Putting People First

NEDSRA

Special Recreation Association

Board Packet

Wednesday, February 6, 2019
1770 West Centennial Place, Addison, Illinois

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

Putting People First
NEDSRA
Special Recreation Association
1770 W. Centennial Place, Addison, IL 60101-1076
Phone 630.620.4500 Fax 630.620.4598 www.nedsra.org

Agenda
Board of Trustees Regular Meeting
Wednesday, February 6, 2019, 1:30 PM, NEDSRA Office

1. **Call to Order** — **Chairman Friedrichs**
2. **Roll Call** — **Chairman Friedrichs**
3. **Introduction of Guests and Staff** — **Chairman Friedrichs**
4. **Public Comments** — **Chairman Friedrichs**
   a. For matters not on the Agenda. Limited to one, three-minute comment per person. Maximum 15 minutes.
5. **Approval of Meeting Minutes** — **Chairman Friedrichs**
   a. Approval of Board of Trustees Regular Meeting Minutes – December 6, 2018 — **Voice Vote**
6. **Comments and Communications** — **Executive Director Poole**
7. **Consent Agenda – Financial Reports** — **Chairman Friedrichs**
   a. Ratify NEDSRA Disbursements and Financial Statements – Periods Ending November 30, 2018 and December 31, 2018 — **Roll Call Vote**
8. **Chairman of the Board Comments** — **Chairman Friedrichs**
9. **Agency Report** — **Executive Director Poole**
10. **Unfinished Business** — **Chairman Friedrichs**
    a. December 2019 Board of Trustees meeting location, Glendale Lakes Golf Club — **Voice Vote**
11. **New Business** — **Chairman Friedrichs**
    a. New registration software – discussion and recommendation — **Executive Director Poole & Superintendent Barton**
       i. New registration software approval — **Roll Call Vote**
12. **Board of Trustees Comments** — **Chairman Friedrichs**
13. **Next Meeting Date:** March 6, 2019 — **Chairman Friedrichs**
14. **Adjournment** — **Chairman Friedrichs**

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BOARD OF TRUSTEES REGULAR MEETING MINUTES

Thursday, December 6, 2018

1. **Call to Order:** Chairperson Friedrichs called the meeting to order at 4:02 p.m.

2. **Roll Call:** The following Roll Call was taken:

   Members Present: Waseem Kahn, Addison Park District
   Tim White, Butterfield Park District
   Keith Knautz, Village of Glendale Heights (4:04 p.m.)
   Maryfran Leno, Itasca Park District
   Paul Friedrichs, Lombard Park District
   Cathy Fallon, Oakbrook Terrace Park District
   Greg Gola, Village of Villa Park
   Matt Ellmann, Wood Dale Park District

   Members Absent: Joe Vallez, Bensenville Park District
   Bruce Baum, Medinah Park District
   John Bealer, Village of Schiller Park

   Staff Present: Rick Poole, Executive Director
   Jerry Barton, Superintendent of Recreation
   Sue Martellotta, Executive Assistant to the Director/HR
   Kristen Chereso, Marketing & Communications Manager
   Lara Batten, Accountant, Lauterbach & Amen, Business Services

3. **Introduction of Guests and Staff**: None

4. **Public Comments:** None

5. **Approval of Meeting Minutes:**
   a. Chairperson Friedrichs requested a motion to approve Board of Trustees regular meeting minutes of November 14, 2018. Motion to approve was made by Trustee Gola and a second made by Trustee Fallon. There being no discussion, motion passed unanimously on a voice vote with 7 ayes and 0 nays.

6. **Comments and Communications:** Director Poole noted the PDRMA Loss Control result of 96.79% that is in the Board Packet and thanked staff for their efforts on this achievement. The Director also pointed out the 2019 Meeting and Event calendar in the packet, the upcoming fundraisers and the newspaper article from the NAPF awards in which two of NEDSRA staff attended.

7. **Consent Agenda – Ratify NEDSRA Financial Statements:**
   a. Chairperson Friedrichs requested a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending October 31, 2018. The motion was made by Trustee Knautz and seconded by Trustee Ellmann. On a roll call vote, voting aye: Trustee White, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Ellmann, Wood Dale Park District; Trustee Kahn, Addison Park District. Motion passed with 8 ayes and 0 nays.

8. **Chairperson of the Board Comments:** Chairperson Friedrichs wished everyone happy and safe holidays and thanked staff for the planning of the Member Partner Holiday Gathering.

9. **Agency Report:** Director Poole gave an update on the state grant reporting and again noted the Loss Control Review results. He also wished everyone happy holidays.

10. **Unfinished Business:** None.

11. **New Business:** None.

12. **Board of Trustees Comments:** Trustee Kahn remarked on what an excellent event the Holiday Party with Santa was.

13. **Next Meeting Date:** Wednesday, February 6, 2019, 1:30 PM at the NEDSRA office.

14. **Adjournment:** Chairperson Friedrichs stated that there was no further business before the NEDSRA Board of Trustees and requested a motion to adjourn. A motion was made by Trustee Gola and a second by Trustee Fallon. The motion passed unanimously on a voice vote with 8 ayes and no nays. The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Susan Martellotta, Recording Secretary

Paul Friedrichs, Chairperson

Matthew Ellmann, Board Secretary

FINANCIALS NARRATIVE

To: NEDSRA Board of Trustees
From: Lara Batten, Business Services
Date: January 4, 2019
Re: Financial Statements for Period Ending 11/30/2018

Revenue is tracking behind prior year November primarily due to timing of Member Partner Contributions.

Expenditures are tracking in line with budget. The Van Repair account is showing a negative balance, due to an insurance reimbursement from PDRMA in the amount of $8,886.74 for repairs. The repair costs will be expended in December and January.

	11/30/2018 YTD Actual	2018/19 Budget	11/30/2017 YTD Actual
Revenue	$1,376,591.75	$2,346,609	$1,431,001.98
Expenses	$1,301,229.32	$2,242,153	$1,249,937.51
Net Revenue/Expenses *	**$75,362.43**	**$104,456**	**$181,064.47**

General Fund	11/30/2018 YTD Actual	2018/19 Budget
Beginning Balance	$1,019,469.71	$1,019,469.71
*** Increase/Decrease**	$75,362.43	$104,456
Ending General Fund Balance (Unaudited)	**$1,094,832.14**	**$1,123,925.71**

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Disbursements

Period Ending 11/30/2018

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Northeast DuPage Special Recreation Association
Check List
All Bank Accounts
November 1, 2018 - November 30, 2018

Check Number	Check Date	Payee		Amount
Vendor Checks				
40381	11/19/18	Julia Galeria		401.59
51727	11/30/18	Verizon Wireless		(209.69)
51840	11/29/18	Corso, Beth		(180.00)
51990	11/01/18	Addison Park District		1,088.08
51991	11/01/18	Addison, Village of		254.78
51992	11/01/18	ComEd		1,278.89
51993	11/01/18	Konica Minolta Business Solutions, Inc.		126.45
51994	11/01/18	WDSRA		23,560.38
51995	11/08/18	Dimensions in Sound		350.00
51996	11/08/18	Park District Risk Management Agency		14,581.55
51997	11/08/18	TechPro, Inc.		1,200.00
51998	11/08/18	Warehouse Direct Workplace Solutions		1,171.53
51999	11/15/18	Ashley, Lisa		640.00
52000	11/15/18	AT&T		165.07
52001	11/15/18	NICOR		322.90
52002	11/15/18	Lauterbach & Amen, LLP		4,583.33
52003	11/15/18	Lombard Park District		9,163.74
52004	11/15/18	Miller, Lori Gorden		40.00
52005	11/15/18	Morong, Dawn		90.00
52006	11/15/18	TechPro, Inc.		1,068.50
52007	11/15/18	Villa Park, Village of		59,336.48
52008	11/20/18	A. Garcia Landscaping, Inc.		750.00
52009	11/20/18	Addison Police Department		10.00
52010	11/20/18	Alexian Brothers Corporate Health Svcs		85.00
52011	11/20/18	SEASPAR		72.00
52012	11/20/18	Will Enterprises		2,247.15
52013	11/20/18	Sandra Pereira		99.00
52014	11/29/18	ComEd		1,093.99
52015	11/29/18	Jensen's Plumbing & Heating, INC		374.89
52016	11/29/18	Kiwanis Club of Addison		200.00
52017	11/29/18	Konica Minolta Business Solutions, Inc.		162.51
52018	11/29/18	Lauterbach & Amen, LLP		4,583.33
52019	11/29/18	Performing Arts at Metropolis		154.00
52020	11/29/18	Robbins Schwartz Nicholas Lifton & Taylor		75.00
52021	11/29/18	Sams Club Direct		212.27
52022	11/29/18	Villa Park, Village of		10,233.00
050417	11/30/18	EASYPERMIT Postage		(742.27)
11/14/2018	11/14/18	WageWorks		104.00
11/15/2018	11/15/18	AFLAC		20.04
11/23/2018	11/23/18	Paychex		69.45
11/23/2018	11/23/18	Paychex		365.59
11/30/2018	11/30/18	BMO Harris P-Card		27,980.89
11/9/2018	11/09/18	Paychex		69.45
11/9/2018	11/09/18	Paychex		369.49
			Vendor Check Total	167,622.36
			Check List Total	167,622.36

