing in those offices which are open.

Monday, DECEMBER 19

Last day for candidates to file in the office of the local election official or board of election commissioners, original nomination papers (must contain original sheets signed by voters and circulators) for nonpartisan candidates for park district boards, forest preserve district boards, and road district, fire protection district, library district and municipal library boards, and school and community college boards. (10 ILCS 5/10-6(2))

NOTE: The office in which petitions for nomination must be filed shall remain open for the receipt of such petitions until 5:00 P.M. on the last day of the filing period. (10 ILCS 5/1-4)

Monday, DECEMBER 19

Last day for filing a Statement of Economic Interests with the county clerk as required by the Illinois Governmental Ethics Act. The receipt must be filed on or before this date with the local election official or election authority who received the nomination papers. (5 ILCS 420/4A-105; 10 ILCS 5/7-12(8), 10-5)

Tuesday, DECEMBER 27

Last day for an individual who has filed nomination papers for two or more incompatible offices to withdraw from all but one of the offices with the local election official or election authority. (10 ILCS 5/7-12(9), 10-7)

Tuesday, DECEMBER 27

Last day for filing objections to nomination papers for nonpartisan candidates (whose nomination papers were filed during the period December 12-19, 2022) in the office of the election authority or the local election official with whom the nomination papers were originally filed. (10 ILCS 5/10-8)

NOTE: The objection period consists of five business days. If the office of the election authority or local election official is closed for days that would normally be business days other than Monday, December 26, 2022, they must extend the deadline for filing objections in their office.

Wednesday, DECEMBER 28

Last day the lottery shall be conducted by the local election official or election authority when two or more petitions are received simultaneously for the same office by more than one candidate as of the opening hour of the filing period (December 12, 2022) or during the last hour of the filing period (December 19, 2022). (10 ILCS 5/7-12(6), 10-6.2)

2023

Tuesday, JANUARY 3

Last day for filing petitions (must contain original sheets signed by voters and circulators) for referenda for the submission of questions of public policy (local). [EXCEPTION: Proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code. (10 ILCS 5/28-2, 28-6, 28-7)]

NOTE: Petitions to initiate back door referenda must be filed under the deadline specified in the specific statute authorizing the referenda, but in no case later than 92 days prior to the ensuing election.

Wednesday, JANUARY 4

First day for any registered voter presently within the confines of the United States to make application by mail or in person to the election authority for an official ballot. (10 ILCS 5/19-2, 19-4)

NOTE: Mailing and delivery of ballots does not begin until February 23, 2023.

Tuesday, JANUARY 10

Last day to file objections to petitions for referenda for the submission of questions of public policy (local). Objections to petitions for local referenda are filed with the same office in which the original petitions were filed. [EXCEPTION: Proposition to create a political subdivision, referenda held under the provisions of Article IX of the Liquor Control Act, and Section 18-120 of the Property Tax Code.] (10 ILCS 5/10-8, 28-4)

Tuesday, JANUARY 17

Last day for local governing boards to adopt a resolution or ordinance to allow a binding public question to appear on the ballot. (10 ILCS 5/28-2(c))

Tuesday, JANUARY 17

Last day for county, municipal, township, school and park boards to authorize placement of advisory referenda on the ballot by resolution. (10 ILCS 5/28-2(c); 55 ILCS 5/2-3002, 5-1005.5; 60 ILCS 1/30-205, 80-80; 65 ILCS 5/3.1-40-60; 70 ILCS 1205/8-30; 105 ILCS 5/9-1.5)

Thursday, JANUARY 26

Last day candidates may file Withdrawal of Candidacy in the office of the local election official or election authority. (10 ILCS 5/7-12(9), 10-7)

Thursday, JANUARY 26

Last day for local election official to certify candidates and the offices they are filing for to the election authority. (10 ILCS 5/10-15)

Thursday, JANUARY 26

Last day for the circuit court clerk and the local election official to certify any binding public question or advisory referenda to the election authority having jurisdiction over the political subdivision. (10 ILCS 5/28-5)

Friday, FEBRUARY 3

First day for the election authority to publish a notice of any question of public policy to be voted upon within the jurisdiction at the Consolidated Election. Such notice shall be published once in a local community newspaper having general circulation in the political or governmental subdivision. The notice shall also be given at least ten (10) days before the date of election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Tuesday, FEBRUARY 14

Last day for the election authority to post a schedule for early voting conducted at the office of the election authority and each temporary location. Such posting shall remain at each site until the last day of the early voting period (April 3, 2023). If the election authority has a website, it shall make the schedule available on its website. (10 ILCS 5/19A-25(b))

Friday, FEBRUARY 17

Last day for the election authority to have in their office a sufficient number of ballots printed and available for mailing to persons in the United States Service or their spouses and dependents of voting age, citizens temporarily residing outside the territorial limits of the United States, and nonresident civilians. (10 ILCS 5/7-16, 16-5.01)

Thursday, FEBRUARY 23

Last day for organizations of citizens which have among their purposes the investigation or prosecution of election fraud, ballot proposition proponents or opponents and state nonpartisan civic organizations to register their names and addresses and the names and addresses of their principal officers with the proper election authority if the organization(s) wish to qualify for poll watchers at the Consolidated Election. (10 ILCS 5/17-23, 18-6)

Thursday, FEBRUARY 23

First day for early voting at the office of the election authority and temporary locations designated by the election authority. Temporary polling locations for early voting can be established at the discretion of the election authority, and the dates and hours are also at the discretion of the election authority. (10 ILCS 5/19A-15, 19A-20)

NOTE: If a primary was held, this is delayed until March 10, 2023.

Tuesday, MARCH 7

First day for election authority to publish notice of the Consolidated Election. The notice must include the polling hours, and the offices for which candidates will be elected. Such notice must also include a list of precinct polling addresses unless published separately at least ten (10) days prior to the Consolidated Election. (10 ILCS 5/12-4)

Tuesday, MARCH 7

Last day for citizens of the United States temporarily residing outside the United States who are not registered but otherwise qualified to vote and who expect to be absent from their county of residence on Election Day to make simultaneous application to the election authority having jurisdiction over their precinct of residence for vote by mail registration and a vote by mail ballot. (10 ILCS 5/20-2.1, 20-3)

Wednesday, MARCH 8

First day of grace period registration and voting at the office of the election authority or at a location designated for this purpose by the election authority. If the election authority does not have ballots available, the election authority may mail the ballot to the voter when available. (10 ILCS 5/4-50, 5-50, 6-100)

Wednesday, MARCH 15

Last day for employee to give employer written notice that he or she will be absent from the place of employment on Election Day because he or she has been appointed as an election judge under the provisions of 10 ILCS 5/13-1 or 13-2. (10 ILCS 5/13-2.5, 14-4.5)

Monday, MARCH 27

Last day for the election authority to publish notice of the Consolidated Election. The notice must include the polling hours, and the offices for which candidates will be elected. Such notice must also include a list of precinct polling addresses unless published separately at least ten days prior to the Consolidated Election. (10 ILCS 5/12-4)

Monday, MARCH 27

Last day for the election authority to publish a notice of any question of public policy to be voted upon within its jurisdiction at the Consolidated Election. The notice shall also be given at least ten (10) days before the date of the election by posting a copy of the notice at the principal office of the election authority. The local election official shall also post a copy of the notice at the principal office of the political or governmental subdivision, or if there is no principal office at the building in which the governing body of the political or governmental subdivision held its first meeting of the calendar year in which the referendum is being held. (10 ILCS 5/12-5)

Monday, MARCH 27

Last day for any voter who is a member of the United States Service and his/her spouse and dependents of voting age who expect to be absent from their county of residence on Election Day to make application for an official ballot to the election authority having jurisdiction over their precinct of residence and the last day for the election authority to mail such ballot. Members of the Armed Forces may make application via facsimile machine or other method of electronic transmission. (10 ILCS 5/20-2, 20-2.3, 20-3)

Thursday, MARCH 30

Last day for election authority to receive, by mail, a vote by mail application from any registered voter presently within the confines of the United States. (10 ILCS 5/19-2)

Friday, MARCH 31

Last day for the election authority to have official ballots available for inspection by candidates or their agents. (10 ILCS 5/16-5)

Monday, APRIL 3

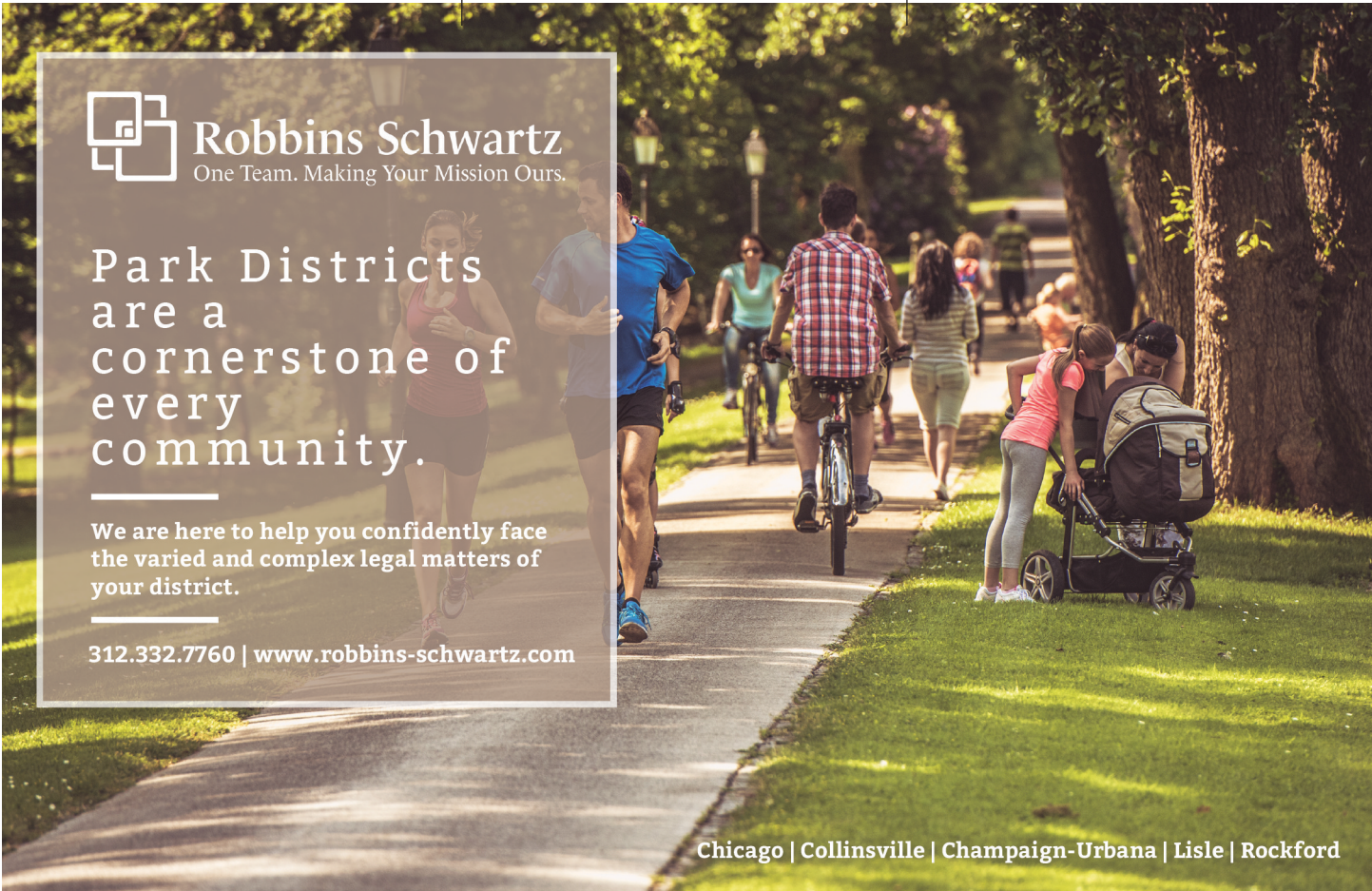
Last day for early voting at the office of the election authority and locations designated by the election authority. (10 ILCS 5/19A-15, 19A-20)

Monday, APRIL 3

Last day for any registered voter, presently within the confines of the United States, to request a vote by mail ballot in person at the office of the election authority. (10 ILCS 5/19-2)

Monday, APRIL 3

Last day for the election authority in counties having a population of not more than 500,000 to publish a list of all the nominations that are to be voted for at the Consolidated Election. (10 ILCS 5/16-10)



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Tuesday, APRIL 4

Last day of grace period registration and voting in the office of the election authority or at a location designated for this purpose by the election authority. The election authority should be contacted to determine the availability of grace period registration and voting in the polling place on Election Day. (10 ILCS 5/4-50, 5-50, 6-100)

**Tuesday, April 4, 2023
Consolidated Election**

Tuesday, APRIL 18

Last day for the county clerk or board of election commissioners to complete the validation and counting of provisional ballots. (10 ILCS 5/18A-15(a))

Tuesday, APRIL 18

Last day for the county clerk or board of election commissioners to complete the tabulation of vote by mail ballots that were (1) postmarked by Election Day, and were received after the close of the polls on Election Day but not later than 14 days after the election or (2) not postmarked, but did have a certification date prior to the Election Day on the certification envelope, and were received after the close of the polls on Election Day but not later than 14 days after the election or (3) not postmarked, but did have an intelligent mail barcode tracking system that verifies the envelope was mailed no later than Election Day and received no later than 14 days after the election. (10 ILCS 5/19-8)

Tuesday, APRIL 25

Last day for the county clerk or board of election commissioners to canvass the election results. (10 ILCS 5/22-17)

Tuesday, APRIL 25

The last day the election authority shall transmit to the State Board of Elections the following: (1) the number, by precinct, of vote by mail ballots requested, provided and counted, (2) the number of rejected vote by mail ballots, (3) the number of voters seeking review of rejected vote by mail ballots, and (4) the number of vote by mail ballots counted following review. (10 ILCS 5/19-20, 20-20)

BEFORE PROCLAMATION BY THE ELECTION AUTHORITY

Prior to the canvass, in those jurisdictions where in-precinct counting equipment is utilized, the election authority shall re-tabulate the total number of votes cast in 5% of the precincts within the election jurisdiction, as well as 5% of the voting devices used in early voting as selected on a random basis by the State Board of Elections. (10 ILCS 5/24A-15, 24B-15, 24C-15)

AFTER PROCLAMATION CERTIFICATE OF ELECTION

The election authority shall issue a certificate of election to each person declared elected. For political subdivisions which are multi-county, the election authority of the county where the principal office of the political subdivision is located shall make the certificate of election. (10 ILCS 5/22-18)

WRITE-IN CANDIDATES

Each successful write-in candidate elected shall file the following documents with the proper election authority or the State Board of Elections prior to taking office: (1) a Loyalty Oath (optional), (2) a Statement of Candidacy, and (3) a receipt for filing a Statement of Economic Interest. (10 ILCS 5/22-7)

DISCOVERY RECOUNT

Within five days after the last day for the proclamation of the results, petitions for discovery recount may be filed by any candidate who came within 5% of the winning candidate. Such petition is filed with the appropriate election authority. (10 ILCS 5/22-9.1)

ELECTION CONTEST

In general, the circuit court shall hear election contests. Individuals should refer to the particular statute which applies to their unit of government. (10 ILCS 5/23-4, 23-5)



EYE ON THE PROFESSION

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



By Barbara Arango, CAE
IPRA Executive Director

Meet the Team!