Check count = 44

Northeast DuPage Special Recreation Association
Check Register
All Bank Accounts
November 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Julia Galeria				40381	11/19/18	401.59
51200	Payroll:Part Time Wages & Salaries	Pay Period 07/08 - 07/21/2018	401.59			
Verizon Wireless				51727	11/30/18	(209.69)
58100	Utilities: Telephones/Internet	VOID VOID VOID	-209.69			
Corso, Beth				51840	11/29/18	(180.00)
53602	AID	VOID VOID VOID	-180.00			
Addison Park District				51990	11/01/18	1,088.08
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	August Fuel - Inv # 20-923	1,088.08			
Addison, Village of				51991	11/01/18	254.78
58400	Utilities:Water	Addison, Village of - Acct # 13927000	254.78			
ComEd				51992	11/01/18	1,278.89
58200	Utilities:Electricity	ComEd (Service Period 9/21 - 10/22/18)	1,278.89			
Konica Minolta Business Solutions, Inc.				51993	11/01/18	126.45
54400	Maintenance/Contractual Agreements	(Service Period 9/19 - 10/18)	126.45			
WDSRA				51994	11/01/18	23,560.38
58700	Synergy Expenses	Amended FY 18-19 Budget	23,560.38			
Dimensions in Sound				51995	11/08/18	350.00
54302	AID	Halloween Masquerade Dance - DJ Services	350.00			
Park District Risk Management Agency				51996	11/08/18	14,581.55
51600	Payroll:Health Insurance	Inv # 1018139H - October 2018	14,581.55			
TechPro, Inc.				51997	11/08/18	1,200.00
53900	Professional Consultants	TechPro, Inc. - Inv # 246449	1,200.00			
Warehouse Direct Workplace Solutions				51998	11/08/18	1,171.53
53400	Office Supplies & Duplicating	Account # 142931 - Multiple Invoices	775.71			
58500	Maintenance Expenses	Account # 142931 - Multiple Invoices	395.82			
Ashley, Lisa				51999	11/15/18	640.00
54305	TREC/School/CA	October 2018 Lessons	640.00			
AT&T				52000	11/15/18	165.07
58100	Utilities: Telephones/Internet	Inv # 630916686010	165.07			
NICOR				52001	11/15/18	322.90
58300	Utilities:Natural Gas	Acct # 40-60-14-9669 4	322.90			
Lauterbach & Amen, LLP				52002	11/15/18	4,583.33
54100	Business Services - Contract	Inv # 31442	4,583.33			

Northeast DuPage Special Recreation Association
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November 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Lombard Park District				52003	11/15/18	9,163.74
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Lombard Park District	9,163.74			
Miller, Lori Gorden				52004	11/15/18	40.00
56100	Professional Memberships	Partial Reimbursement for Annual Certification Dues	40.00			
Morong, Dawn				52005	11/15/18	90.00
54300	Contractual Services:Admin/General	F18-1117 3 PiYo Yoga Sessions	90.00			
TechPro, Inc.				52006	11/15/18	1,068.50
53900	Professional Consultants	Inv # 246671	900.00			
53900	Professional Consultants	Inv # 246670	168.50			
Villa Park, Village of				52007	11/15/18	59,336.48
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Playgorund Materials & Construction	57,626.48			
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Playground Materials	1,710.00			
A. Garcia Landscaping, Inc.				52008	11/20/18	750.00
58500	Maintenance Expenses	Lawn Maintenance for 2018	750.00			
Addison Police Department				52009	11/20/18	10.00
54400	Maintenance/Contractual Agreements	Inv # 51233	10.00			
Alexian Brothers Corporate Health Svcs				52010	11/20/18	85.00
58910	Risk Management	Inv # 666908	85.00			
SEASPAR				52011	11/20/18	72.00
53605	TREC/School/CA	Bowling Fun Day - 12 TREC Participants	72.00			
Will Enterprises				52012	11/20/18	2,247.15
43730	Restricted Contribution/Donations: Individual - Restricted	Order Approval # 269256 - Basketball Uniforms	1,415.00			
53650	Program Equipment	Order Approval # 269256 - Basketball Uniforms	832.15			
Sandra Pereira				52013	11/20/18	99.00
42200	AID	F18-1121 Traveling Tourist - Take 2 Program Refund	99.00			
ComEd				52014	11/29/18	1,093.99
58200	Utilities:Electricity	ComEd - 10/22 - 11/20	1,093.99			
Jensen's Plumbing & Heating, INC				52015	11/29/18	374.89
58500	Maintenance Expenses	Jensen's Plumbing - Inv # J26182	374.89			
Kiwanis Club of Addison				52016	11/29/18	200.00
56100	Professional Memberships	Kiwanis Club of Addison - Membership Dues	200.00			

Northeast DuPage Special Recreation Association
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November 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Konica Minolta Business Solutions, Inc.				52017	11/29/18	162.51
54400	Maintenance/Contractual Agreements	Konica Business Solutions - Inv # 9005151568	162.51			
Lauterbach & Amen, LLP				52018	11/29/18	4,583.33
54100	Business Services - Contract	Lauterbach & Amen, LLP - October Service	4,583.33			
Performing Arts at Metropolis				52019	11/29/18	154.00
53605	TREC/School/CA	School Group Theater Admissions	154.00			
Robbins Schwartz Nicholas Lifton & Taylor				52020	11/29/18	75.00
53800	Legal Services	Robbins Schwartz - October	75.00			
Sams Club Direct				52021	11/29/18	212.27
53500	Program Supplies	Sams Club Direct - Inv # 000080	179.88			
56000	Continuing Education	Sams Club Direct - Inv # 001712	32.39			
Villa Park, Village of				52022	11/29/18	10,233.00
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Additional Playground Materials & Construction	10,233.00			
EASYPERMIT Postage				050417	11/30/18	(742.27)
53100	Postage Expense	VOID VOID VOID***	-742.27			
WageWorks				11/14/2018	11/14/18	104.00
51600	Payroll:Health Insurance	To record WageWorks November Payment	104.00			
AFLAC				11/15/2018	11/15/18	20.04
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	Inv # 070206	20.04			
Paychex				11/23/2018	11/23/18	69.45
54000	Payroll Services - Contract	Paychex - 11/23/2018 Payroll	69.45			
Paychex				11/23/2018	11/23/18	365.59
54000	Payroll Services - Contract	Paychex - 11/23/2018 Payroll	365.59			
BMO Harris P-Card				11/30/2018	11/30/18	27,980.89
12300	Prepaid Expenses	Golf Marathon 2019	500.00			
12300	Prepaid Expenses	Texas Trip Insuarnce	59.00			
12300	Prepaid Expenses	Texas Trip Rental - 1st Payment	1,438.25			
46000	Misc. Income	BMO Harris P-Card	95.00			
53100	Postage Expense	BMO Harris P-Card	6.70			
53300	Meeting Related Expenses	BMO Harris P-Card	121.77			
53400	Office Supplies & Duplicating	BMO Harris P-Card	93.43			
53501	Program Supplies:Rec Special Events	BMO Harris P-Card	223.03			
53502	Program Supplies:AID	BMO Harris P-Card	1,616.08			
53503	Program Supplies:APD/YAR	BMO Harris P-Card	113.84			
53504	Program Supplies:Youth & Sensory	BMO Harris P-Card	162.16			
53505	Program Supplies:TREC/School/CA	BMO Harris P-Card	867.01			