Happy Fall! It's hard to believe we're already nearing the end of 2022. IPRA has been busy planning and hosting events this year to bring our members back together and learn from each other. We're now looking ahead to 2023 and planning some new events to add to our already full calendar. It truly is an exciting time to be part of this organization.

This issue's theme is leadership and I think it's important to remember that you don't need to be the boss to be a leader. Being a good leader is as easy as setting a good example for your team - being a positive presence and an encouraging voice for others. Leaders bring out the best in the people around them no matter what their role. And one quality that exemplifies a good leader is the commitment to lifelong learning and self-improvement. IPRA can help with both. Be sure to check out some of the upcoming opportunities you have to make progress in your professional development journey through the various IPRA offerings. We hope you will take advantage of your membership and join us!

As many of you are aware, there are some new faces at IPRA headquarters. I'd like to take some time to introduce each of them to you.



Vince Davis, Membership Manager

What is your favorite Illinois park/facility?

Olympic Field/Basketball Court in Schaumburg

Name a Park and Rec memory from childhood.

I have way too many to list: Playing SAA soccer, playing basketball with my dad at Meineke and Sport Center. Getting kicked off the hockey rinks at Dirksen for playing street soccer and the basketball courts at Olympic Park for playing way too late into the night.

What is your hidden talent?

Gardening and Cooking

Where would you go on a dream vacation?

Bali

What is something you're looking forward to at IPRA?

Conference and coming up with new ideas for our members



Nicole Dotson, Administrative Support Specialist

What is your favorite Illinois park/facility?

Moore Park in Chicago

Name a Park and Rec memory from childhood.

I was a camp counselor at The Golden Dome in Garfield Park.

What is your hidden talent?

Making candles

Where would you go on a dream vacation?

Maldives

What is something you're looking forward to at IPRA?

Soaring to New Heights Conference



Cindy Galvan, Conference and Meetings Manager

What is your favorite Illinois park/facility?

Harrison Park, Pilsen, Chicago

Name a Park and Rec memory from childhood.

Being in the programs like gymnastics and dance. I vividly remember, as one of my earliest memories, the end of the year program when all the parents would come to see us perform.

What is your hidden talent?

Crocheting – since I was 9 years old

Where would you go on a dream vacation?

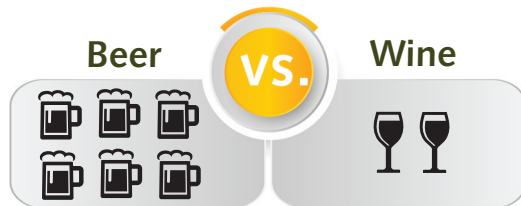
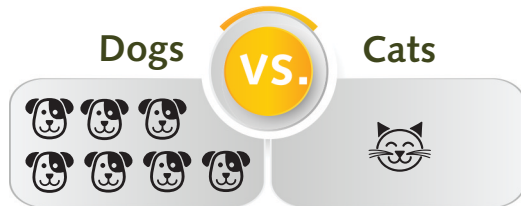
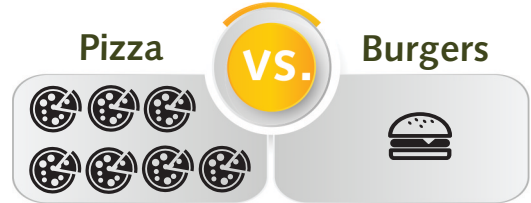
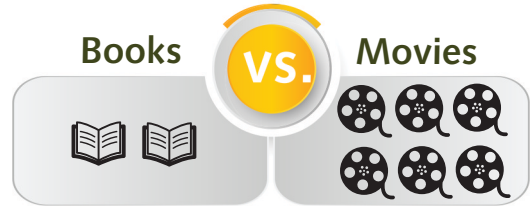
Italy and/or Spain

What is something you're looking forward to at IPRA?

Soaring to New Heights Conference – I'm so excited to see it, up close and personal!

You may see them at various events this fall and will definitely see them at the 2023 Soaring to New Heights Conference in January. Make sure to stop by and say hello!

As a parting note, I wanted to share something fun. While getting to know our new team members, we decided to do a survey of the entire team. Here are the official results:



Tag us on social media (@ILPARKS) and let us know your favorites! And maybe you can do your own poll and share those results, too!



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By Duane Smith, CPRP
IPRA Education Director

Curiosity Finds Opportunity

If you're anything like me and love to catch a good Netflix series, it's likely you've caught some episodes of the popular Ted Lasso television series that was released in the fall of 2020. The main character, Ted Lasso, is an American college football coach who is hired to coach an English soccer team for no reason other than to fail miserably. Ted's never coached soccer nor been to England, so immediately one begins to think this is an impossible situation. However, as one learns throughout the series, Ted has some unique leadership skills that allow him to find success in these unusual circumstances.

As a park and recreation professional in Illinois, you are part of a prestigious group of leaders tasked with providing public services that build healthy and strong communities. Like Ted coaching soccer in England, this has been nothing short of a daunting and seemingly impossible task the last two years, but your unique leadership skills have guided you and your agency to unprecedented success. Let's face it, you never had it all figured out because no one did, but specific leadership traits such as your sense of curiosity and ability to lead by example have resulted in transformative growth that has positively impacted your agency and your career.

Here at the Illinois Park & Recreation Association, our goal is to provide educational programs that not only inspire curiosity, but also present opportunities to develop and practice real-time leadership skills. IPRA's two flagship programs, Professional Development School and ProConnect, are led by professionals dedicated to providing you with an amazing learning experience. As Ted showed us when he arrived in an unknown place to do an unfamiliar thing, leaders don't simply sit back and wait for things to happen, and you needn't do the same. If you are motivated to continue developing your leadership skills for the next challenge on the horizon, there's no better place to start than here.

Professional Development School is IPRA's longest-running educational and networking opportunity that annually occurs in the Fall, and the traditions of attending PDS go back to the 1980's. The program is designed to provide practitioners with high-quality leadership education in a small, student-focused atmosphere. Says Brett Fahnstrom, Executive Director at the River Forest Park District, "The educational content of PDS is steeped in expanding professional skills and relevant to the changing field over the years. PDS was a large part of my professional success, and not only do I feel I was better prepared, but I have been involved with amazing conversations both in and out of PDS with countless professionals who had extensive real word experiences."

The ProConnect Mentorship Program is an award-winning program that annually occurs in the Spring, and it's designed to create an innovative partnership between three people of different job titles and work experiences. This give-and-receive relationship supports others in their career growth, builds a sustainable network, and helps strategize how to get the most out of your current role. Says Ron Oestreich, Executive Director at the Bolingbrook Park District, "The leadership development as a result of the mentoring in ProConnect has been evident with our Bolingbrook Park District team members who have participated in the program." Marianne Birko, Executive Director at the WSSRA, states, "ProConnect helps participants focus on their responsibilities as a professional to be a mentee and refine listening skills to be a mentor/teacher to both peers and young professionals."

Regardless of your position or work experience, you have unique leadership skills. I challenge you to be curious and look for ways to continue developing those skills so you can be successful, especially when that next impossible situation presents itself. Come join us at PDS and ProConnect, meet some new colleagues, and most importantly, check out a few episodes of Ted Lasso along the way....barbecue sauce.

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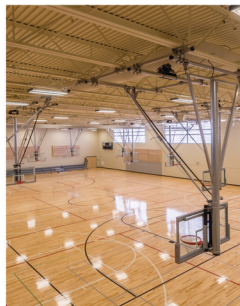


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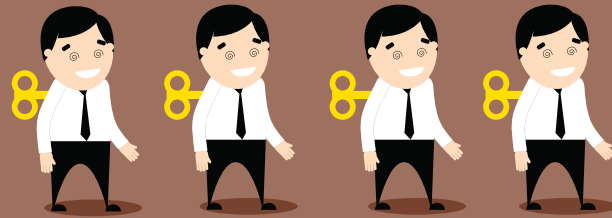


Eroding Poor Leadership Strategies

By Dr. Edward Piatt, Ed.D., MBA, Executive Director, Bourbonnais Township Park District

Leadership is often ensconced with hidden agendas, power moves, and an unrelentless thirst for control. Leaders who have fragile egos regularly deride and ridicule their teams to establish their dominance and influence over others. Douglas Adams remarked, "There are two kinds of people, those who do the work and those who take the credit."

Great leaders ignite our passions with the organization's purpose. Conversely, non-diamond level leaders frequently leave a trail of toxicity, chaos, and confusion.



Try to be in the first group; there is less competition." "Former President Dwight D. Eisenhower once quipped, "You don't lead by hitting people over the head – that's assault, not leadership." Taken from a different perspective and illustrated in the movie, "It's a bug's life," offered the following witticism, "The first rule of leadership: everything is your fault." Finally, the great scientist, Isaac Asimov, offered the following, "People who think they know everything are a great annoyance to those of us who do."

But peeling back the onion of leadership, a compelling quote offered by Chris Hadfield exemplifies the process of teamwork, "Ultimately, leadership is not about glorious crowning acts. It's about keeping your team focused on a goal and motivated to do their best to achieve it, especially when the stakes are high and the consequences matter. It is about laying the groundwork for others' success, and then standing back and letting them shine." Amplifying this phenomenon, Peter Drucker advocated that, "Leadership is lifting a person's vision to high sights, the raising of a person's performance to a higher standard, the building of a personality beyond its normal limitations."

As I have written extensively, leadership is more of an "art" than a "science." Great leaders ignite our passions with the organization's purpose. Conversely, non-diamond level leaders frequently leave a trail of toxicity, chaos, and confusion. The quotes above illustrate that all leaders have much more work to do and learn. Additionally, and as comic relief, Radom Vitez's website compels us to laugh at ourselves and not take leadership so seriously by offering this retort, "How come people who think they know everything never seem to know when to shut up?"

Eroding the veneer of poor leadership strategies, Sammi Caramella wrote a compelling article titled "Ten Common Leadership Mistakes You're Probably Making." I will highlight the ten salient points of Caramella's themes and then make my comments in parentheses on how to add to your leadership domain.

First, we need to understand that being a diamond-level leader comes with a host of responsibilities, including managing and leading people who often are resistant to change and usually throw a barrage of roadblocks to the change initiative. Secondly, these leaders are often held to higher expectations. Managing a diverse group of internal and external stakeholders is often complicated and exhausting for the person leading the charge. Additionally, leaders are tasked with a multitude of extra responsibilities, including handling workplace issues and setting a good example.

However, Caramella offers tips on navigating these turbulent leadership issues as described below.

I. Lacking Humility: (Non-diamond level leaders exaggerate their importance within the organization, and their ego usually arrives before they do. Subsequently, diamond-level leaders understand the importance of owning up to their failures and use them as crucible learning moments for others in their team. Finally, leaders intuitively understand that letting others fail is essential for team members to learn and grow through their mistakes.)

II. Avoiding Conflict: (Poor leaders are avoidance compliant and often sweep the problem under the rug as it is easier not to deal with the following issues. Steller leaders, however, deal with conflict head-on, fairly, equitably, and deal with the emergent problem to prevent it from festering and creating more conflict in the organization.)

III. Being too Friendly: (Non-assertive and ineffectual leaders think they can lead others through a culture of friendship and often become too friendly with their direct reports resulting in a chaotic nature of reporting. The central issue in leadership is maintaining high levels of Emotional Intelligence (EI) to monitor the line between being overly friendly and implementing a positive culture of respect for the team and leading others to do their jobs appropriately.)

IV. Not Offering Employee Feedback: (Open and honest communication with your direct reports negate the effect of not offering substantial and credible feedback for your team member's performance standards. Great leaders

ignite the passions of their team members by providing constructive feedback and attainable performance goals and standards.)

V. Taking on Unnecessary Work: (Extraordinary leaders understand that delegating work to your team members is essential. Ineffectual leaders who base their performance on the mantra of "I am the only one that can do this correctly" often create a culture of hostility as the team members are relegated to substandard roles. Diamond-level leaders delegate work and do not micromanage their teams.)

VI. Not Having Faith in your Abilities: (Exceptional leaders deeply acknowledge their Faith in their team members and their ability to move the organization forward with their talents and abilities. Distinguished leaders extol the virtues of confidence in their skills and those with whom they lead.)

VII. Being Reactive instead of Proactive to Automation: (Eminent leaders are proactive in riding the waves of technology and automation. Being ahead of the curve gives you a competitive advantage over your



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competition. In addition, offering emerging technologies for your team, while at times may be expensive, reaps substantial dividends for your organization in the future.)

VIII. Failing to Define Innovation: (Talented leaders extol the benefits of being innovators in their respective fields. Leaders who instill a culture of innovation offer clear strategies and methodologies for advancing their products and services to their customers.)

IX. Lacking a Clear Vision: (As the adage goes, "If you don't know where you are going, any road will take you there." Therefore, it is incumbent for the remarkable leader to offer a compelling vision of where the organization is going and then offer your team the ability to jump on board and attain the vision.)