Northeast DuPage Special Recreation Association
Check Register
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November 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
53506	Program Supplies:Special Olympics	BMO Harris P-Card	46.32			
53520	Inclusion Staff Supplies	BMO Harris P-Card	68.99			
53602	AID	BMO Harris P-Card	874.15			
53604	Youth & Sensory	BMO Harris P-Card	73.50			
53605	TREC/School/CA	BMO Harris P-Card	1,071.90			
53606	Special Olympics	BMO Harris P-Card	759.97			
53608	Trips	BMO Harris P-Card	10,937.56			
53650	Program Equipment	BMO Harris P-Card	589.15			
55050	Printed Marketing	BMO Harris P-Card	91.48			
55100	Legal Publications	BMO Harris P-Card	6.00			
55150	Digital Marketing	BMO Harris P-Card	620.49			
55180	Promotional Marketing	BMO Harris P-Card	1,243.64			
55200	Subscription & Publication	BMO Harris P-Card	113.98			
56000	Continuing Education	BMO Harris P-Card	2,853.66			
56100	Professional Memberships	BMO Harris P-Card	1,932.99			
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	140.26			
58100	Utilities: Telephones/Internet	BMO Harris P-Card	209.66			
58500	Maintenance Expenses	BMO Harris P-Card	29.98			
58930	Miscellaneous Expenses:Director's Administ. Fund	BMO Harris P-Card	737.84			
58940	Miscellaneous Expenses:Employee Recognition/Relations	BMO Harris P-Card	51.60			
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	BMO Harris P-Card	231.50			
Paychex				11/9/2018	11/09/18	69.45
54000	Payroll Services - Contract	Inv # 98080	69.45			
Paychex				11/9/2018	11/09/18	369.49
54000	Payroll Services - Contract	Inv # 98075	369.49			
					Check List Total	167,622.36

NEDSRA PCard Detail PE 11/27/2018

Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total	Cardholder - Forename	Cardholder - Surname
11/08/2018	Salt Creek Golf Club	Golf Marathon 2019	12300	500.00		Kristen	Chereso
11/20/2018	Csa - Damage Insurance	Deep int the Heart of Texas Home Rental Insurance	12300	59.00		Beth	Corso
11/20/2018	Yps*homeaway Ha-Pjyrzm	Deep in the Heart of Texas Home Rental-1st payment	12300	1,438.25	1,997.25	Beth	Corso
11/11/2018	Mayor S Community Char	Reinbursed	46000	95.00	95.00	Kristen	Chereso
11/09/2018	Usps.Com Clicknship	Overnight Brochure Proof	53100	6.70	6.70	Susan J	Martellotta
11/02/2018	Amzn Mktp Us*m81k55xz2	Member Partner Party Materials	53300	41.99		Kristen	Chereso
11/02/2018	Amzn Mktp Us*m81og5xs0	Member Partner Party Materials	53300	55.80		Kristen	Chereso
11/02/2018	Amzn Mktp Us*m88z02xj1	Member Partner Party Materials	53300	23.98	121.77	Kristen	Chereso
11/12/2018	Sp * Desktopsupplies	Card Stock	53400	93.43		Susan J	Martellotta
11/15/2018	Paypal *aorollershu		53400	(93.47)		Nora	Sandoval
11/15/2018	Paypal *aorollershu		53400	93.47	93.43	Nora	Sandoval
11/02/2018	Amzn Mktp Us*m89i22xy1	Holiday Party with Santa Materials	53501	7.93		Kristen	Chereso
11/02/2018	Amzn Mktp Us*m81og5xs0	Holiday Party with Santa	53501	15.70		Kristen	Chereso
11/02/2018	Amzn Mktp Us*m88z02xj1	Holiday Party with Santa	53501	71.22		Kristen	Chereso
11/15/2018	Wm Supercenter #5442	Event and Sensory Room Supplies	53501	5.94		Sean	Fritsch
11/07/2018	Amzn Mktp Us*m88yx98p2	Program Craft Supplies	53501	6.99		Sean	Fritsch
11/06/2018	Wm Supercenter #5442	Event Supplies	53501	32.28		Sean	Fritsch
11/07/2018	Dollar Tree	Program Supplies	53501	38.00		Sean	Fritsch
11/15/2018	Amzn Mktp Us*m89x447c2	Program Craft Supplies	53501	44.97	223.03	Sean	Fritsch
11/17/2018	Wm Supercenter #5442	FNF Social Club Supplies	53502	25.12		Jacob	Boyko
10/26/2018	McDonald S M5601 Of	Halloween Ball Costume Prizes	53502	20.00		Colleen	Cline
10/30/2018	Dd/Br #336651 Q35	Snack	53502	12.31		Amanda	Hagen
11/14/2018	Hobby-Lobby #0177	Fitness Supllies	53502	27.25		Amanda	Hagen
10/29/2018	Michaels Stores 9176	Art Supplies	53502	28.00		Amanda	Hagen
11/20/2018	Tst* Granny S Restaura	Lunch for ppts/staff for Lunch and Cinema	53502	84.40		Carrie	Henry
11/17/2018	Boston Market 0309	Turkey for the ALL Thanksgiving Social	53502	242.94		Mindy	Jack
10/31/2018	Target 00008375	Line 1: Traveling Tourists program supplies Line 2: Sensory Sma	53502	6.00		Tessa	Longo
11/01/2018	Wal-Mart #5442	Line 1: Traveling Tourists program supplies Line 2: Sensory Sma	53502	41.06		Tessa	Longo
10/28/2018	Wm Supercenter #5442	SNL Supplies	53502	3.96		Debbi	Pawinski
10/29/2018	Dollar Tree	SLC Supplies	53502	5.00		Debbi	Pawinski
10/28/2018	Wal-Mart #5442	SNL Supplies	53502	30.00		Debbi	Pawinski
11/12/2018	Wm Supercenter #5442	Bowl Appetit	53502	34.84		Debbi	Pawinski
10/26/2018	Little Caesars 2014 00	Bowl Appetit	53502	60.50		Debbi	Pawinski
10/28/2018	Wm Supercenter #5442	SLC Supplies	53502	75.84		Debbi	Pawinski
11/01/2018	Billys Of Addison	Bowl Appetit	53502	84.87		Debbi	Pawinski
11/15/2018	Popeyes Addison	Bowl Appetit	53502	86.89		Debbi	Pawinski
11/12/2018	Wm Supercenter #5442	SNC Supplies	53502	51.58		Sharon	Pearce

NEDSRA PCard Detail PE 11/27/2018

Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total	Cardholder - Forename	Cardholder - Surname
11/18/2018	Nardi S Tower Of Pizza	Bowling Bonanza Meals	53502	81.00		Sharon	Pearce
11/03/2018	2 - Lou Malnatis Pizze	SNC Dinner	53502	196.00		Sharon	Pearce
11/08/2018	Kagg Lounge	Participants' Meal	53502	112.81		Sarah	Wood
11/03/2018	Amada S Cafe	Participants' Meal	53502	145.71		Sarah	Wood
11/02/2018	Pilot Petes	Participants' Meal	53502	160.00	1,616.08	Sarah	Wood
11/18/2018	Amzn Mktp Us*m88cz5y11	Holiday Happenings Participant Supplies	53503	5.99		A Maggie	Goode
11/16/2018	Amazon.Com*m82r32rl0	Holiday Happenings Participant Supplies	53503	10.48		A Maggie	Goode
11/19/2018	Amzn Mktp Us*m88x53y10	Holiday Happenings Participant Supplies	53503	85.75		A Maggie	Goode
11/14/2018	Wal-Mart #5442	Fitness Supplies	53503	11.62	113.84	Amanda	Hagen
11/15/2018	Wm Supercenter #5442	Event and Sensory Room Supplies	53504	12.96		Sean	Fritsch
10/30/2018	Wal-Mart #1553	Participants' Meal Supplies	53504	27.27		Sean	Fritsch
10/30/2018	Fruitful Yield	Participants' Meal Supplies	53504	37.04		Sean	Fritsch
11/01/2018	Wal-Mart #5442	Line 1: Traveling Tourists program supplies Line 2: Sensory Sma	53504	5.27		Tessa	Longo
10/31/2018	Target 00008375	Line 1: Traveling Tourists program supplies Line 2: Sensory Sma	53504	8.78		Tessa	Longo
10/31/2018	Five Below 719	Line: 1 Sensory Smarts program supply Line: 2 Sensory Station	53504	16.00		Tessa	Longo
11/14/2018	Wal-Mart #5442	Line 1: Sensory Station Room Equipment Line 2: Sensory Smar	53504	17.34		Tessa	Longo
11/17/2018	Jewel-Osco	Participants' Meal Supplies	53504	6.59		Sarah	Wood
11/17/2018	Gfs Store #0200	Participants' Meal Supplies	53504	30.91	162.16	Sarah	Wood
10/29/2018	Jonamac Orchard Inc	EXCEL Supplies	53505	7.07		Colleen	Cline
10/29/2018	Jonamac Orchard Inc	EXCEL Supplies	53505	30.30		Colleen	Cline
10/29/2018	Jonamac Orchard Inc	EXCEL Supplies	53505	39.04		Colleen	Cline
11/07/2018	Wm Supercenter #5442	D89 Art Therapy Supplies	53505	6.97		Beth	Corso
11/15/2018	Wm Supercenter #5442	Traveling Tourists Take 2 Supplies	53505	11.88		Beth	Corso
11/08/2018	The Home Depot #1916	D93 Art Therapy Supplies	53505	15.94		Beth	Corso
11/10/2018	Jewel-Osco	TREC Participant Supplies	53505	8.30		Megan	Czachorski
11/08/2018	Wendys #11340	TREC Participant Supplies	53505	25.49		Megan	Czachorski
11/08/2018	Wal-Mart #5442	TREC Participant Supplies	53505	28.71		Megan	Czachorski
11/07/2018	Dollar Tree	Program Supplies	53505	12.00		Sean	Fritsch
11/13/2018	Wal-Mart #5442	EXCEL Special Supplies	53505	35.49		A Maggie	Goode
11/08/2018	Amzn Mktp Us*m82yg18k1	EXCEL Special Participant Supplies	53505	99.40		A Maggie	Goode
11/07/2018	Wm Supercenter #5442	Cooking Basics Supplies	53505	28.69		Robert	Griffin
11/16/2018	Wm Supercenter #5442	FNR Supplies	53505	29.96		Robert	Griffin
10/27/2018	Dollar Tree	Bingo Night Supplies	53505	30.00		Robert	Griffin
10/31/2018	Wm Supercenter #5442	Cooking Basics Supplies	53505	35.04		Robert	Griffin
11/14/2018	Wm Supercenter #5442	Cooking Basics Supplies	53505	35.93		Robert	Griffin
11/10/2018	Wm Supercenter #5442	Guys Day Out- bears Tailgate Party supplies	53505	88.62		Robert	Griffin
10/27/2018	Wm Supercenter #5442	Bingo Night Supplies	53505	102.76		Robert	Griffin