X. Saying One Thing and Doing Another: (Skillful leaders practice the art of being a role model and leading by example. Consistency is the key, and as they say, "Character is what you do when no one is looking, and integrity is consistent character. So let your actions scream over your words and be a person of character and integrity to lead your team to new heights of excellence.)

In the final analysis, as articulated by Lao Tsu, "A leader is best when people barely know [he/she] exists, when [his/her] work is done, when [his/her] aim fulfilled, they will say: we did it ourselves." From another viewpoint, Henry Ford once stated, "Leadership consists of nothing but taking responsibility for everything that goes wrong and giving your subordinates credit for everything that goes right." We would be wise to heed these words of Tsu, Ford, and the points illustrated above by Caramella and, thus, move your team members and your leadership to new heights of excellence.

Dr. Edward Piatt, Ed.D., MBA, is the Executive Director of the Bourbonnais Township Park District and a retired manager from the state of Illinois with 32 years of frontline leadership experience. He is an adjunct professor of business in the MBA and MOL programs at Olivet Nazarene University and a former doctoral advisor and adjunct doctoral professor at Trevecca Nazarene University. He is also an organizational/economic development consultant and lectures frequently on Emotional Intelligence (EI), organizational culture, and leadership. He can be reached art.edwardp@btpd.org

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Make Onboarding Work For You

By Mike Clark, Executive Director, Palatine Park District

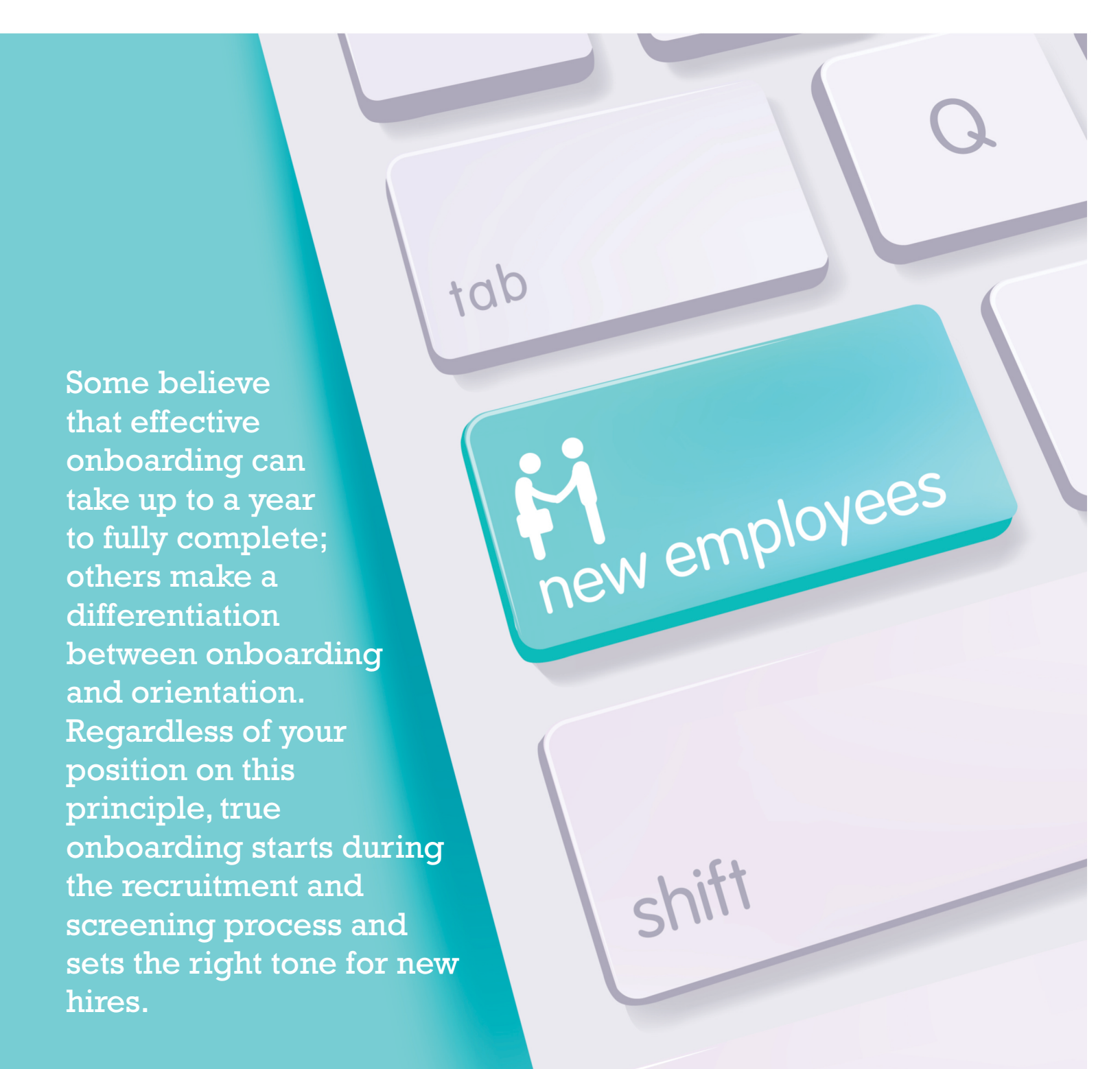


A tight employment market. Competition with the private sector for pay and incentives. Lingering issues from the pandemic. All of these challenges make it critical that public park and recreation organizations, from the outset, set the tone about being an attractive place to work.

Effective onboarding is an underutilized tool within our industry and the process must include engagement of the executive level hierarchy. Now more than ever, agencies must be nimble, responsive, and comprehensive beyond the traditional orientation checklist that is handled through

human resources and meetings with the hiring manager. Executive directors must engage with new hires before, during and after the hiring process.

Recognize and set the tone early on. Whatever process or approach is taken, it is imperative to differentiate yourself from other interested employers. Strike a balance between being responsive and setting a positive tone instead of rushing through the onboarding process. If unbalanced, many agencies may find themselves with a vacancy shortly after the initial hiring.



Some believe that effective onboarding can take up to a year to fully complete; others make a differentiation between onboarding and orientation. Regardless of your position on this principle, true onboarding starts during the recruitment and screening process and sets the right tone for new hires.

When does onboarding begin? Some believe that effective onboarding can take up to a year to fully complete; others make a differentiation between onboarding and orientation. Regardless of your position on this principle, true onboarding starts during the recruitment and screening process and sets the right tone for new hires. Job postings need to move beyond traditional information like title, salary range, essential functions, and closing date. Effective postings are essential to branding your image as an attractive and fun employer. Vacancy announcements

should be well designed, attractive, colorful, and engaging. They should include, but not be limited to mission, values, history, and benefits. Add pictures to differentiate your organization from others. Other components such as the screening interview schedule, interview questions, in-basket exercises and the composition of the hiring team all play a large role and influence the image of being an attractive employer.

WHY IS ONBOARDING IMPORTANT?



ACCLIMATION

onboarding helps new employees acclimate to their specific role, new colleagues and company culture.



RETAINMENT

Because the hiring process uses a great deal of time, money and resources, it's important to make new employees feel comfortable and valued.



ENGAGEMENT

Part of the onboarding process includes an engaging atmosphere with consistent dialogue and actionable goals.

Onboarding helps new employees acclimate to their specific role. This point was affirmed by a newly hired employee that recently gave feedback regarding the onboarding experience.

"I thoroughly enjoyed the onboarding process at Palatine Park District. On my first day, I was welcomed with Palatine Park District swag, introduced to everyone and given a facility tour. This helped me become acclimated and understand who to talk when I have questions. I also had a meeting with the IT Manager to receive my technology, passwords, and a tutorial on how to use everything." *Matt Sheehan, Volunteer and Recruitment Coordinator.*

FIND YOUR DIFFERENTIATION

Agency differentiation starts with an executive level one-on-one in-person meeting with the executive director. Identify a unique and relatable story that new hires will remark and remember well after their orientation process is over. Whether this is related to history, event, program, facility, or operations of the agency, it is important in setting the tone that you find your differentiation.

Show the value of a positive, inclusive, and accessible organizational culture that goes all the way to the executive director. Emphasize what the person is bringing to the agency and the team. The intent is to show that we are committed to their long-term success and development.

"During my career, I have met with a wide variety of leaders (in various industries) when starting a new position. None of them really stand out in my mind.

However, Mike's "Sweet 16" presentation is something that I will not forget. Meeting with the executive director early in the onboarding process, established a collaborative work culture and immediately made me feel valuable to the organization. Throughout our session, I enjoyed Mike's knowledge, perspective, and humor. It was an engaging conversation as opposed to a routine onboarding checklist. Afterwards, I had a clear picture of what was expected of me. He allowed me to reflect on my experience and set new standards for myself and my new department." *Cheryl Lufitz, Communications and Marketing Manager.*

Get to know the person better during the one-on-one, try to go beyond typical questions and focus on the key items that attracted them to the position and more importantly the organization. Always try and find a common interest and make sure to note and recall the discussion. Afterwards, make sure to ask a question when seeing the employee in the office or around the district. This continues to set the tone that they are appreciated and valued and is the key to long-term success.

THE SWEET 16

Let me share my "Sweet 16" list that is the foundation of my one-on-one onboarding meetings. These are items that are important to me in leading the organization and include expectations, leadership style, organizational culture, and helpful thoughts of what the new hire should know and reflect on to gain insight and confidence into what success looks like at our district. I encourage you to find your core list of items and create a memorable name whether it be Top 10, Elite 8, or Fabulous 5. Set a tone, engage a good impression, and make it memorable!

THE SWEET 16 LIST:

1. **Welcome** – family and inclusive environment story and culture - Connect and relate.
2. **Mission** – not so much the statement itself, but how it aligns and relates to their job and role.
3. **Values** – core ways that we as a staff agree on how we will operate together as a team.
4. **Emulate What We Do** – It's about service, fun, making memories and creating experiences.
5. **Policy Driven Organization Used to Empower Staff not Limit Them** – Use of common sense deduction and judgement.
6. **Simple Approach** – Good day of work for a good day of pay. Do what you can to help move the needle forward for the district every day and stay committed.
7. **Communicate with Transparency and for the Greater Good of District Before Yourself.**
8. **Honesty and Respect for Others** – Avoid gossip and drama. Golden rule prevails.
9. **Culture Based on Clear Expectations** – Know them of your supervisor, know them of your coworkers and teammates and make sure your direct reports know them.
10. **What Does Remarkable Customer Service Look Like to You?** – Buy in, ever changing, commitment to continual improvement and being responsive.
11. **Truly Innovative and Risk Culture – Calculated but Possible** – NOT this is how it has always been done. Message that the minute we accept complacency is the minute our organization begins to die.
12. **Always Seek Efficiencies** – in yourself, work group, teams, process, or operations.
13. **Cooperate and Collaborate** – no silos or protection of turf, cross communication and coordination amongst departments, divisions and operations is critical to our collective success.
14. **Timely** – sign of respect whether attendance, meetings, or deadlines. If ten minutes late to a meeting with 7 other people you're not 10 minutes late you're 80 minutes late!
15. **Ask the Why and Tell the Why?** – Hand in hand with clear expectations and can motivate and show staff that their work is contributing to larger and important goals.
16. **Accessibility** – to the executive office and you to your direct reports.



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READERSHIP BY THE NUMBERS:

\$337M Amount agencies spend annually on capital construction with in-state businesses

Our park and recreation agencies have total budgets of **\$2.4B**

Number of people our members employ
68,000+

The official publications of Illinois Association of Park Districts and Illinois Park and Recreation Association



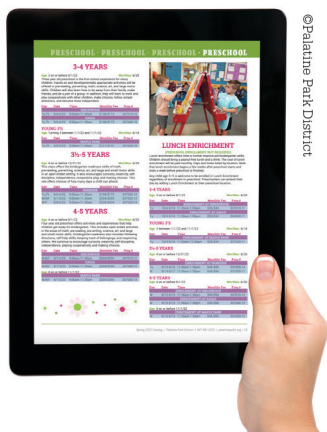
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- THOMAS ROMANO, TOWN OF LEXINGTON RECREATION AND COMMUNITY PROGRAM COORDINATOR

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During the one-on-one, always ask if staff have any questions and provide an opportunity for feedback.

Recently, I received this feedback regarding the “Sweet 16”:

“It allowed me to understand what his vision was for the district, as well as an overview of how things run and operate. This meeting and conversation gave me the perspective to know that the executive director is a person, just like me, and to not be afraid to have a conversation with him or ask questions. Sometimes I feel that people in those positions don't want to interact with program managers and it can put a barrier in between staff, but this meeting helped to break the ice from the very beginning. What I liked about this meeting was that the executive director also asked questions about me and wanted to get to know me as a person. I thought this was very impactful on me and left me with a great impression of the district. I would highly recommend other executive directors to implement a meeting like this with their new full-time employees.” - Mark Dolphin, Athletics Manager.

Remember to communicate everyone is accessible to talk more and share – this meeting is not the end.

CALL TO ACTION

Don't be tone deaf to this critical opportunity. Find your differentiation points, make your Sweet 16 list, and set the tone right from the start with the newly hired staff within your agency. Be passionate and committed to those items on your list and practice them every day in your own performance. This will only reiterate to your now retained employees that you continue to value and invest in them for long-term success with your organization.

About the Author: Mike is currently the executive director for the Palatine Park District and has been an executive in the Illinois park district system for the past 22 years of his 34 year career. Mike is a past president of IPRA, IPRA Fellow Award recipient, IAPD Professional of the Year recipient, inductee to the American Academy for Park and Recreation Administration, and recently recognized with the IPRA Robert M Artz Lifetime Achievement Award.

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PRELIMINARY PROGRAM



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January 26-28, 2023

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WELCOME AND GREETINGS!

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Every discipline has that one 'big event' that they look forward to each year - the event that is eagerly anticipated for showcasing best practices, celebrating accomplishments, connecting with colleagues, and learning innovative tips and techniques.

Illinois parks, recreation, and conservation has the IAPD/IPRA *Soaring to New Heights Conference*.

Our conference holds the unique distinction of being the largest state park and recreation conference in the nation, and there is a reason for that. We are blessed with the expertise and enthusiasm of two outstanding state associations who partner to assemble an amazing, power-packed event.

Our Joint Conference Committee and our dedicated volunteers and staff have been working for more than a year to create another top-notch program with an impressive content-rich educational curriculum, a diverse array of opportunities to connect with colleagues, and an engaging Exhibit Hall showcasing the latest products and services from more than 300 vendors.

We are excited to present this *2023 Preliminary Program*, complete with details about Thursday night's social featuring Modern Day Romeos; Friday afternoon's Awards Luncheon, recognizing the stars of our field; Saturday morning's Keynote Address with Shannon McKain; and Saturday evening's celebratory Closing Social with Second Hand Soul Band at the legendary House of Blues.

Don't forget to download our conference mobile app by visiting the Apple Store or Google Play. Once you have registered for the conference, this convenient app will enable you to personalize your schedule, explore the exhibit hall, earn and track CEUs, complete session surveys, and much more!

A heartfelt **THANK YOU** goes out to the many exceptional conference volunteers, as your countless hours of work and steadfast dedication are instrumental to this event's continued success. To our exhibitors and speakers, thank you for your unwavering support. Lastly, to our attendees, we applaud your commitment to the pursuit of knowledge that will secure a promising future in which our park districts, forest preserves, conservation, recreation, and special recreation agencies will thrive.

The park, recreation, and conservation family has a contagious energy and enthusiasm that is evident when we come together each year for our 'big event,' and unlike many other specialties, we are all on the same team, working toward the common goal of preserving natural resources and improving the quality of life for all people in Illinois.

We look forward to seeing you **January 26-28** at the Hyatt Regency Chicago.

TED SCHULZ

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TIM REINBOLD

Executive Director
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SCHEDULE - AT - A - GLANCE

THURSDAY, JANUARY 26

7:30 am – 5:00 pm	Conference Registration Open
9:00 am – 10:00 am	Conference Sessions (0.1 CEUs)
10:30 am – 11:30 am	Conference Sessions (0.1 CEUs)
12:00 pm – 5:00 pm	Grand Opening of the Exhibit Hall
12:30 pm – 2:30 pm	Conference Workshops (0.2 CEUs)*
3:00 pm – 5:00 pm	Conference Workshops (0.2 CEUs)*
3:00 pm – 5:00 pm	Career Development Symposium (0.2 CEUs)*
5:15 pm – 7:15 pm	IPRA Section Meetings
6:00 pm – 7:00 pm	Professional Connection*
9:00 pm – 11:30 pm	Welcome Social

***Pre-registration Required**

FRIDAY, JANUARY 27

7:00 am – 5:00 pm	Conference Registration Open
8:30 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
10:00 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 – 2:00 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 *
3:45 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 **

*** Ticketed Event**

**** By Invitation Only**

SATURDAY, JANUARY 28

7:45 am – 12:00 pm	Conference Registration Open
9:00 am – 10:00 am	Keynote General Session with Shannon McKain (0.1 CEUs)
10:30 am – 11:30 am	Conference Sessions (0.1 CEUs)
12:30 pm – 1:30 pm	Conference Sessions (0.1 CEUs)
2:00 pm – 3:00 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 4:30 pm	Conference Sessions (0.1 CEUs)
3:30 pm – 5:00 pm	IAPD Annual Business Meeting
7:00 pm – 10:00 pm	Closing Social*

*** Ticketed Event**

**** By Invitation Only**

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*** Ticketed Event**

**** By Invitation Only**

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GENERAL INFORMATION

ACCESSIBILITY

Meeting Rooms, Parking, Restaurants, Restrooms, Sleeping rooms: All are accessible at the Hyatt Regency Chicago and the Swissôtel Chicago. 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 Cindy Galvan at IPRA at Cindy@ilipra.org **no later than January 16, 2023**. 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.

ALL-CONFERENCE AWARDS LUNCHEON

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

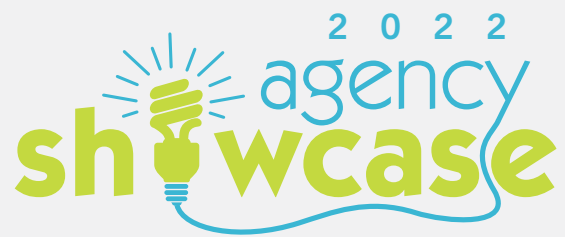
(Includes Legislator Tables!)

DEADLINE: Monday, January 16, 2023

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 C31 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 16, 2023**, preferred agency table reservation seating requests **WILL NOT** be accepted, and **there will be no on-site requests taken.**

All luncheon tables will be set for 10 instead of 12 to provide a more comfortable and spacious experience. **Remember to register early, as the number of total tables is limited and 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. **Open seating tables will be set 10 seats per table.**



Since 2009, Agency Showcase has shone a spotlight on the brightest ideas exhibited by parks, recreation, and conservation agencies.

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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

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- Program Brochure Virtual
- Integrated Photography
- Large Format Marketing
- Logo Design
- Marketing Campaign
- Paid Advertisement
- Print Communication - Informational
- Print Communication - Promotional
- Social Media Campaign
- Videography Long Form
- Videography Short Form
- Website

For more information on the Agency Showcase competition, please visit ILparksconference.com.

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ANNUAL MEETINGS FOR IPRA AND IAPD

The Illinois Park & Recreation Association's (IPRA) Annual Meeting will be held on Friday, January 27 at 5:00 pm. The Illinois Association of Park Districts' (IAPD) Annual Meeting will be held on Saturday, January 28 at 3:30 pm.

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

COMMISSIONERS' RECEPTION

*** By invitation only.**

Attention all IAPD members!

Please join us on Friday, January 27 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.

CEUs and CLEs Are Ticketless!

To simplify the process, CEUs and CLEs will be contactless and fully digital through the conference mobile app (no paper tickets). Workshop/session moderators will provide attendees with a code at the end of the workshop/session that participants enter into the mobile app to earn their credit(s).

Since no paper tickets will be issued, you will not need to sign up for CEUs during the registration process. You will need to ensure that you provide a valid email at the time of registration so that you will be able to access the mobile app. Attendees will be able to login to the app at any time during the conference to manage, earn, and track their CEUs.

CONTINUING EDUCATION UNITS (CEUs)

- Concurrent sessions and the Keynote General Session scheduled for 60 minutes award 0.1 CEUs.
- Conference workshops and the Career Development Symposium scheduled for two hours award 0.2 CEUs.
- No additional CEU fees for Thursday, Friday, and Saturday sessions apply; **CEUs for conference workshops will be charged at \$6 per workshop.**
- 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)

- Attorneys do need to register for CLE and CLE attendance receipts within 2 weeks of conclusion of the conference.
- 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 60 minutes award 1.0 CLE.
- If you would like to apply for CLE credits, you must register, provide your ARDC number and pay for them with your conference registration. See page C31.
- Four different CLE packages are offered:
 - (3) CLE credits is \$45 plus registration
 - (4) CLE credits is \$60 plus registration
 - (7) CLE credits is \$105 plus registration
 - (8) CLE credits is \$120 plus registration
- Attorneys will receive their CLE attendance receipt(s) within 2 weeks of the conclusion of the conference.



GENERAL INFORMATION

COVID-19 HEALTH AND SAFETY

Because we recognize that the situation and applicable guidance will continue to evolve, attendees should check the Health and Safety Hub on the conference website (ILparksconference.com), as well as email announcements and social media channels for the latest information about on-site health and safety protocols for attendees, exhibitors, speakers, and staff as the 2023 Soaring to New Heights Conference approaches.

EXHIBIT HALL

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 26:

12:00 pm – 5:00 pm, Grand Opening

Friday, January 27:

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*)

HOUSING INFORMATION

Hyatt Regency Chicago (Host)

151 E. Wacker Drive

Chicago, Illinois 60601

Reservations (877) 803-7534

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

Rates \$130 Single/Double; \$140 Triple; \$150 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 (888) 737-9477

Group Code Refer to the group code **IAPD0123** when making a reservation by phone.

Rates \$130 Single/Double; \$160 Triple; \$190 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 5, 2023**. 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 19, 2022. After this date there will be no refunds for cancelled rooms. The Joint Conference Committee implemented this policy in 1999 due to the high rate of rooms cancelled at the last minute.

Suites: IAPD member agencies or IPRA members interested in reserving a suite must first contact Cindy Galvan at IPRA (cindy@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 are committed to providing a safe, productive, and welcoming environment for all conference participants and staff. All participants are expected to abide by this Meeting Safety and Responsibility Policy. Please visit ilparksconference.com for full details.

PARKING

Overnight Attendees: Attendees staying overnight at the Hyatt Regency Chicago will receive a 50% discount off the existing published parking rate 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 (not applicable to self-park).

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.

Reserve 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.



To reserve your parking spot, visit the IAPD/IPRA Soaring to New Heights Conference SpotHero Parking Page and book a spot with rates up to 50% off drive-up.

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.

POLICY ON MEMBERS AND NONMEMBERS

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

- Members of the Illinois Park & Recreation Association in current standing through 12/31/23. **IPRA memberships not renewed for 2023 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 front desk/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 Bird Registration Deadline Monday, December 12, 2022
Registration Deadline Monday, January 16, 2023

Registration Methods:

- Online at ilparksconference.com; online registration **must be** accompanied by credit card for payment.
- Complete the Advance Registration Form and mail it with credit card or check to 2023 IAPD/IPRA CONFERENCE, 1460 Renaissance Drive, Suite 209, 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 16, 2023.
- **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 and event tickets 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 conference workshops, sessions, or the Exhibit Hall without the proper name badge.

On-site Registration Hours:

- Thursday, January 26 7:30 am – 5:00 pm
- Friday, January 27 7:00 am – 5:00 pm
- Saturday, January 28 7:45 am – 12:00 pm

Registration Questions?

Contact CTE, our conference registration company, at either ilparks2023@cteusa.com or (847) 957-4255.

GENERAL INFORMATION



SATISFACTION GUARANTEED

The Illinois Association of Park Districts (IAPD) and the Illinois Park & Recreation Association (IPRA) have instituted a Satisfaction Guaranteed Policy for the Thursday 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 conference workshop **must do so no later than the end of the workshop in question.** 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.

SILENT AUCTION

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. IPRF will be holding a Silent Auction at the IAPD/IPRA Soaring to New Heights Conference to provide support and funding for educational programming, research that will benefit the Illinois Park & 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 Liz Thomas at lizc@nwsra.org.

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GENERAL INFORMATION

SPECIAL DIETS/ACCOMMODATIONS

Attendees with allergies should indicate their needs on the conference registration form. If you have questions or need additional assistance, please contact Cindy Galvan at Cindy@ilpra.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, all 60-minute educational breakout sessions, 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 C31 for registration.

STUDENT EVENTS

Professional Connection
THURSDAY, JANUARY 26
6:00 pm – 7:00 pm

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. It also provides a great opportunity to learn about current and upcoming internships. Everyone who attends will enjoy complimentary pizza and soda. To register, see page C31 of the registration form.



Mock Interviews/Resume Review
FRIDAY, JANUARY 27
10:00 am – 11:00 am

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

Matched student-professional pairs will be communicated with prior to the conference. Dedicated meeting space will be available on Friday, January 27 from 10:00 am – 11:00 am for the Mock Interviews/Resume Reviews to take place. However, since the goal is to help students connect and gain career advice from professionals, matched student-professional pairs are welcome to meet at a time and location that is most convenient for them.

In order to participate and be matched in the program, advance registration is required. See page C31 of the registration form.

VOLUNTEERS... CALLING ALL COMMISSIONERS, PROFESSIONALS AND STUDENTS!

We are recruiting volunteers for Conference Registration. If you are interested and have an hour or two to spare during conference, please send an email to Alan Howard (ahoward@ilparks.org) with the day(s)/time(s) you are available.



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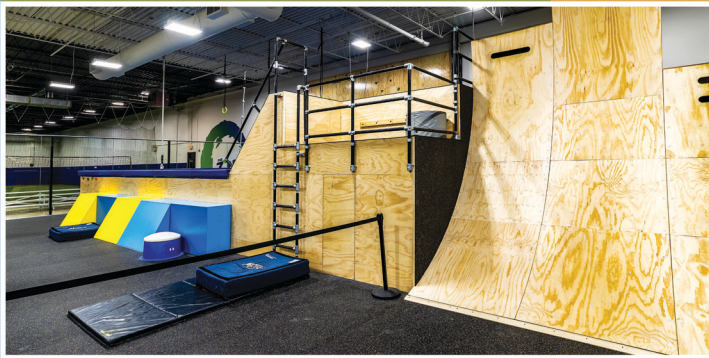
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CONFERENCE WORKSHOPS

12:30 pm – 2:30 pm

All conference workshops award 0.2 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page C30.

17 Leading Below the Surface - Leadership for the Future

Speaker(s): LaTonya Wilkins, CEO, Change Coaches, LLC

Leading Below the Surface means disrupting the way we think about traditional leadership standards and the diversity, equity, and inclusion initiatives that have failed to make lasting change. In order to make real connections that inspire cultural shifts, leaders must take a radical stance against the "surface-ness" that is our current ethos and recognize how certain highly rewarded behaviors prohibit agencies from creating truly diverse, equitable, and inclusive environments. Leading Below the Surface will change your thinking about traditional leadership methods and instantly activate opportunities for the individual looking to advance their career while remaining authentic to who they are. If you are a purpose-driving and forward-thinking leader, this session is for you.

Learning Outcomes

Participants will be able to

- Build better connections and more closely understand how to more effectively respond to the needs of people who are different from oneself.
• Understand how to move away from the dominant leadership standard and towards leading with empathy, psychological safety, and equity at front and center.



101 Master the Power of Change

Speaker(s): Ian Hill, CEO, The Changing Point

Progress and change are deeply intertwined, there can be no progress without change! This truism is why we and our departments must be good at implementing change. In addition, the stress, pain and difficulty of poor change implementation, make it incumbent on leaders to have effective change tools in their tools kit. In this session, one of North America's leading Change Agents lays out a step-by-step approach for successfully implementing change in a group or department. This user driven process will create a sense of ownership as well as highly effective plans that stakeholders will buy into.

Learning Outcomes

Participants will be able to

- Understand how individuals process change as well as a step-by-step trust-based approach to implementing change successfully.
• Understand how agencies work; how the process of organizational change occurs and the typical roles that collaborate to deliver successful change.