NEDSRA PCard Detail PE 11/27/2018

Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total	Cardholder - Forename	Cardholder - Surname
11/08/2018	Wal-Mart #5442	ART Lunch supplies	53505	17.37		Lori	Miller
11/14/2018	Wal-Mart #5442	ART project and lunch supplies	53505	75.37		Lori	Miller
11/11/2018	Redbox *dvd Rental	TREC Program Supplies	53505	1.84		Kristen	Robertson
11/07/2018	Wal-Mart #5442	TREC Participant Supplies	53505	12.82		Kristen	Robertson
11/12/2018	Wal-Mart #5442	TREC Participant Supplies	53505	17.78		Kristen	Robertson
10/29/2018	Dollar Tree	TREC Program Supplies	53505	23.65		Kristen	Robertson
11/03/2018	Aldi 40028	TREC Participant Supplies	53505	46.59	867.01	Kristen	Robertson
11/03/2018	Domino S 2817	Pizza's for S.O. Flag Football team	53506	46.32	46.32	Carrie	Henry
11/03/2018	Amzn Mktp Us*m88oa7vf1	Misc. Inclusion Supplies	53520	10.99		Colleen	Cline
11/01/2018	Five Below 712	Hammerschmidt Inclusion Supplies	53520	58.00	68.99	Colleen	Cline
11/06/2018	Marcus Addison Cine Bo	Movie Tickets Returned	53602	(15.00)		Amanda	Hagen
11/06/2018	Stardust Bowl Of A	DT Bowling Admissions	53602	20.25		Amanda	Hagen
11/14/2018	Wm Supercenter #5442	TT Pro. Supplies	53602	66.91		Amanda	Hagen
11/05/2018	Marcus Addison Cine Bo	Movie Admissions	53602	90.00		Amanda	Hagen
11/01/2018	Laugh Out Loud	Admissions	53602	180.00		Amanda	Hagen
11/27/2018	Fandango.Com	Tickets for Lunch and Cinema	53602	45.00		Carrie	Henry
11/20/2018	Marcus Addison Cine Bo	Tickets for Lunch and Cinema	53602	45.00		Carrie	Henry
11/08/2018	Charlestowne 18 Movies	Traveling Tourists program admissions	53602	72.00		Tessa	Longo
11/08/2018	Ihop #5409	Traveling Tourists Participant Meals Supply	53602	159.74		Tessa	Longo
11/01/2018	Stardust Bowl Of A	Bowl Appetit	53602	31.50		Debbi	Pawinski
11/15/2018	Stardust Bowl Of A	Bowl Appetit	53602	38.25		Debbi	Pawinski
11/18/2018	Stardust Bowl Of A	Bowling Bonanza Admissions	53602	106.75		Sharon	Pearce
11/08/2018	Stardust Bowl Of A	Participants' Admission	53602	33.75	874.15	Sarah	Wood
10/29/2018	Goebberts Pumpkin Patc	EXCEL Admissions	53604	73.50	73.50	Sean	Tovey
11/10/2018	Fandango.Com	TREC Program Admissions	53605	24.80		Megan	Czachorski
11/10/2018	Fandango.Com	TREC Program Admissions	53605	55.80		Megan	Czachorski
11/15/2018	Safari Land	TREC Program Admissions	53605	58.80		Megan	Czachorski
11/13/2018	Stardust Bowl Of A	EXCEL Special Participant Admissions	53605	236.75		A Maggie	Goode
11/09/2018	We Rock The Spectrum	EXCEL Admissions	53605	80.00		Amanda	Hagen
10/26/2018	Goebberts Pumpkin Patc	Indian Trail Excel	53605	210.00		Carrie	Henry
10/31/2018	Five Below 719	Line: 1 Sensory Smarts program supply Line: 2 Sensory Station	53605	9.00		Tessa	Longo
10/30/2018	Goebberts Pumpkin Patc	Pumpkin Patch EXCEL admissions	53605	189.00		Tessa	Longo
11/05/2018	Stardust Bowl Of A	TREC Participant Admissions	53605	26.75		Kristen	Robertson
11/01/2018	Act*dupage Forest	TREC Program Admissions	53605	30.00		Kristen	Robertson
11/07/2018	Enchanted Castle - Il	TREC Participant Admissions	53605	60.00		Kristen	Robertson
11/12/2018	Village Of Bensenville	TREC Participant Movie Admissions	53605	91.00	1,071.90	Kristen	Robertson
11/04/2018	Park Inn By Radisson	Rooms for State Flag Football Tournament	53606	111.99		Carrie	Henry

NEDSRA PCard Detail PE 11/27/2018

Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total	Cardholder - Forename	Cardholder - Surname
11/04/2018	Park Inn By Radisson	Rooms for State Flag Football Tournament	53606	111.99		Carrie	Henry
11/04/2018	Park Inn By Radisson	Rooms for State Flag Football Tournament	53606	111.99		Carrie	Henry
11/03/2018	Wood Dale Bowl	Huskies Bowling Admissions	53606	135.00		Sharon	Pearce
10/27/2018	Wood Dale Bowl	Huskies Bowling Admission	53606	289.00	759.97	Sharon	Pearce
10/31/2018	American	PPT Fees Caribbean Cruise Admission	53608	100.00		Beth	Corso
11/02/2018	Ncl Reservations Usd	PPT Fees Caribbean Cruise Admission	53608	10,837.56	10,937.56	Beth	Corso
10/30/2018	Amzn Mktp Us*m84tr81t2	Special Olympics Equipment	53650	35.00		A Maggie	Goode
11/04/2018	Amzn Mktp Us*m82gt5mi1	Special Olympics Equipment	53650	109.30		A Maggie	Goode
11/03/2018	Amzn Mktp Us*m87ls3ve0	Special Olympics Equipment	53650	109.70		A Maggie	Goode
11/04/2018	Amzn Mktp Us*m83ov2m72	Special Olympics Equipment	53650	280.61		A Maggie	Goode
11/14/2018	Wal-Mart #5442	Line 1: Sensory Station Room Equipment Line 2: Sensory Smar	53650	20.73		Tessa	Longo
11/21/2018	Wm Supercenter #5442	Sensory Station Room Equipment	53650	33.81	589.15	Tessa	Longo
10/30/2018	Wal-Mart #5442	Public Outreach Supplies	55050	91.48	91.48	Sean	Fritsch
11/17/2018	4te*ilsecofstatesfee	Certificate of Good Standing	55100	1.00		Susan J	Martellotta
11/17/2018	4te*sosbs Certs Not Fo	Certificate of Good Standing	55100	5.00	6.00	Susan J	Martellotta
11/08/2018	Facebk 3hpxdj6gu2	Facebook Ad	55150	39.21		Kristen	Chereso
11/23/2018	Amazon.Com*m05mq5fw2	Marketing Camera	55150	581.28	620.49	Kristen	Chereso
11/23/2018	Amazon.Com*m05mq5fw2	Marketing Camera	55180	1,243.64	1,243.64	Kristen	Chereso
11/04/2018	Stk*bigstockphoto.Com	Subscription	55200	59.00		Kristen	Chereso
10/29/2018	Adobe *creative Cloud	Adobe Subscription	55200	29.99		Susan J	Martellotta
11/05/2018	Signupgenius		55200	24.99	113.98	Nedsra	Nedsra1
11/06/2018	Illinois Association O	IPRA Conference Registration	56000	300.00		Jerry	Barton
11/09/2018	Wal-Mart #5442	Staff Development	56000	12.13		Kristen	Chereso
11/13/2018	Jimmy Johns - 1759	Staff Development	56000	94.98		Kristen	Chereso
11/01/2018	Ipra	Early Childhood Education Session	56000	9.00		Colleen	Cline
11/14/2018	Illinois Association O	IPRA Conference Registration	56000	245.00		Colleen	Cline
11/15/2018	Illinois Association O	IPRA Conference Registration	56000	300.00		A Maggie	Goode
11/06/2018	Illinois Association O	IPRA Conference Registration	56000	300.00		Amanda	Hagen
11/06/2018	Illinois Association O	IPRA Conference Registration	56000	300.00		Carrie	Henry
11/06/2018	Illinois Association O	IPRA Conference Registration	56000	300.00		Tessa	Longo
11/13/2018	Illinois Association O	IPRA Conference Registration	56000	245.00		Susan J	Martellotta
11/15/2018	Wpy*a Long Swim	Team Building Speaker	56000	257.55		Susan J	Martellotta
11/01/2018	Illinois Association O	IPRA Conference Registration	56000	245.00		Lori	Miller
11/01/2018	Illinois Association O	IPRA Conference Registration	56000	245.00	2,853.66	Sean	Tovey
10/31/2018	Ipra	IPRA Annual Membership	56100	264.00		Colleen	Cline
11/08/2018	Amazon Prime	Prime Membership	56100	12.99		A Maggie	Goode
11/01/2018	Ipra	IPRA Annual Membership	56100	264.00		A Maggie	Goode