314 Bidding 101 and Managing a Successful Construction Project

Speaker(s): Matthew Gardner, Attorney, Robbins Schwartz
Nicole Karas, Attorney, Robbins Schwartz

This program provides an in-depth look at the procurement rules governing park and forest preserve districts. The presenters will address when bidding is required, bidding procedures, determining lowest responsible bidder, defective bids, and government joint purchasing cooperatives. The presenters will focus on the challenging issues in this area and answer your questions. The second part of this program will provide strategies on how to successfully navigate a construction project, starting from team selection to close of the project. The presenters will discuss the critical importance of allocating risk between your agency and the contractor, and how to avoid disaster during the project.

Learning Outcomes

Participants will be able to

- Learn competitive bidding rules, bid awards, how to manage bid problems, and learn about the opportunities and limits of government joint purchasing cooperatives.
• Learn about the different project delivery methods, how to navigate selection of your agency's project team, and the critical importance of using contract language that protects your agency.

401 The WHY of Work; Remembering Passion and Purpose During Recovery

Speaker(s): Lori A. Hoffner, Professional Speaker, Trainer and Consultant, Supporting CommUnity, Inc.

Staff usually understand what they do for work, but can everyone articulate the "why" of their work? In a world recovering from a pandemic, it might be necessary to be reminded of the purpose of the work and to remember the enthusiasm of a job well done. This session will help individuals identify their own personal strengths both external and internal and how to apply those strengths to the work they do that helps to make the work meaningful. We will outline steps for retention and sustainability using the four basic leadership practices that will empower staff to define the WHY of the work which in turn creates buy-in and loyalty for all levels of staff.

Learning Outcomes

Participants will be able to

- Identify personal and professional strengths that are applied to the everyday work and help define the "why" of the work.
• Apply the four basic leadership practices to engage and motivate staff during the recovery from the pandemic.



501 Rebuilding Social Connections: A TR's Role

Speaker(s): **Jo Burns**, Chief Connection and Collaboration Officer, Jo Burns Connects LLC

Join us for some group and self-discovery of the roles we can play as therapeutic recreation specialists in helping our clients, patients and communities rebuild our social connections. The pandemic has done a number on our abilities to socially connect in a meaningful way. Now that we are moving forward in life with COVID, we need to brush off these skills so we can rebuild, promote, and advocate for the importance of them at our agencies and beyond. In this fun, reflective and interactive workshop, we will look at how protective factors, non-verbal cues, built environment and DEI components all contribute to successful and engaging connection with peers, family, and community members.

Learning Outcomes

Participants will be able to

- Describe at least three social cues related to meaningful social connection.
- Identify at least three unique roles a TRS can play with clients and/or community.

600 Time/Task Analysis for Maintenance Activities to Identify Resource Needs

Speaker(s): **Michael Wirsing**, Recreation and Park Division Manager, Seminole County Leisure Services

How do you know if current maintenance staffing levels and equipment are sufficient for your park or agency? And how does this relate to level of service (LOS)? This session explores one approach to answering those questions.

Learning Outcomes

Participants will be able to

- Understand how to develop a time/task analysis specific to your agency and identify and understand the importance of Levels of Service measurements and standards in the analysis.
- Understand how to make a business case for evaluating staffing levels and equipment.

909 Diversity Marketing

Speaker(s): **Juan Acevedo**, Superintendent of Marketing and Communications, Wheeling Park District

Josue Pasillas, Communications Supervisor, Waukegan Park District

Erik Ruiz, Graphic Designer, Oak Brook Park District

Kelly Holan, Marketing Manager, Wheeling Park District

According to the latest United States census, more than one-third of the population is classified as racial or ethnic minorities (U.S. Census, 2020) and the nation's diversity is likely to increase in the future. Park administrators and managers across the country are facing different challenges in providing programs and recreational activities to diverse groups. Not only do ethnic and racial minorities have unique recreation and program preferences, but often some are unaware that programs exist in their communities. This session will talk about the different strategies a park district or agency can implement in the short and long term to build a two-way relationship with a diverse constituency.

Learning Outcomes

Participants will be able to

- Learn the meaning of Diversity, and how it is applied in your agency.
- Learn how to listen to your ethnically and culturally diverse community through the implementation of community surveys, focus groups, and community participation.

1006 Creating a Culture of Belonging for All

Speaker(s): **Linda Henderson-Smith, PhD, LPC, CPCS, CCMP**, Founder and Principal, ATC Consulting LLC

Research indicates that employee engagement is tied to retention rates, quality of services and overall employee satisfaction. For employees to feel engaged in the organization, they must feel as if they belong and are connected personally and professionally to the mission of the work of that organization. This workshop will teach organizational leadership and management what it takes to create a sense of belonging and will have organizations walk out with a list of universal expectations that they can implement to begin that process.

Learning Outcomes

Participants will be able to

- Identify what it means to belong.
- Describe a culture of diversity, equity, inclusion and belonging.

1102 Understanding Emerging Forest Invaders: Jumping Worms and Japanese Stiltgrass

Speaker(s): **Chris Evans**, Extension Forestry and Research Specialist, University of Illinois

This workshop will include information on the identification, impacts, ecology, and management of two relatively new and emerging invasive species in Illinois: jumping worms (*Amyntas/Metaphire* complex) and Japanese stiltgrass (*Microstegium vimineum*). Jumping worms were first found in Illinois in 2015 and have since been discovered in over forty counties across the state. With the potential to alter soil structure and biota and impact plant growth, this invasive species is a significant threat to natural lands. Japanese stiltgrass has been in southern Illinois since the 1960s but has continued to expand its range northward throughout the state and represents a new threat to natural lands in much of central and northern Illinois. Stiltgrass has the potential to reduce forest understory plant diversity, alter soil nutrient cycling, and impact fire regimes.

Learning Outcomes

Participants will be able to

- Learn to identify jumping worms and Japanese stiltgrass based upon field characteristics and understand the ecological impacts of these invasive species in natural and managed lands.
- Identify management options for mitigating the negative impacts of jumping worms and Japanese stiltgrass and reducing spread.



THURSDAY, JANUARY 26, 2023

12:30 pm – 2:30 pm

Career Development Symposium

Registration Fee: \$99
Speaker: Brent Scarpo
CEUs: 0.2



About the Speaker

Brent Scarpo has over thirty years of experience as a national speaker, life coach, producer, writer, director, and casting director in Hollywood. He has worked on such well-known films as THE SHAWSHANK REDEMPTION, THAT THING YOU DO, AIRFORCE ONE and MATILDA. Additionally, Brent has presented thousands of programs to high schools, colleges and corporate America numbering well over one million participants.

In addition, Scarpo was featured on The Today Show's storytelling writing contest, EVERYONE HAS A STORY, where his story, THE RED BALLOON, was chosen out of 100,000 entries.

The Red Balloon Story beautifully depicts the loving relationship of Scarpo and his mother and their fascination with life after death. Through many conversations, Scarpo and his mother created a plan to prove that in fact there was life after death, the basis of The Red Balloon Story, which has now become his book, The Red Balloon – How to Transform your Life, One Inspirational Story at a Time.

Additionally, Brent is a Life Coach, specializing in Millennials, where he takes his years as a former casting director and marries it to his Life Coaching Career in such programs as “The Ten Life Coaching Lessons I Learned Casting The Shawshank Redemption”.

11:15 am – 12:30 pm

Registration/Check-In

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

12:30 pm – 2:30 pm*

How to Diffuse Anger and Calm People Down

Break anger's grip on your office Anger in the office is the enemy of productivity, teamwork, and creativity. Sometimes it's obvious — a white-hot rage with tempers flaming. Other times it's subtler — and potentially more damaging. That's when defensiveness, cynicism and negativity creep into the workplace and take over. Before long, department morale plummets, enthusiasm is dampened, and teamwork breaks down. There are specific steps you can take and proven strategies you can follow to turn things around quickly. Find out how to recognize the early signs of anger — in yourself and others — and redirect the energy wasted on it to achieve positive outcomes such as improved teamwork, increased enthusiasm, and heightened creativity throughout the workplace.

Learning Outcomes: Participants will be able to:

- A process for turning conflict into a growth experience
- Stress-reduction techniques you - and your staff - can use anywhere
- Listening skills that can turn around a tough situation in the office

* **Includes a 15-minute refreshment break**

2:30 pm

Tour the Exhibit Hall, Riverside Center, East Tower/Purple Level.



CONFERENCE WORKSHOPS 3:00 pm – 5:00 pm

All conference workshops award 0.2 CEUs. Pre-registration is required. Register online at ILparksconference.com or see page C30.

18 Imposter Syndrome and the Insidious Nature of Doubt

Speaker(s): Nicole Lance, CEO, Lance Strategies

Impostor syndrome is rooted in doubt. Doubt says, “I don't know if I can do this.” Fear says, “I don't know if I should do this.” Knowing the difference will help you deploy different tactics to battle each separately. Impostor Syndrome makes you worry that someday, the jig will be up. EVERYONE will realize just how unworthy you really are of that position you hold or thing for which you are responsible. Impostor Syndrome makes us question our own capabilities, and it can over-inflate the importance of criticism we receive — or imagine we are receiving — from others. This fast-moving workshop will explore tactics for hopping off the bullet train of doubt, effectively confronting your own impostor syndrome, and cultivating an environment of success for yourself and those around you. You will walk away feeling affirmed, empowered, and ready to stand fully in your own space.

Learning Outcomes

Participants will be able to

- Identify and strategically navigate the concept of imposter syndrome or doubt-based behaviors that hold back professionals and / or create unnecessary challenges.
- Implement specific strategies to minimize harmful effects of the imposter phenomenon and doubt.

102 The Magic Force – Building Pride as a Performance Strategy

Speaker(s): Ian Hill, CEO, The Changing Point

Pride is an intangible force that drives human capital unlike any other. Investing time and energy into building both organizational, individual, and even Community pride will provide greater dividends than any other tool in a leader's tool kit. Building pride leads to higher morale, increased participation in problem solving and a sense of ownership that creates a “the Department is a reflection of me” attitude. It drives citizens to take care of their homes, clean up parks and give their best in a community...in short, it can be a magic force! In this course participants will learn to cultivate instill and deploy pride as a performance management approach.

Learning Outcomes

Participants will be able to

- Learn the keys to cultivating and deploying pride as a performance management approach.
- Discuss how to create a structured approach to developing individual and organizational pride in the workplace.

411 Evaluate Your Services from New Angles

Speaker(s): Bobbi Nance, President, Recreation Results, **Brittany Meyer**, Director of Community Recreation, Batavia Park District

When it comes to evaluating your programs and services, it is likely that end-of season participant surveys come to mind. But when it comes to knowing whether your recreation services were successful, customer satisfaction is only one small piece of the puzzle, especially if you are looking to improve the overall balance of your offerings, attract new customers, or bring in more revenue. See real life examples, from simple observations to detailed data dives, that you can adapt for your own organization. Learn practical ways to take a more comprehensive look at the services you offer, see your customers in a new light, and engage staff in the process as we share stories of the successes and lessons that come from putting it all into action.

Learning Outcomes

Participants will be able to

- Identify common mistakes and missed opportunities with your current survey and evaluation process.
- List new ways to align your evaluation efforts with your goals so that they result in new strategies you can put into action, not just reports that are rarely read.

505 I've Got Your Back. Supporting Your Staff & Volunteers

Speaker(s): Samose Mays, Founder, Minority Recreational Leadership Academy

Support for volunteers and staff helps workers to do their jobs more quickly, effectively, and comfortably. Proper support maintains the staff members and volunteers of groups and organizations as well, keeping them focused and determined over time and through difficulties. When your staff and volunteers feel they are being supported, they will work better and more efficiently, care more about their jobs, and want to do their best because the organization treats them well.

Learning Outcomes

Participants will be able to

- Develop a supportive work environment for staff and volunteers.
- Recognize when staff or volunteers may be stressed or experiencing difficulties





612 Delivering Exceptional Customer (Patron) Service Every Day Every Time

Speaker(s): Steve Beck, President, Beck Seminars

The Exceptional Customer (Patron) Service training seminar is about creating and maintaining Exceptional Customer Service at your Park District. Participants discover that their job is not just a job, but in fact a performance on Being Their Best Every Day with the Patrons and their Co-Workers by Having a Great Day Every Day!

Learning Outcomes

Participants will be able to

- Have a 'Great Day Every Day!' Practice the SUCCESS method to providing Exceptional Customer Service.
- Implement an Army Ranger/Navy Seal Technique that will help them get through tough situations: Leave One's FUNK at the Door and the effect it has on Patrons and Co-Workers.

904 Purposeful PR | Essential Agency Communication

Speaker(s): Kristina Nemetz, Founder, Element Public & Government Service Network

In today's climate, strategic communication is essential for any public agency or local government institution. The world of public relations is often not considered part of Parks & Recreation. The pandemic changed the essential nature of strategic communication in local government. Not only did districts find themselves coordinating crisis communication efforts with various mitigations, but they moved to a virtual world in which the public expects information faster, clearer, and more concise. This session aims to introduce the world of government public relations and discuss how to establish a purposeful public relations framework for your agency. The field always thinks of P&R as Parks and Rec, but the other PR is as important to our organizations as our parks and recreation programming.

Learning Outcomes

Participants will be able to

- Understand the six areas of public relations and create a plan of action to implement these essential types of strategic communication at your Agency, saving your organization time and money.
- Leverage PR purposefully to build a better relationship and report between your organization and the community. Learn strategies to enhance your Agency's brand with residents, sponsors, and elected officials to catapult your district into a position of increased engagement and funding.

1000 Connecting the Dots for Health Equity

Speaker(s): Jo Burns, Chief Connection and Collaboration Officer, Jo Burns Connects LLC

Parks and Recreation can be an essential dot in the big picture of Health Equity for communities. Are you ready to consider Parks and Recreation's role in the health system? We are in a prime position to promote health through physical activity, access to spaces and place, connection with nature, and bringing community members together both virtually and in person. By discussing our roles, acknowledging our ability to make an impact, and identifying potential partners in our communities we can make the healthy choice the equitable choice. In this workshop we will take a close look at what health really is, gain an understanding of health equity, and consider our role in the public's health. Join us for a candid and interactive discussion to try and answer these compelling and complex questions.