NEDSRA PCard Detail PE 11/27/2018

Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total	Cardholder - Forename	Cardholder - Surname
11/01/2018	Ipra	IPRA Annual Membership	56100	300.00		Amanda	Hagen
11/05/2018	Ipra	IPRA Annual Membership	56100	264.00		Tessa	Longo
11/01/2018	Ipra	IPRA Annual Membership	56100	264.00		Lori	Miller
11/01/2018	Ipra	IPRA Annual Membership	56100	264.00		Sean	Tovey
11/01/2018	Ipra	IPRA Annual Membership	56100	300.00	1,932.99	Sean	Tovey
11/04/2018	Bp#9656737ml & Rj Iqps	Gas for State Flag Football Tournament	57100	20.26		Carrie	Henry
11/21/2018	Il Tollway Auto Replen	IPASS Replenish	57100	40.00		Susan J	Martellotta
10/30/2018	Il Tollway Auto Replen	IPASS Replenish	57100	40.00		Susan J	Martellotta
10/26/2018	Il Tollway Auto Replen	IPASS Replenish	57100	40.00	140.26	Susan J	Martellotta
11/13/2018	Vzwrlss*my Vz Vb P	Telephone	58100	209.66	209.66	Susan J	Martellotta
11/08/2018	Lens Ace Hdwe	Ice Melts for Building Maintenance	58500	29.98	29.98	Beth	Corso
11/13/2018	Paypal *the Napf	NAPF Attendance for 2 NEDSRA staff	58930	130.00		Jerry	Barton
11/12/2018	Sq *sq *axeplosion	Staff Development	58930	367.84		Jerry	Barton
11/08/2018	Mayor S Community Char	Community Support	58930	100.00		Kristen	Chereso
11/02/2018	Mayor S Community Char	Community Support	58930	100.00		Kristen	Chereso
11/14/2018	Paypal *lemontparkd	Executive Director Lunch Meeting	58930	40.00	737.84	Rick	Poole
11/20/2018	Amzn Mktp Us*m02ft7fq1	Holiday party Supplies	58940	22.85		Beth	Corso
11/20/2018	Amzn Mktp Us*m04yy3o20	Holiday Party Supplies	58940	28.75	51.60	Beth	Corso
11/01/2018	Custom Promos	State Qualifier Shirts	61300	231.50	231.50	Sean	Tovey
				27,980.89	27,980.89		

Putting People First

NEDSRA

Special Recreation Association

Consolidated Monthly Financial Statements Period Ending 11/30/2018

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

Northeast DuPage Special Recreation Association
Balance Sheet
As of November 30, 2018 and 2017

	November 30, 2018	November 30, 2017	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 57,686.40	$ 120,204.72	$ (62,518.32)	-52.01%
MB Financial - Payroll #4979	3,310.42	2,118.01	1,192.41	56.30%
Petty Cash	1,725.00	1,725.00	0.00	0.00%
Prepaid Expenses	1,997.25	975.00	1,022.25	104.85%
Accounts Receivable	32,052.77	83,368.81	(51,316.04)	-61.55%
MB Financial - MM #9401	665,253.55	582,137.12	83,116.43	14.28%
Maxsafe Wintrust - MM #2599	1,024,971.76	1,023,947.36	1,024.40	0.10%
Total Assets	$ 1,786,997.15	$ 1,814,476.02	$ (27,478.87)	5.24%
Liabilities and Fund Balance				
Due to Members (ADA)	$ 748,897.37	$ 722,626.94	$ (26,270.43)	-3.64%
Payroll Liabilities	8,476.88	6,528.24	(1,948.64)	-29.85%
Vehicle Replacement Fund	92,397.22	99,405.81	7,008.59	7.05%
S.O. Boosters	14,470.41	12,243.20	(2,227.21)	-18.19%
General Fund Balance	922,755.27	973,671.83	50,916.56	5.23%
Total Liabilities and Fund Balance	$ 1,786,997.15	$ 1,814,476.02	$ (27,478.87)	-1.51%

Northeast DuPage Special Recreation Association
Summary of Revenue Over Expenditures
For the 1 Month and 7 Months, Months Ending November 30, 2018

Account #	REVENUE RECAP Account	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
41000	Partner Contributions	$ 1,596,931.00	$ 20,390.86	$ 1,034,101.46	$ (562,829.54)	64.76%	$ 1,099,493.10	$ (65,391.64)	-6.32%
42000	Fees & Charges	341,401.00	18,367.35	237,255.45	(104,145.55)	69.49%	214,728.08	22,527.37	9.49%
42020	Scholarship/Fee Assistance	0.00	307.50	8,707.55	8,707.55	0.00%	8,999.99	(292.44)	-3.36%
43000	Fund Development	101,710.00	170.00	74,917.81	(26,792.19)	73.66%	71,589.52	3,328.29	4.44%
43200	State/County Grant Revenue	230,000.00	0.00	0.00	(230,000.00)	0.00%	0.00	0.00	0.00%
43250	Grant Revenue	6,797.00	0.00	2,416.30	(4,380.70)	35.55%	0.00	2,416.30	100.00%
43600	Contributions/Donations	42,500.00	0.00	7,668.34	(34,831.66)	18.04%	3,573.10	4,095.24	53.40%
43700	Restricted Contributions/Donations	12,500.00	(1,415.00)	3,415.00	(9,085.00)	27.32%	25,349.91	(21,934.91)	-642.31%
44300	Partner ADA Revenue	0.00	(6,119.77)	278,334.61	278,334.61	0.00%	250,492.05	27,842.56	10.00%
46000	Miscellaneous Income	12,370.00	530.00	3,259.01	(9,110.99)	26.35%	4,573.78	(1,314.77)	-40.34%
46400	Park District Portion Income	0.00	0.00	0.00	0.00	0.00%	1,377.69	(1,377.69)	0.00%
47000	Interest Earned	2,400.00	782.42	4,850.83	2,450.83	202.12%	1,316.81	3,534.02	72.85%
Total Revenue		2,346,609.00	33,013.36	1,654,926.36	(691,682.64)	70.52%	1,681,494.03	(26,567.67)	-1.61%