Learning Outcomes

Participants will be able to

- Be able to define health equity.
- Identify at least five components of a public health system.

1104 Design, Installation and Maintenance Characteristics of a Green Shield Certified Greenspace

Speaker(s): Ryan Anderson, Community IPM Manager, IPM Institute of North America, **Nick Fuller**, Natural Resource Project Manager, Forest Preserve District of DuPage County

Midwest Grows Green's (MGG) Ryan Anderson and Forest Preserve District of DuPage County's Nick Fuller share pest and weed management practices and strategies that demonstrate proficiency in integrated pest management, sustainable landscaping, or organic landscaping. Attendees will leave with the necessary tools to pursue Green Shield Certified for Landscapes for their greenspaces (see greenshieldcertified.org).

Learning Outcomes

Participants will be able to

- Learn landscape management strategies that reduce inputs of pesticides, fertilizers, and water.
- Learn site investigation, inventory, and planning techniques to select competitive and hardy plant mixes that best match the site conditions and push or choke out weeds, resulting in a more resilient and healthier ecosystem.





MODERN DAY ROMEOS

Thursday, January 26

9:00 pm – 11:30 pm

Hyatt Regency Chicago,

Grand Ballroom,

East Tower/Gold Level

For the past decade, Modern Day Romeos has remained the quintessential party band. Based out of Chicago's Suburbs, its six members have come together from different musical backgrounds to create the most fun and high-energy show around. MDR continues to play before impressive crowds and remains a top drawing show due to its massive online presence.

In 2012 they proudly received the largest corporate sponsorship of any local band through Coors Light. MDR has shared the stage with Vince Neil, Slaughter, Jimmy Van Zant, Big Head Todd and the Monsters, Lucky Boys Confusion, and countless other local bands. MDR has been endorsed and praised by many in the media including: 95.1 WIIL Rock, STAR 105.5, 102.3 WXLC & 1220 WKRS along with countless newspaper and magazine publications.

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

CLOSING SOCIAL



Saturday, January 28
7:00 pm – 10:00 pm
House of Blues

Second Hand Soul Band

Motown, Funk, & Soul is exactly the sound that defines this Chicago band. The raw, "Rock & Soul" performance of Second Hand Soul Band is both authentic and infectious. It takes you back to the days when all that mattered was meeting your friends for some drinks and an all night dance party! This energetic, dynamic, seven piece band has many years of experience and really knows how to entertain! Between the funky hits of the 70s, the one-hit wonders, the disco and the soulful songs of that era, you will be moved to dance and sing; "sings you remember from the nights you don't!"



www.secondhandsoulband.com

**second
hand soul
band**

Songs you remember, from the nights you don't.

THIS IS A TICKETED EVENT!

Ticket includes:

- Round trip shuttle service from the Hyatt Regency Chicago
- Admission to House of Blues
- Dinner buffet with unlimited beer, wine, and soft drinks
- A great night of music featuring Second Hand Soul Band

TICKET INFORMATION:

- Delegates who register for the Full Package or the Saturday Only Package will receive one ticket for admission.
- Additional tickets may be purchased for \$125 per ticket through the pre-registration process or on-site from Conference Registration.
- Tickets **will not be sold** on-site at the Closing Social.

Buses will depart from the Hyatt Regency Chicago at the West Tower entrance beginning at 6:45 pm. Return service from the House of Blues will be available beginning at 9:00 pm.

BOARDSMANSHIP

- Boardmanship, Part I
- Boardmanship, Part II
- Board Member to Board Leader
- Commissioners Roundtable: Equity and Inclusion
- The Culture Code: Creating a Healthy Relationship Between Executive Directors and the Elected Officials
- I'm on the Board, Who is Robert and What about His Rules?
- Land Acquisition for Park and Forest Preserve Districts
- Property Acquisition & Sale 101: Understanding Ways to Acquire and Sell Real Property

DIVERSITY, EQUALITY & INCLUSION

- BEE' Kind: A Kindness Ambassador Program
- Champions For Change, Our DEI Journey
- DEI: Small Changes, Big Rewards
- Help! My Staff are ALL So Different!
- Promoting Vendor Diversity at Your Agency
- Strategic Diversity Planning - How to Build, Execute and Measure Your DEI Goals
- Supporting Transgender Youth Through Parks & Recreation

FACILITY MANAGEMENT

- Aquatics Roundtable
- Aquatics Management: How to Hire Better and Keep Them Longer
- Building Together: Partnering Education and Facilities When Planning the Reuse of Structures as Education Centers
- Choosing Outdoor Play and Fitness Equipment for Teens and T(w)eens
- Creating and Programming the Rylko Park Educational Gardens
- Excellent Facility Rental Management
- Forward Thinking Aquatic Planning
- How to Speak Museum
- Hyper Focused on Facility Services - Top 10 Things to Improve in FM
- Lifeguards...They're Stressed
- Net Zero Buildings: A Path for Success
- Savings & Sustainability: Taking the Guesswork Out of ComEd LED Lighting Grants
- Successfully Incorporating Inclusive Restrooms and Locker Rooms Into Your Facility Design
- Verified in the First Twelve Months, The Path to Success on Net Zero Energy

FINANCE/INFORMATION TECHNOLOGY

- Bonding in an Evolving Market - Finding the Right Deal and Staying Out of Jail
- Cyber Security & Video Surveillance Best Practices - How to Protect the Ship
- Have You Saved Enough Towards Retirement? Learn About Your IMRF Benefits
- Maximizing Your Cash & Investments in the Current Environment
- Microsoft Teams and Your Phone System - Creating a Smarter Communications System
- Money Management in a Volatile Rate Environment
- Paycom 101 - You've Got Questions, We've Got Answers!
- Thinking About a Bond Referendum? What to Do and Where to Start
- Using Basic Data Analytics to Enhance Reporting and Improve Business Insights
- You've Issued Your Bonds - Now What?

GOVERNANCE/LEGAL

- Are You Allowed to do That? What Local Government Leadership Must Know About Ethics Requirements
- Developments in Recreational Property Liability
- Freedom of Information Act
- How I Learned to Stop Worrying, Love Zoning and Trust My Municipal Overlords
- Illinois Open Meetings Act
- Is There an Interface Between Covid-19 and the ADA?
- Legal/Legislative, Part I
- Legal/Legislative, Part II
- Not in My Park: (The Interactive) Regulating Controversial Park Activities
- Park Finance 101: Levying, Budgeting and Reporting
- Public Meeting Best Practices in the Age of Engaged, Passionate, and Sometimes Unruly Members of the Public
- Social Media and Electronic Communications for the Candidate and Elected Official
- Social Media: Facebook? Instagram? What Now?
- Successful Intergovernmental Cooperation Revisited
- Utilizing Liability Waivers
- When Does a Modification Become the Norm, Not the Exception?

HUMAN RESOURCES/RISK MANAGEMENT

- Best Practices for Responding to Harassment and Discrimination Complaints
- Bridging the Gap Between HR and Safety
- Conducting Effective Workplace Investigations
- Creating An In-House Sexual Harassment Training Program that Complies with Illinois Legal Requirements
- Employee Crisis: How Employers Can Navigate Personal & Professional Issues in the Post Pandemic Workforce
- Festival Security
- How Do We Compete? Finding & Retaining Talent When the Competition & Circumstances are Fierce
- Is Your Staff Hiring a Walk in the Park or an Obstacle Course?
- Leading Safety/Risk Management - A Facilitated Discussion Focusing on Building Strategy and Working Towards Results
- Managing Employee Leave Rights Under the FMLA, ADA, and Illinois Law
- Navigating a Harassment/Discrimination Free Workplace
- Recruitment and Retention - Today and Tomorrows Challenge
- Ten Reasons Why Your Agency Could Be Sued Over Employment Issues
- Use of Video Surveillance in Parks and Facilities

LEADERSHIP/MANAGEMENT

- Becoming a Values Driven Organization
- But What Can I Do? It's As Easy As N.A.I.L.S.
- Courageous Conversations: Improving Dialogue in the Workplace
- Cooperative Purchasing: How It Can Help You Save Time and Money
- Effective Delegation
- Enhanced Wellness for Public Sector Employees: The Importance of Self-Care in the Helping Professions
- Finding Success Through Conflict Resolution
- Girl Power V
- Going Beyond the Typical Scholarship Programs to Provide Access to the Underserved
- Managing an Older Workforce as a Young Professional
- Managing the Best: Lessons from Young Supervisors on Managing Gen Z
- Move the Needle: Increase Your Productivity and Optimize Your Time
- Parks as Community Wellness Hubs: A Public Health Solution
- Play and W.I.N. - 3 Insights for Enjoying Life and Success
- State Accreditation: A Blueprint to Excellence
- Strategic Leadership While Facing the Unknown
- The Academy: Forty Years of Advancing, Influencing and Inspiring the Profession

MARKETING/COMMUNICATION

- 5-Part System to Market with a Tiny Team
- Better Engage Your Community with Resident Journey Mapping
- Branching Out: Looking at Recreation's Close Kin
- Branding Your Agency from the Inside Out
- Don't Sweat the Technique and Forget the Last "P"
- Employee Burnout - The Cause and the Cure
- Marketing & Communications Roundtable
- Marketing in the New Normal: 5 Ways to Re-adjust Your Marketing Plans for 2023
- Showcasing Sponsorship in Style: The Do's and Don'ts
- Soar to New Communication Heights Through Message Based Communication
- Sponsorship Basics: From A to Z
- Ten Minutes to Turn Your Charts, Reports, Slides, and Infographics from Blah to Brilliant
- Think Like a Disrupter
- Winning the War for Talent by Leveraging Coordinated HR/Marketing Strategies
- Missing Employee Burnout: The Cause and the Cure

PARKS/NATURAL RESOURCES

- Being Weather - Ready for Outdoor Events
- Celebrating Your Nature Preserve: Not Just an Ordinary Park
- Design, Installation and Maintenance Characteristics of a Sustainable Greenspace
- Designing Fitness Focused Playgrounds
- Designing Inclusion: Pocket Parks to Destination Parks- Inclusive Play for All
- Don't Be Scared...It's Just Compost
- GIS, a 360 Degree Camera and Your Park District
- In the Trenches: A Look at Navigating the Life of a Construction Project
- Ponds: When is Dredging Necessary and What are Your Options?
- Positioning Your Park Project for Grants and Funding
- The Preserve of Highland Park
- Swap your Swamp: Negotiating Land Exchanges for the Community's Benefit
- Trail Mix: Wellness, Mobility and Placemaking as a Community Connector
- Welcome New Parks Supervisors! What Are You Getting Yourself Into?

RECREATION

- Active Adults 101: New to Experienced Professionals Wanted
- Active Adults and Special Recreation Adult Day Programs – the Perfect Partnership
- Battle of the Champions: Motivating Staff to Succeed
- Crushing Your Pickleball Budget
- Developing Community Grassroots Racquet Sports
- Equity in Aquatics - The Future of Community-Oriented Aquatics
- Expense Management: Reducing Cost but Not Quality
- Extreme Tweens and Teens - Impacting Them to Build the Citizen of Tomorrow
- Group Games Galore
- How Creating a Brand Can Lead to Increased Enrollment in Programming
- The Mean Lean League Machine
- Natural Benefits: What Nature Centers Can Do to Boost Your Programming!
- Phase 3 Programming - Meaningful Senior Programing for the Third Phase of Someones Life
- Planning and Community Engagement for Water-Based Recreation
- Recreation Revenue: Hacking Your Way to Additional Revenue
- Reimagining Success in Youth Sports
- Renovate or Replace for Revenue
- Sometimes You Gotta Work a Little to Ball a Lot (Part 1)
- Sometimes You Gotta Work a Little to Ball a Lot (Part 2)
- Special Event Bootcamp
- Trends in Evaluation: What's New, What's Changed
- Young Cultural Stewards - Youth Arts in the Parks!
- Youth Sports Compliance – Setting Standards and Enforcing Requirements

THERAPEUTIC RECREATION

- Building Resiliency
- Nature Rx: Strengthening Outdoor Wellness through Partnerships
- No Child Left Behind. Inclusive Parks, Programs, and Recreational
- Self-Care: Creating Balance and Happiness
- The Importance of Vulnerability in Leadership

FOREST PRESERVE & CONSERVATION

- A Balancing Act: Vector Monitoring and Management in a Forest Preserve System
- Creating Your Own Nature TV Show
- Crystal Lake Rehabilitation Project: Restoration and Revitalization of Urbana's Oldest Park
- Outdoor Electric Assisted Devices: Toys and Tools with Opportunity and Opposition
- Prescribed Burning within Illinois: The Why, What, and How of This Land Management Technique
- Think Outside: No Box Required!

Keynote General Session with Shannon McKain

Saturday, January 28, 2023

9:00 am – 10:00 am

CEUs: 0.1



Four Square Leadership: Mindset, Styles and Connections for Success

All of us have the capacity to be leaders! We attend meetings, provide feedback, and set wheels in motion. Understanding your leadership style and how your leadership empowers those around you are the first steps to enabling your team to work effectively while fostering a strong agency culture.

In this session, Keynote Speaker Shannon McKain shares how every team member experiences four key styles of leadership and why mastering these four styles is so significant. Attendees will learn what makes a successful leader, how to strengthen their agency's culture, and how to make connections with teammates across the board.

About the Speaker

Shannon McKain is a former NFL cheerleader, 15-year executive recruiter, and is regularly seen on ABC, CBS, NBC, and Nickelodeon.

With her experiences both on and off the field, she is frequently called on by organizations and corporations to help bring to the surface the complex issues standing between employees, teams, and success.

Shannon earned a B.A. in communications and political science from William Jewell College, is a proud 4-H alum, and once lived on a canoe in the Florida Everglades.

Learning Outcomes:

- What are the four areas of leadership?
- Can you become the best leader you can be?
- Why every employee in parks and recreation is a leader.



2023 Conference Registration Form

REGISTRATION DEADLINE IS JANUARY 16, 2023

Register online at ilparksconference.com
 Faxed or mailed registration forms will be accepted until January 16, 2023.

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 (ONE EMAIL PER REGISTRATION 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 C7.

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+

Pronoun on badge: he/his she/her they/their ze/zir None

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 / SPECIAL MEAL ACCOMMODATION: If you have any special accessibility/meal requirement, please provide a brief description below. For requests pertaining to your hotel/lodging needs, please contact the Hyatt or Swiostotel directly when booking your room. _____

Emergency Contact (REQUIRED): Name: _____ Relationship: _____ Phone: _____

SECTION II. PRE-CONFERENCE WORKSHIPS - THURSDAY, JANUARY 26, 2023 (Enrollment is limited - REGISTER EARLY!)

ID#	TITLE	FEE	CEUs
12:30 pm – 2:30 pm			
17	Leading Below the Surface: Leadership for the Future	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
101	Master the Power of Change	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
314	Bidding 101 and Managing a Successful Construction Project	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
401	The WHY of Work; Remembering Passion and Purpose During Recovery	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
501	Rebuilding Social Connections: A TR's Role	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
600	Time/ Task Analysis for Maintenance Activities to Identify Resource Needs!	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
909	Diversity Marketing	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1006	Creating a Culture of Belonging for All	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1102	Understanding Emerging Forest Invaders: Jumping Worms and Japanese Stiltgrass	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
3:00 pm – 5:00 pm			
18	Imposter Syndrome and the Insidious Nature of Doubt	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
102	The Magic Force: Building Pride as a Performance Strategy	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
411	Evaluate Your Services from New Angles	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
505	I've Got Your Back: Supporting Your Staff & Volunteers	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
612	Delivering Exceptional Customer (Patron) Service Every Day Every Time	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
904	Purposeful PR Essential Agency Communication	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1000	Connecting the Dots for Health Equity	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
1104	Design, Installation and Maintenance Characteristics of a Green Shield Certified Greenspace	<input type="checkbox"/> \$85	<input type="checkbox"/> \$6
CDS	How to Diffuse Anger and Calm People Down	<input type="checkbox"/> \$99	<input type="checkbox"/> \$6
SECTION II SUBTOTAL		\$	



SECTION III. CONFERENCE REGISTRATION

PACKAGE	EARLY (BY 12/12/22)		REGULAR (12/13/22 – 01/16/23)		ON-SITE	
	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER	MEMBER	NON-MEMBER
Full	<input type="checkbox"/> \$335	<input type="checkbox"/> \$640	<input type="checkbox"/> \$400	<input type="checkbox"/> \$770	<input type="checkbox"/> \$440	<input type="checkbox"/> \$850
No Frills	<input type="checkbox"/> \$280	<input type="checkbox"/> \$530	<input type="checkbox"/> \$335	<input type="checkbox"/> \$640	<input type="checkbox"/> \$390	<input type="checkbox"/> \$750
Thursday Only	<input type="checkbox"/> \$120	<input type="checkbox"/> \$230	<input type="checkbox"/> \$135	<input type="checkbox"/> \$260	<input type="checkbox"/> \$150	<input type="checkbox"/> \$285
Friday Only	<input type="checkbox"/> \$240	<input type="checkbox"/> \$455	<input type="checkbox"/> \$270	<input type="checkbox"/> \$515	<input type="checkbox"/> \$295	<input type="checkbox"/> \$565
Saturday Only	<input type="checkbox"/> \$260	<input type="checkbox"/> \$495	<input type="checkbox"/> \$290	<input type="checkbox"/> \$555	<input type="checkbox"/> \$315	<input type="checkbox"/> \$605
Student	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220	<input type="checkbox"/> \$120	<input type="checkbox"/> \$220
Retiree	<input type="checkbox"/> \$145	<input type="checkbox"/> \$360	<input type="checkbox"/> \$155	<input type="checkbox"/> \$385	<input type="checkbox"/> \$185	<input type="checkbox"/> \$460
Guest/Spouse	<input type="checkbox"/> \$145	<input type="checkbox"/> \$145	<input type="checkbox"/> \$155	<input type="checkbox"/> \$155	<input type="checkbox"/> \$185	<input type="checkbox"/> \$185
A LA CARTE TICKET OPTIONS					QTY.	
<ul style="list-style-type: none"> • Friday, Awards Luncheon Ticket (includes one (1) dessert ticket) • Friday, Dessert Ticket ONLY (dessert served in the Exhibit Hall immediately following the luncheon) • Friday, Awards Luncheon Preferred Agency Seating (non-refundable fee) <ul style="list-style-type: none"> - Specify preferred agency table OR preferred legislative table (if you will be inviting a legislator to join your agency). - All Preferred Agency/Legislative tables seat 10. (see page C4) • Saturday, Closing Social Ticket • CLE Credit Packages (3=\$45; 4=\$60; 7=\$105; 8=\$120) ARDC # _____ 					<input type="checkbox"/> \$70 x _____ \$ _____ <input type="checkbox"/> \$15 x _____ \$ _____ <input type="checkbox"/> \$50 x _____ \$ _____ <input type="checkbox"/> Agency <input type="checkbox"/> Legislative \$125 x _____ \$ _____ <input type="checkbox"/> \$45 <input type="checkbox"/> \$60 <input type="checkbox"/> \$105 <input type="checkbox"/> \$120	
SECTION III SUBTOTAL					\$	

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

Professional Connection: Thursday, January 26, 6:00 pm – 7:00 pm (see page C9 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 27, 10:00 am - 11:00 am (see page C9 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: CONFERENCE WORKSHOPS	\$
SECTION III: CONFERENCE REGISTRATION	\$
SECTION IV: SPECIAL EVENTS	\$ N/C
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 _____

**FXED OR MAILED REGISTRATION FORMS WILL BE ACCEPTED UNTIL JANUARY 16, 2023 AT:
2023 IAPD/IPRA CONFERENCE**

1460 Renaissance Drive, Suite 209, Park Ridge, IL 60068
OR FAX: (847) 957-4255

FOR QUESTIONS OR TO MODIFY AN EXISTING REGISTRATION, EMAIL ILPARKS2023@CTEUSA.COM OR CALL (847) 957-4255

IMPORTANT REGISTRATION INFORMATION

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

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

* 2-hour workshops not included and are available for an additional fee.

** 60-minute sessions and access to Exhibit Hall on Thursday only.

*** 60-minute sessions and access to Exhibit Hall on Friday only.

**** 60-minute sessions on Saturday only.

CEU FEES – There are no additional CEU fees for the 60-minute conference sessions on Thursday - Saturday. CEU fees for the 2-hour conference workshops will be charged a \$6 fee.

FULL – Includes All-Conference Awards Luncheon ticket, Thursday - Saturday 60-minute sessions, Closing Social ticket, admission to the Exhibit Hall, Keynote General Session, and Welcome Social.

NO FRILLS – Includes Thursday - Saturday 60-minute sessions, Keynote General Session, admission to the Exhibit Hall, and Welcome Social.

THURSDAY ONLY – Includes Thursday 60-minute sessions, admission to the Exhibit Hall, and Welcome Social.

FRIDAY ONLY – Includes Friday 60-minute sessions, admission to the Exhibit Hall, and Welcome Social.

SATURDAY ONLY – Includes Saturday 60-minute sessions, Closing Social ticket and Keynote General Session.

STUDENTS/RETIREEES – Includes Thursday - Saturday 60-minute 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 and recreation agency.) Includes Thursday - Saturday 60-minute sessions, admission to the Exhibit Hall, Keynote General Session, and Welcome Social.

CANCELLATION POLICY:

Cancellations must be submitted in writing and received by December 19, 2022, in order to receive a refund less a processing fee of \$25. Refund requests received after this date will be reviewed on a case-by-case basis.

ADDITIONAL REGISTRATION POLICIES:

- 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.
- Pre-registration ends JANUARY 16, 2023. In order to receive the discounted pre-registration fee(s), registration forms must be postmarked or faxed by JANUARY 16, 2023. On-site registration begins at 7:30 am on January 26, 2023.
- **The deadline for Preferred Agency Seating is JANUARY 16, 2023.** No preferred seating will be taken on-site.
- ADA Compliance/Special Meal Accommodation: Attendees with special needs/meal requests should indicate their requirements on the conference registration form. If you have questions or need additional assistance, please contact Cindy Galvan at cindy@ilipra.org.

POLICY ON MEMBERS AND NON-MEMBERS

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

- Members of the Illinois Park & Recreation Association in current standing through 12/31/22. IPRA memberships not renewed for 2023 will be assessed the difference between the member and non-member conference rates. If there is an outstanding balance on an attendee's registration account at the start of the conference. No refunds will be given.
- 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/front desk and maintenance personnel only.
- Credentials will not be issued unless payment in full is received.

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

QUESTIONS:

- Email your question to ilparks2023@cteusa.com or call (847) 957-4255. Be sure to reference the IAPD/IPRA conference.

CONSENT TO CONFERENCE POLICIES

As a condition of attending the Soaring to New Heights Conference and to help protect the health and safety of yourself and others, all participants will be required to comply with protocols and conference policies that are in effect when the event takes place.

All participants will also be required to sign an acknowledgement of personal responsibility form prior to, and as a condition of, being admitted to the conference.

Any individual who refuses to adhere to health and safety protocols and conference policies or who refuses to submit a signed personal acknowledgement of personal responsibility form will not be admitted to, or be removed from, the conference without receiving a refund.

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.



2023 EXHIBITORS

COMPANY	BOOTH#	COMPANY	BOOTH#
All Inclusive Rec LLC	338	ExoFit Outdoor Fitness	611
American Ramp Company	622	Farnsworth Group, Inc.	419
American Red Cross	820	Federal Supply Company	356
Amilia	333	Fehr Graham	226
Anthony Roofing - Tecta America	114	FGM Architects, Inc.	600
Anything Weather	240	 FieldTurf	523
Aqua Pure Enterprises, Inc.	431	Fifth Third Commercial Bank	634
Bacon Farmer Workman Engineering & Testing	702	ForeverLawn Chicago	137
Balanced Environments, Inc.	712	Frederick Quinn Corp.	243
 BCI Burke Company	122	GagaXP	938
BerryDunn	934	Geese Chasers Chicago	711
Bid Evolution	314	 Gewalt Hamilton Associates, Inc.	406
Blick Art Materials	706	Gold Medal Products, Co.	315
Bounce Houses R Us LLC	705	GovDeals, Inc.	714
Brian Wismer Entertainment	905	GRAEF	734
Bronze Memorial Company	216	H2i Group	233
BS&A Software	204	Halogen Supply Company, Inc.	438
Byrne & Jones Sports Construction	813	Harris Local Government	520
Camosy Construction	601	Heller Nature Center	325
CampDoc	529	Henry Bros. Co.	444
Capri Pools & Aquatics	805	Hershey's Ice Cream	147
Chicago Backflow Inc	524	Hey and Associates, Inc.	424
Chicago Blackhawks	639	 Hitchcock Design Group	615
Chicago Communications	522	Illinois Association of Park Districts (IAPD)	503
CivicPlus	638	Illinois Park & Recreation Association (IPRA)	500
Clowning Around Entertainment	235	Illinois Public Risk Fund	246
Columbia Cascade Company	143	IMAGINE Nation LLC / Waterplay Solutions Corp.	525
CommunityPass	819	INSPEC, Inc.	534
Confluence	427	IPARKS	411
Cordogan Clark & Associates, Inc.	344	Jeff Ellis & Associates, Inc.	304
Correct Digital Displays	308	JSD Professional Services	336
Counsilman-Hunsaker	719	Kankakee Nursery	327
 Cunningham Recreation	703	Keeper Goals	340
Custom Manufacturing, Inc.	619	KI Furniture	239
CXT, Inc.	700	Kiefer USA	604
Design Perspectives, Inc.	708	KOMPAN	906
Direct Fitness Solutions	238	Lake Country Corporation	332
Divine Signs Inc.	214	Legat Architects	337
 DLA Architects, Ltd.	219	Life Floor	602
Doty & Sons Concrete Products, Inc.	319	Lincoln Aquatics	519
Engineering Resource Associates, Inc.	316	Links Technology, Inc.	532
Entertainment Concepts	917	Mad Bomber Fireworks Productions	539
 Eriksson Engineering Associates, Ltd.	119	Matrix Fitness	115

2023 EXHIBITORS

COMPANY	BOOTH#	COMPANY	BOOTH#
Mesirow Financial	428	Speer Financial, Inc.	339
Metropolitan Water Reclamation District of Greater Chicago	623	Splashtacular	834
Midwest Commercial Fitness	701	Spohn Ranch	237
MityLite	104	Sport Court Midwest	149
Most Dependable Fountains	436	Sportsfields, Inc.	245
Musco Sports Lighting, Inc.	614	Starfish Aquatics Institute (SAI)	244
MyRec.com	203	Stifel Public Finance	103
Nevco Sports	733	Team REIL, Inc.	715
NiceRink	343	The Davey Tree Expert Company	608
Nicholas & Associates	321	The Garland Company, Inc.	920
Norwalk Concrete Industries	400	The Pizzo Group	621
NuToys Leisure Products	420	The Spargo Group	629
Omega II Fence Systems	334	TIPS - The Interlocal Purchasing System	526
Paddock Pool Equipment	521	TRIA Architecture, Inc.	721
Palos Sports, Inc.	720	Triple H Mulch and Firewood, LLC	527
Park District Risk Management Agency (PDRMA)	303	Tyler Technologies	722
Parkreation, Inc.	449	Univar Solutions MiniBulk	407
Perfect Turf LLC	409	University of Wisconsin - La Crosse	610
Perkins+Will	322	 Upland Design, Ltd.	320
PFM Asset Management LLC/ IPDLAF+Class	401	Vermont Systems, Inc.	531
Planning Resources, Inc.	620	Vernon and Maz, Inc.	434
Play & Park Structures	631	Visual Image Photography	421
PlayGround Games	607	Vortex Aquatic Structures International	925
PMA Financial Network, Inc.	220	W.B. Olson, Inc.	329
Productive Parks LLC	429	Water Technology, Inc.	538
Products 4 Parks	609	Wickcraft Co.	612
Progressive Business Solutions	833	Wight & Company	423
Project Green Feat	916	Williams Architects / Aquatics	603
Pyrotecnico	605	Wintrust Financial Corporation	345
Rain Drop Products	311	Wold Architects and Engineers	613
 Record-A-Hit Entertainment	410	 WT Group	404
ReCPro Software	215	Zing Card	530
Recreonics, Inc.	430		
Reinders, Inc.	300		
SCORE Sports	624		
Sikich LLP	118		
Smart Industry Products, LLC	330		
Soccer Made in America	309		
Sourcwell	412		
Spear Corporation	540		