Account #	EXPENDITURE RECAP Account	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
51100-51300	Salaries	$ 1,193,554.00	$ 84,418.01	$ 740,691.37	$ (452,862.63)	62.06%	$ 722,374.44	$ 18,316.93	2.47%
51400-52400	Insurance/Pension	462,177.00	48,077.74	243,009.31	(219,167.69)	52.58%	222,229.58	20,779.73	8.55%
Various	Administrative	86,895.00	7,618.98	57,342.09	(29,552.91)	65.99%	43,686.42	13,655.67	23.81%
Various	Professional Services	179,110.00	13,784.10	89,132.18	(89,977.82)	49.76%	89,699.00	(566.82)	-0.64%
53200-53240	Professional Printing	21,413.00	0.00	7,127.91	(14,285.09)	33.29%	11,055.89	(3,927.98)	-55.11%
55000-55180	Marketing/Advertising	8,665.00	1,955.61	4,201.63	(4,463.37)	48.49%	652.29	3,549.34	84.48%
53500-53650	Program	162,151.00	18,461.69	91,113.57	(71,037.43)	56.19%	95,120.46	(4,006.89)	-4.40%
57100-57400	Vehicles	32,872.00	(7,293.70)	8,617.35	(24,254.65)	26.21%	16,143.82	(7,526.47)	-87.34%
58100-58400	Utilities	34,575.00	3,138.68	18,859.55	(15,715.45)	54.55%	17,641.59	1,217.96	6.46%
58700-58850	Special Projects	27,245.00	23,560.38	24,441.73	(2,803.27)	89.71%	26,511.42	(2,069.69)	-8.47%
66000-66060	Fund Raising	24,451.00	0.00	10,177.86	(14,273.14)	41.63%	0.00	10,177.86	100.00%
58910-58940	Miscellaneous	9,045.00	874.44	6,514.77	(2,530.23)	72.03%	4,822.60	1,692.17	25.97%
Total Expenditures		2,242,153.00	194,595.93	1,301,229.32	(940,923.68)	58.03%	1,249,937.51	51,291.81	0.00%
Net Revenue over Expenditures		$ 104,456.00	$ (161,582.57)	$ 353,697.04	$ 249,241.04		$ 431,556.52	$ (77,859.48)	
Non-Operating Expenditures									
62000-69000	Non-Operating	50,000.00	93,657.72	404,682.69	354,682.69	809.37%	303,379.95	101,302.74	25.03%
	Subtotal	50,000.00	93,657.72	404,682.69	354,682.69		303,379.95	101,302.74	
Total Net Revenue over Expenditures		$ 54,456.00	$ (255,240.29)	$ (50,985.65)	$ (105,441.65)		$ 128,176.57	$ (179,162.22)	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 7 Months, Months Ending November 30, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	811,310.00	62,501.76	451,297.43	(360,012.57)	55.63%	461,410.79	(10,113.36)	-2.24%
51200	Payroll:Part Time Wages & Salaries	285,338.00	18,742.98	212,412.54	(72,925.46)	74.44%	185,978.03	26,434.51	12.44%
51210	Part Time Wages - Inclusion	96,906.00	3,173.27	76,981.40	(19,924.60)	79.44%	74,985.62	1,995.78	2.59%
		1,193,554.00	84,418.01	740,691.37	(452,862.63)	62.06%	722,374.44	18,316.93	2.47%
Insurance/Pension									
51400	Payroll:FICA & Medicare	91,307.00	6,186.78	54,845.95	(36,461.05)	60.07%	54,068.95	777.00	1.42%
51500	Payroll:IMRF	164,911.00	12,983.81	81,793.06	(83,117.94)	49.60%	66,806.90	14,986.16	18.32%
51600	Payroll:Health Insurance	167,534.00	28,907.15	87,139.46	(80,394.54)	52.01%	82,829.63	4,309.83	4.95%
52000	Workers Compensation	6,454.00	0.00	1,613.37	(4,840.63)	25.00%	3,623.52	(2,010.15)	-124.59%
52100	Unemployment Compensation	2,500.00	0.00	1,269.00	(1,231.00)	50.76%	0.00	1,269.00	100.00%
52300	Liability Insurance	12,595.00	0.00	6,297.18	(6,297.82)	50.00%	6,390.48	(93.30)	-1.48%
52400	Property Insurance	16,876.00	0.00	10,051.29	(6,824.71)	59.56%	8,510.10	1,541.19	15.33%
		462,177.00	48,077.74	243,009.31	(219,167.69)	52.58%	222,229.58	20,779.73	8.55%
Administrative Expenditures									
53000	Bank Fees & Charges	3,575.00	245.97	1,660.83	(1,914.17)	46.46%	2,096.32	(435.49)	-26.22%
53010	Credit Card Fees	10,000.00	393.96	3,341.83	(6,658.17)	33.42%	4,538.39	(1,196.56)	-35.81%
53100	Postage Expense	8,581.00	(735.57)	1,973.57	(6,607.43)	23.00%	5,028.20	(3,054.63)	-154.78%
53300	Meeting Related Expenses	2,500.00	121.77	764.05	(1,735.95)	30.56%	877.28	(113.23)	-14.82%
53400	Office Supplies & Duplicating	9,506.00	869.14	4,476.79	(5,029.21)	47.09%	8,264.89	(3,788.10)	-84.62%
55200	Subscription & Publication	2,953.00	113.98	829.33	(2,123.67)	28.08%	580.21	249.12	30.04%
56000	Continuing Education	14,486.00	2,886.05	9,306.14	(5,179.86)	64.24%	7,582.32	1,723.82	18.52%
56100	Professional Memberships	5,046.00	2,172.99	5,168.99	122.99	102.44%	2,965.32	2,203.67	42.63%
56200	Statewide Legislative Initiatives	550.00	0.00	0.00	(550.00)	0.00%	24.99	(24.99)	0.00%
58500	Maintenance Expenses	20,748.00	1,550.69	20,524.12	(223.88)	98.92%	8,093.47	12,430.65	60.57%
58600	Office & Computer Equipment	8,950.00	0.00	9,296.44	346.44	103.87%	3,635.03	5,661.41	60.90%
		86,895.00	7,618.98	57,342.09	(29,552.91)	65.99%	43,686.42	13,655.67	23.81%
Professional Services									
53700	Auditor	10,400.00	0.00	10,400.00	0.00	100.00%	10,100.00	300.00	2.88%
53800	Legal Services	4,800.00	75.00	1,325.00	(3,475.00)	27.60%	2,051.70	(726.70)	-54.85%
53900	Professional Consultants	31,266.00	2,268.50	14,137.25	(17,128.75)	45.22%	13,403.50	733.75	5.19%
54000	Payroll Services - Contract	11,500.00	873.98	7,996.63	(3,503.37)	69.54%	6,335.23	1,661.40	20.78%
54100	Business Services - Contract	55,703.00	9,181.66	27,514.98	(28,188.02)	49.40%	13,620.00	13,894.98	50.50%
54330	HMHB Contractual Services	21,942.00	0.00	8,926.00	(13,016.00)	40.68%	8,340.00	586.00	6.57%
54400	Maintenance/Contractual Agreements	19,004.00	298.96	10,895.58	(8,108.42)	57.33%	13,009.82	(2,114.24)	-19.40%
55100	Legal Publications	2,775.00	6.00	465.24	(2,309.76)	16.77%	1,847.75	(1,382.51)	-297.16%
54300	Contractual Services	21,720.00	1,080.00	7,471.50	(14,248.50)	51.88%	20,991.00	12,952.68	0.00%
		179,110.00	13,784.10	89,132.18	(89,977.82)	49.76%	89,699.00	(566.82)	0.00%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 7 Months, Months Ending November 30, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Professional Printing									
53210	Professional Printing	2,638.00	0.00	464.50	(2,173.50)	17.61%	11,055.89	(10,591.39)	-2280.17%
53220	Brochure	17,000.00	0.00	6,449.00	(10,551.00)	37.94%	0.00	6,449.00	100.00%
53240	Rec Program Printing	1,775.00	0.00	214.41	(1,560.59)	12.08%	0.00	214.41	100.00%
		21,413.00	0.00	7,127.91	(14,285.09)	33.29%	11,055.89	(3,927.98)	-55.11%
Marketing/Advertising									
55000	Marketing/Advertsing	0.00	(1,388.53)	0.00	0.00	0.00%	0.00	0.00	0.00%
55050	Printed Marketing	3,260.00	91.48	533.24	(2,726.76)	16.36%	652.29	(119.05)	-22.33%
55150	Digital Marketing	3,000.00	2,009.02	2,009.02	(990.98)	66.97%	0.00	2,009.02	100.00%
55175	Marketing Material	750.00	0.00	4.37	(745.63)	0.58%	0.00	4.37	100.00%
55180	Promotional Marketing	1,655.00	1,243.64	1,655.00	0.00	100.00%	0.00	1,655.00	100.00%
		8,665.00	1,955.61	4,201.63	(4,463.37)	48.49%	652.29	3,549.34	84.48%
Program Expenditures									
53500	Program Supplies	83,493.00	3,208.32	36,516.30	(46,976.70)	43.74%	58,964.87	(22,448.57)	-61.48%
53510	Support Staff Supplies	2,550.00	0.00	34.97	(2,515.03)	1.37%	474.00	(439.03)	-1255.45%
53520	Inclusion Staff Supplies	1,000.00	68.99	2,527.60	1,527.60	252.76%	179.00	2,348.60	92.92%
53530	HMHB Program Supplies	2,410.00	0.00	215.22	(2,194.78)	8.93%	116.74	98.48	45.76%
53630	HMHB Admissions & Facility Space	500.00	0.00	11.00	(489.00)	2.20%	0.00	11.00	100.00%
53650	Program Equipment	6,200.00	1,421.30	2,697.91	(3,502.09)	43.51%	1,139.14	1,558.77	57.78%
53600	Program Admissions & Facility Space	65,998.00	13,763.08	49,110.57	(16,887.43)	74.41%	34,246.71	14,863.86	30.27%
		162,151.00	18,461.69	91,113.57	(71,037.43)	56.19%	95,120.46	(4,006.89)	-4.40%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	15,121.00	1,228.34	7,844.65	(7,276.35)	51.88%	7,745.76	98.89	1.26%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,981.00	364.70	2,816.86	(2,164.14)	56.55%	2,562.33	254.53	9.04%
57300	Vehicle Expenses:Van Repair & Parts	11,260.00	(8,886.74)	(2,393.40)	(13,653.40)	-21.26%	4,613.73	(7,007.13)	292.77%
57400	Vehicle Expenses:Van Rental	1,510.00	0.00	349.24	(1,160.76)	23.13%	1,222.00	(872.76)	-249.90%
		32,872.00	(7,293.70)	8,617.35	(24,254.65)	26.21%	16,143.82	(7,526.47)	-87.34%
Utilities									
58100	Utilities:Telephones/Internet	12,850.00	188.12	6,787.90	(6,062.10)	52.82%	7,326.65	(538.75)	-7.94%
58200	Utilities:Electricity	13,775.00	2,372.88	10,166.59	(3,608.41)	73.80%	8,138.32	2,028.27	19.95%
58300	Utilities:Natural Gas	6,200.00	322.90	1,077.40	(5,122.60)	17.38%	1,419.54	(342.14)	-31.76%
58400	Utilities:Water	1,750.00	254.78	827.66	(922.34)	47.29%	757.08	70.58	8.53%
		34,575.00	3,138.68	18,859.55	(15,715.45)	54.55%	17,641.59	1,217.96	6.46%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 7 Months, Months Ending November 30, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Special Projects									
58700	Synergy Expenses	27,245.00	23,560.38	23,560.38	(3,684.62)	86.48%	25,771.46	(2,211.08)	-9.38%
58800	Special Projects	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
58850	Restricted Donation Expense	0.00	0.00	881.35	881.35	0.00%	739.96	141.39	16.04%
		27,245.00	23,560.38	24,441.73	(2,803.27)	89.71%	26,511.42	(2,069.69)	-8.47%
Fund Raising Expenditures									
66010	Direct Mail Campaign	600.00	0.00	0.00	(600.00)	0.00%	0.00	0.00	0.00%
66030	BBQ Bash Fund Rasing	2,688.00	0.00	90.91	(2,597.09)	3.38%	0.00	90.91	100.00%
66040	Golf Classic Fund Raising	20,138.00	(19.94)	10,086.95	(10,051.05)	50.09%	0.00	10,086.95	100.00%
66050	Additional Fundraising	1,025.00	19.94	0.00	(1,025.00)	0.00%	0.00	0.00	0.00%
		24,451.00	0.00	10,177.86	(14,273.14)	41.63%	0.00	10,177.86	100.00%
Miscellaneous Expenditures									
58910	Risk Management	5,613.00	85.00	1,194.79	(4,418.21)	21.29%	2,416.52	(1,221.73)	-102.25%
58920	Miscellaneous Expenses:Park District Portion	0.00	0.00	3,224.62	3,224.62	0.00%	1,377.68	1,846.94	57.28%
58930	Miscellaneous Expenses:Director's Administ. Fund	2,132.00	509.45	1,505.33	(626.67)	70.61%	486.43	1,018.90	67.69%
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,300.00	279.99	590.03	(709.97)	45.39%	541.97	48.06	8.15%
		9,045.00	874.44	6,514.77	(2,530.23)	72.03%	4,822.60	1,692.17	25.97%
Total Operating Expenditures		2,242,153.00	194,595.93	1,301,229.32	(940,923.68)	58.03%	1,249,937.51	51,291.81	0.01%
Non-Operating Expenditures									
62000	Reserve Fund Expenses:Capital Improvements Expense	50,000.00	14,617.00	36,137.60	(13,862.40)	0.00%	0.00	36,137.60	0.00%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	78,733.22	359,837.54	359,837.54	0.00%	292,735.06	67,102.48	0.00%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	307.50	8,707.55	8,707.55	0.00%	10,644.89	(1,937.34)	0.00%
		50,000.00	93,657.72	404,682.69	354,682.69	809.37%	303,379.95	101,302.74	25.03%
Total Operating & Non-Operating Expenditures		2,292,153.00	288,253.65	1,705,912.01	(586,240.99)	74.42%	1,553,317.46	152,594.55	0.00%