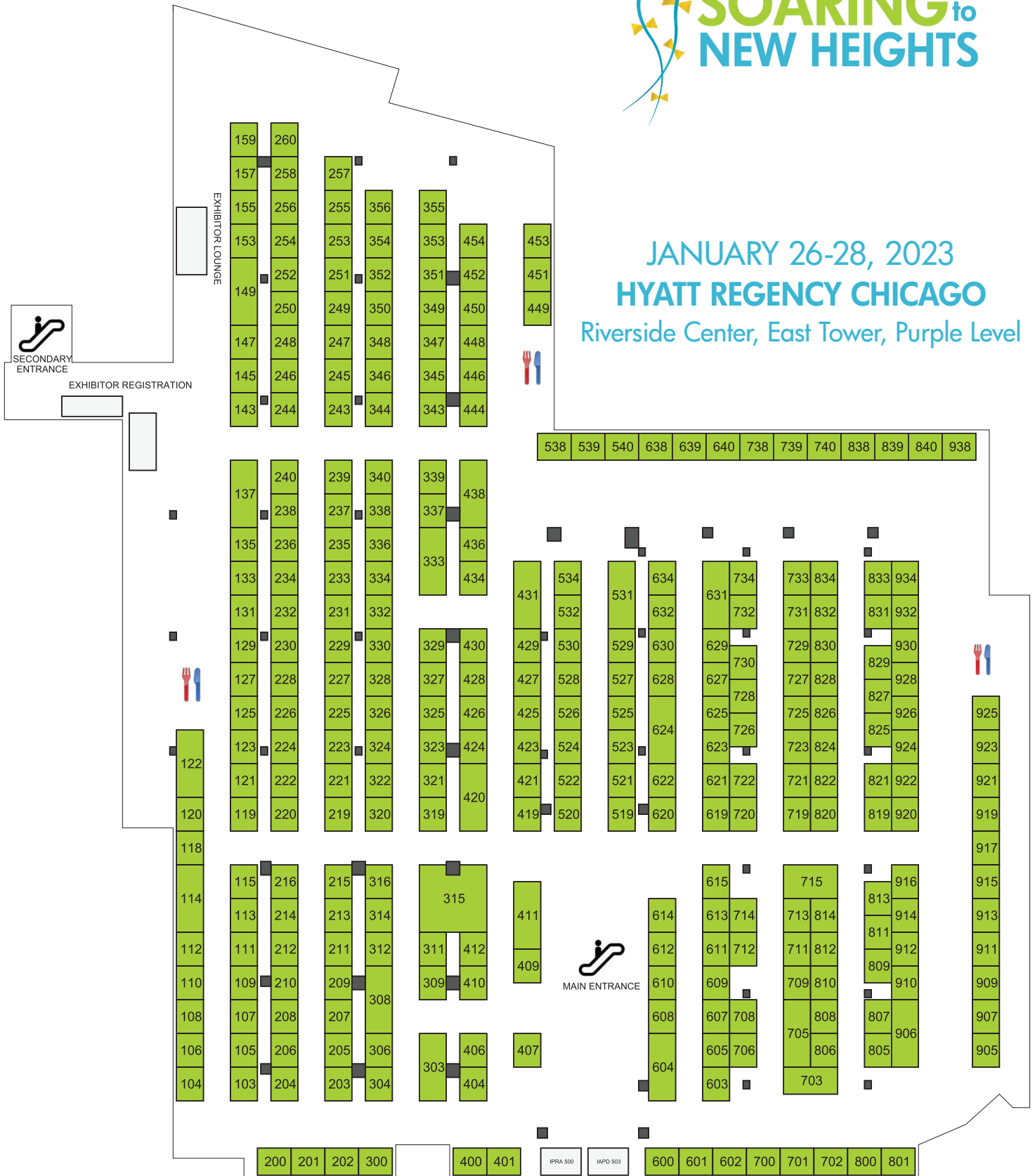
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“LESS THAN 50 PERCENT OF THEM SHOW UP FOR MEETINGS.”
“COMMISSIONERS DON'T TAKE THEIR ROLES SERIOUSLY.”



These association executives have expressed frustrations about board engagement. Use these techniques to increase participation.

GOVERNANCE ADAPTATION – It used to be that commissioners were expected at frequent meetings, sometimes traveling hours to the destination. The pandemic has impacted governance in ways that might be better for the organization and volunteers.

Associations frowned on commissioners who asked if they could join the meeting by phone, rationalizing, “We need to see board members in person and read their body language.” Since the pandemic, meeting frequency, formats and focus has changed. Reports and updates have been reduced. Agendas focus on vital decisions. Technology has been integrated allowing for on-line effective platforms. Expect hybrid meeting formats to continue.

BRIEF IS BETTER – In nearly every way, brevity is better. Volunteers respond best to brief committee assignments, brief reports, and brief meetings. Use bullets and infographics to communicate. Time is a valuable commodity.

SET AN ALTIMETER – The governance altimeter keeps the board at the proper level. The board makes strategic decisions at an altitude of 50,000 feet and higher. Committees get their authority from the board, working at 25,000 feet. The staff is responsible for implementing decisions at 10,000 feet. Help volunteers soar by focusing on what they need to know rather than operational and administrative details. Stay out of the weeds.

FIDUCIARY AND TRUSTEE ROLES – Not all board volunteers have knowledge of the responsibilities of serving as a fiduciary. Too many think the term fiduciary means they must raise money, rather than the proper reference to

representing the interests of members. When told they serve as trustees of the corporation, they are confused thinking the association is simply a non-profit and they are volunteers. Annual orientation, dubbed “refresh and blend,” helps the board embrace responsibilities.

STRATEGIC PLAN – Transform the plan it into a placemat for the board table, frequently asking, “How does this discussion advance our strategic plan?” Reduce the plan's content to fit a pop-up banner or frame it in the conference room. Integrate the plan's goals into the meeting agenda. Without a strategic plan, commissioners may wonder why they should attend.

RIGHT PEOPLE ON THE BUS – I often joke that when someone steps out of the meeting, they return to hear, “We've made you the chair of a committee.” The board and committees perform best when they are composed of dedicated, competent volunteers.

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Regarding committees, rely on task forces and quick action teams to get the work done. Who has time to volunteer for a year-long standing committee? As for the board, the average size is 15 persons, allowing for meaningful conversation and accountability. If commissioners come from “chapters,” ask them to only send persons who are trained in governance.

AGENDA DESIGN – It might seem like a small thing but when asked about agenda design you're likely to hear, “It's always been this way.” Craft a board agenda that ties to the strategic plan. Reduce time listening to reports by distributing them in advance; it is a fiduciary duty to read reports before the meeting. Focus the agenda on the goals in the strategic plan. Include the mission statement on the agenda to frame discussions.

KNOW THE LANES – The four most important words of governance are, “Board governs, staff manage.” Discourage commissioners from having interest in micromanagement or supervision. The board's purpose is to be strategic and visionary, advancing the mission and serving the membership. When board, committees or staff get out of their lanes, help them get back on the right track.

Associations rely on governing boards and volunteer committees. Use these ideas to improve engagement.



APPREHENSION AT THE BOARD TABLE

I could be sitting next to you at the board table. I appear confident, but I am apprehensive about serving on a board.

In my personal life I am successful; maybe that's why you asked me to serve. But the boardroom is an entirely new experience. Governance is a foreign word.

I have approached my volunteer responsibilities with eagerness. I've told myself I won't say anything the first six months so I can "learn the ropes."

SELECTION – The nominating committee said, "You won't have to do anything if you get on the board." I asked what I should read to prepare and they

replied, "Don't worry, you'll see the strategic plan and budget once you are installed." (It seemed like a secret.)

ORIENTATION – I expected an orientation. It did not occur. Someone said, "You'll get an orientation eventually, for now just read the bylaws."

DOCUMENTS – Nobody prepared me for how much I would have to read. Bylaws were 28-pages, seemingly obsolete with references to fax machines and notices sent by "US Mail." The "policy and procedures" manual exceeded 90-pages. Documents were presented piece-meal rather than in a leadership manual.



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APPREHENSION AT THE BOARD TABLE cont.

FINANCES – The budget presentation was overly-complex. Details could have been summarized as a pie-chart and info-graphic. When the ten-page report was distributed you could hear a pin-drop. I asked a question, but the treasurer said, “Don’t worry, staff takes care of this, and we have a good bookkeeper.” I dared not ask if the organization’s accountant could meet with the board.

RULES – The bylaws referenced the need to follow Robert’s Rules of Order. I bought the book of more than 800-pages. A cheat sheet would have been more useful. There are unwritten rules I sensed such as not speaking twice on a motion, maintaining confidentiality, raising my hand, and who sits where.

MEETINGS – Nobody said how often we meet. I learned it is every month whether or not there is a need. Some commissioners said they enjoyed the social aspects and free breakfast.

AGENDA – An agenda organizes the work to be addressed. Most of the meeting was reading and hearing reports. When we get to “new business” several commissioners are packing up and leaving, diluting the required quorum. Why focus on reports instead of our mission and goals? I still don’t know if we have a strategic plan.

CONFLICTS – I sensed some strife. When certain topics came up eyes looked down at the floor as if side-deals and conflicts were evident. When we received a conflict-of-interest statement, nobody explained what constitutes a conflict or when to disclose them.

SEATING – The table was long and narrow. People at one side seemed more important than others. There was a clique of commissioners who sat together because they came from a certain area, chatting during the meeting. Tent cards would have helped me learn who’s who and their responsibilities. Though staff attended, nobody asked their opinion. A few guests were present but they were not introduced and kept interrupting.

DIVERSITY – We all look about the same on this board. I sensed diversity was not an organizational value. Side-bar comments about particular members seemed disrespectful.

APPREHENSION – I looked forward to contributing through board service. My first meetings were uncomfortable. It would have been nice to have an orientation and a “board buddy” to answer questions. The term is three years, I’ll let you know if I stay.

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



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IAPD Announces New Hire

The Illinois Association of Park Districts announces the hiring of **Mitchell Remmert** as director of advocacy & strategic initiatives. Mitchell brings nearly a decade of legislative and local government experience to IAPD, having most recently

served as director of legislative affairs for the Illinois Municipal League.

Prior to this, Mitchell worked for the Office of the Illinois Senate President as a policy and budget analyst where he served as the primary staff liaison for the Local Government Committee.

Mitchell has a degree in political science from Bradley University, and lives in Petersburg with his wife Paige and their daughter and son. Mitchell and his family enjoy spending time outdoors, including camping, hiking, and canoeing.

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West Chicago Park District Announces New Hires



Karen Spandikow

The West Chicago Park District is pleased to announce that Karen Spandikow has been hired as the superintendent of recreation. Karen has over 20 years of experience in the recreation field and received her master's degree in recreation sport and Tourism from the University of Illinois. She is a certified park and recreation executive, aquatic facility operator, and a

lifeguard instructor. Committees Karen had been involved in include the IPRA Facility Management and Recreation Sections, Strategic Plan Advisory Committee, ProConnect, Kiwanis Club, Board of Regents for Professional Development School and more. She has also received the Aquatic Manager of the Year award in 2007 and Young Professional of the Year award in 2009 from IPRA. As the Superintendent of Recreation at the West Chicago Park District, she oversees all aspects of aquatics, programming, facility management, marketing, and special events.



Danielle Spence

The West Chicago Park District welcomes Danielle Spence as the new marketing & communications manager starting July 25, 2022.

Danielle is a graduate of University of Arkansas with a bachelor's degree in Technical Writing. She previously worked as a writer and editor on *The Forum* and is currently a grant writer for the Animal Rescue Foundation in Wheaton, Ill. At

the West Chicago Park District, Danielle is responsible for the creation and distribution of marketing materials, including website and social media development, advertisements, program mailers, sponsorships, and community outreach. Danielle's experience in journalism, technical writing and document design will help WCPD accomplish its mission and expand its programs, services, memberships, and facilities.

WEB XTRA

Geneva Park District Welcomes New Hires

Geneva Park District has welcomed **Laura Sprague** as its Marketing & Sponsorship Manager. Laura's career spans nearly 20 years and is centered around a passion for local storytelling and building community relations. Most recently, Laura served nearly five years in public education, directing communication strategies for Geneva Community Unit School District 304. During that time, she also volunteered in various leadership positions and provided support to fellow members through the industry's professional organization, the Illinois Chapter of the National School Public Relations Association (INSPRA). Prior to that, Laura garnered nearly 15 years of private sector experience in communications, journalism and marketing.



Adam Dagley has joined the Geneva Park District team as Peck Farm Park's Manager, where he is excited to share his passion for the outdoors and environmental education with people of all ages and abilities. Adam worked at Warrenville Park District for the past 11 years, garnering experience in a variety of areas including environmental education, park maintenance, and special events. He graduated from Western Illinois University with a Bachelor's of Science in Recreation, Park, and Tourism Administration Management.



Leah Hurwitz has joined Geneva Park District as Full-Time Recreation Coordinator, overseeing its Summer Camps and Kids' Zone before- and after-school programs. Leah brings recreation experience from her previous role as Program Supervisor at York Center Park District, where she oversaw its summer camps and kindergarten program. She also has experience teaching English as a second language in Israel following her graduation from the University of Missouri with a Bachelor of Science in Parks, Recreation and Tourism Leisure Service Management.



Plainfield Park District announces new hire

The Plainfield Park District recently announced the hiring of **Sue Rohner** as planning manager.

She is graduate of the University of Illinois with a bachelor's degree in Landscape Architecture and holds a Certified Arborist credential from the International Society of Arborists, while also working toward Landscape Architect (LA) state licensure. Sue comes to Plainfield after serving as the Senior Landscape Designer at Terra Engineering, where she provided LA production support, including 3D graphics, for a variety of projects and clients. Sue has a wealth of LA experience in public and private practice with an emphasis on parks and recreation in urban settings. Her diverse knowledge and skills include land planning, research, landscape design, low maintenance planting techniques, technical specs and bidding, project management, grant writing, presentation graphics, plan review and construction administration.



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