Northeast DuPage Special Recreation Association
Restricted Revenue Over Expenditures
For the 1 Month and 7 Months, Months Ending November 30, 2018

Account #	REVENUES Account	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
44000 - 44018	Golf Maration	$ 20,000.00	$ 2,500.00	$ 13,505.00	$ (6,495.00)	67.53%	$ 15,777.00	$ (2,272.00)	-16.82%
44230	NEDSRA S.O. Booster Club	5,500.00	0.00	$ 0.00	5,500.00	0.00%	7,096.00	7,096.00	0.00%
Total Revenue		$ 25,500.00	$ 2,500.00	$ 13,505.00	$ (11,995.00)	52.96%	$ 22,873.00	$ 4,824.00	35.72%

Account #	EXPENDITURES Account	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
66060	Golf Marathon	$ 2,542.00	$ 0.00	$ 1,950.02	$ (591.98)	76.71%	$ 0.00	$ 1,950.02	100.00%
61300	S.O. Boosters	6,300.00	231.50	1,577.08	(4,722.92)	25.03%	2,345.54	(768.46)	-48.73%
65000	Vehicle Replacement	70,786.00	0.00	60,723.00	10,063.00	85.78%	21,203.00	(39,520.00)	-65.08%
Total Expenditures		$ 79,628.00	$ 231.50	$ 64,250.10	$ (15,377.90)	80.69%	$ 23,548.54	$ 40,701.56	0.03%
Restricted Net Revenue over Expenditures		$ (54,128.00)	$ 2,268.50	$ (50,745.10)	$ 3,382.90		$ (675.54)	$ (35,877.56)	

	Budgeted Member Partner Contribution Due 2018/2019	Operation Allocation Received as of 11/30/2018	Balance Due to Operations Allocation 11/30/2018	Percentage of Operations Allocation Collected as of 11/30/2018	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2018/2019	ADA/Access Reserve Paid 2018/2019	Available ADA/Access Reserve Balance
Addison	$279,757.00	$139,878.50	$139,878.50	50.00%	$352,219.28	$0.00	$0.00	$352,219.28
Bensenville	$178,292.00	$91,018.00	$87,274.00	51.05%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$62,121.00	$31,060.50	$31,060.50	50.00%	$0.00	$0.00	$0.00	$0.00
Glendale Heights	$171,987.00	$85,933.50	$86,053.50	49.97%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$89,228.00	$44,614.00	$44,614.00	50.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$296,094.00	$296,094.00	$0.00	100.00%	$0.00	$225,644.14	$225,644.06	$0.08
Medinah	$84,765.00	$84,765.00	$0.00	100.00%	$62,847.45	$52,690.47	$660.00	$114,877.92
Oakbrook Terrace	$67,183.00	$33,591.50	$33,591.50	50.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$89,687.00	$44,843.50	$44,843.50	50.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$138,555.00	$114,484.96	$24,070.04	82.63%	$170,913.92	$0.00	$133,533.48	$37,380.44
Wood Dale	$135,516.00	$67,758.00	$67,758.00	50.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,593,185.00	$1,034,041.46	$559,143.54	64.90%	$748,897.37	$278,334.61	$359,837.54	$667,394.44

ADDISON			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$352,219.28**
Ck #62833	07/03/2018	$139,878.50	$139,878.50			
Totals			**$139,878.50**	**$0.00**	**$0.00**	**$352,219.28**

BENSENVILLE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Ck # 52384	06/18/2018	$91,018.00	$91,018.00			
Totals			**$91,018.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck # 17315	08/21/2018	$31,060.50	$31,060.50			
Totals			**$31,060.50**	**$0.00**	**$0.00**	**$0.00**

GLENDALE HEIGHTS			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Ck# 197246	07/03/2018	$85,933.50	$85,933.50			
Totals			**$85,933.50**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Ck # 56074	06/18/2018	$44,614.00	$44,614.00			
Totals			**$44,614.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Deposit	06/30/2018	$148,047.00	$148,047.00			
ACH Deposit	06/30/2018	$953.00	$953.00			
ACH Deposit	06/30/2018	$13,260.55	$13,260.55			
ACH Deposit	06/30/2018	$111,440.40		$111,440.40		$111,440.40
ACH Deposit	07/31/2018	$4,436.49	$4,436.49			
ACH Deposit	08/29/2018	$109,006.10	$109,006.10			
ADA Reimbursement	10/01/2018	$111,440.40			$111,440.40	($111,440.40)
ACH Deposit	10/05/2018	$125,430.86	$20,390.86	$105,040.00		$105,040.00
ADA Reimbursement	10/11/2018	$105,039.92			$105,039.92	($105,039.92)
ACH Deposit	11/13/2018	$9,163.74		$9,163.74		$9,163.74
ADA Reimbursement	11/15/2018	$9,163.74			$9,163.74	($9,163.74)
Totals			**$296,094.00**	**$225,644.14**	**$225,644.06**	**$0.08**

MEDINAH			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$62,847.45**
Ck #26285	08/21/2018	$74,704.54	$74,704.54			
ADA Reimbursement	08/31/2018	$660.00			$660.00	($660.00)
Ck #26311	09/28/2018	$24,057.98	$10,060.46	$13,997.52		$13,997.52
Ck #26404	10/15/2018	$33,585.60		$33,585.60		$33,585.60
Ck # 26434	11/20/2018	$5,107.35		$5,107.35		
Totals			**$84,765.00**	**$52,690.47**	**$660.00**	**$109,770.57**

OAKBROOK TERRACE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck #10902	07/03/2018	$33,591.50	$33,591.50			
Totals			**$33,591.50**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck # 68250	06/26/2018	$44,843.50	$44,843.50			**$0.00**
Totals			**$44,843.50**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$170,913.92**
ADA Reimbursement	06/14/2018	$63,204.00			$63,204.00	($63,204.00)
Ck # 175416	07/06/2018	$114,484.96	$114,484.96			
ADA Reimbursement	08/31/2018	$760.00			$760.00	($760.00)
ADA Reimbursement - Ck # 52007	11/15/2018	$59,336.48			$59,336.48	($59,336.48)
ADA Reimbursement - Ck # 52022	11/29/2018	$10,233.00			$10,233.00	($10,233.00)
Totals			**$114,484.96**	**$0.00**	**$133,533.48**	**$37,380.44**

WOOD DALE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$5,539.00**
Ck #83267	06/26/2018	$67,758.00	$67,758.00			
Totals			**$67,758.00**	**$0.00**	**$0.00**	**$5,539.00**

FINANCIALS NARRATIVE

To: NEDSRA Board of Trustees
From: Lara Batten, Business Services
Date: February 6, 2019
Re: Financial Statements for Period Ending 12/31/2018

Revenue and Expenditures are tracking in line compared to previous year's figures. Net Revenue over Expenditures has increased compared to last month, due in large part to the final installment of the partner contributions.

	12/31/2018 YTD Actual	2018/19 Budget	12/31/2017 YTD Actual
Revenue	$1,967,887.01	$2,346,609	$1,928,420.66
Expenses	$1,418,606.07	$2,242,153	$1,382,871.62
Net Revenue/Expenses *	**$549,280.94**	**$104,456**	**$545,549.04**

General Fund	12/31/2018 YTD Actual	2018/19 Budget
Beginning Balance	$1,019,469.71	$1,019,469.71
*** Increase/Decrease**	$549,280.94	$104,456
Ending General Fund Balance (Unaudited)	**$1,568,750.65**	**$1,123,925.71**

Putting People First

NEDSRA

Special Recreation Association

Disbursements

Period Ending 12/31/2018

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

Northeast DuPage Special Recreation Association
Check List
All Bank Accounts
December 1, 2018 - December 31, 2018

Check Number	Check Date	Payee		Amount
Vendor Checks				
52023	12/14/18	American Litho		3,188.00
52024	12/14/18	Ashley, Lisa		560.00
52025	12/14/18	AT&T		155.07
52026	12/14/18	Mueller, Jay		375.00
52027	12/14/18	NICOR		1,085.40
52028	12/14/18	Orkin		92.12
52029	12/14/18	Pitney Bowes Global Financial Services LLC		478.44
52030	12/14/18	SEASPAR		80.00
52031	12/14/18	TechPro, Inc.		1,068.50
52032	12/14/18	Warehouse Direct Workplace Solutions		577.63
52034	12/17/18	TechPro, Inc.		550.00
52035	12/20/18	Jensen's Plumbing & Heating, INC		14,617.00
52036	12/20/18	Illinois Charitable Trust Bureau		15.00
12/07/2018	12/07/18	Paychex		69.45
12/13/2018	12/13/18	Paychex		209.85
12/17/2018	12/17/18	WageWorks		104.00
12/21/2018	12/21/18	Konica Minolta Premier Finance		351.69
12/21/2018	12/21/18	AFLAC		20.04
12/21/2018	12/21/18	Paychex		69.45
12/31/18	12/31/18	BMO Harris P-Card		12,319.33
12/7/2018	12/07/18	Paychex		350.02
			Vendor Check Total	36,335.99
			Check List Total	36,335.99

Check count = 21

Northeast DuPage Special Recreation Association
Check Register
All Bank Accounts
December 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
American Litho				52023	12/14/18	3,188.00
53220	Brochure	Winter 2019 Brochure	3,188.00			
Ashley, Lisa				52024	12/14/18	560.00
54305	TREC/School/CA	Music Lessons - Nov/Dec 2018	560.00			
AT&T				52025	12/14/18	155.07
58100	Utilities: Telephones/Internet	Inv # 630916686011 (Nov 28 - Dec 27)	155.07			
Mueller, Jay				52026	12/14/18	375.00
54300	Contractual Services:Admin/General	Building Alarm - (Oct - Dec 2018)	375.00			
NICOR				52027	12/14/18	1,085.40
58300	Utilities:Natural Gas	Meter # 4073276	1,085.40			
Orkin				52028	12/14/18	92.12
58500	Maintenance Expenses	Orkin - Dec Service (Inv # 174603781)	92.12			
Pitney Bowes Global Financial Services LLC				52029	12/14/18	478.44
54400	Maintenance/Contractual Agreements	Inv # 3102667424	478.44			
SEASPAR				52030	12/14/18	80.00
53606	Special Olympics	Entry Fee for ITRS Tournamnet	80.00			
TechPro, Inc.				52031	12/14/18	1,068.50
53900	Professional Consultants	Inv # 247016	168.50			
53900	Professional Consultants	Inv # 247017	900.00			
Warehouse Direct Workplace Solutions				52032	12/14/18	577.63
53400	Office Supplies & Duplicating	Inv # 4094366-0, 4094429-0, 4102887-0	103.37			
58500	Maintenance Expenses	Inv # 4102893-0, 4103156-0	474.26			
TechPro, Inc.				52034	12/17/18	550.00
53400	Office Supplies & Duplicating	TechPro, Inc. - Inv # 246839	550.00			
Jensen's Plumbing & Heating, INC				52035	12/20/18	14,617.00
62000	Reserve Fund Expenses:Capital Improvements Expense	Jensen's Plumbing & Heating, INC - J26319	14,617.00			
Illinois Charitable Trust Bureau				52036	12/20/18	15.00
54100	Business Services - Contract	Illinois Charitable Trust Bureau - 2017-18 990 Return	15.00			
Paychex				12/07/2018	12/07/18	69.45
54000	Payroll Services - Contract	Paychex	69.45			
Paychex				12/13/2018	12/13/18	209.85
54000	Payroll Services - Contract	Paychex	209.85			
WageWorks				12/17/2018	12/17/18	104.00
51600	Payroll:Health Insurance	WageWorks	104.00			

Northeast DuPage Special Recreation Association
Check Register
All Bank Accounts
December 2018

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Konica Minolta Premier Finance				12/21/2018	12/21/18	351.69
54000	Payroll Services - Contract	Konica Minolta Premier Finance	351.69			
AFLAC				12/21/2018	12/21/18	20.04
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC	20.04			
Paychex				12/21/2018	12/21/18	69.45
54000	Payroll Services - Contract	Paychex	69.45			
BMO Harris P-Card				12/31/18	12/31/18	12,319.33
53100	Postage Expense	BMO Harris P-Card	126.45			
53210	Professional Printing	BMO Harris P-Card	326.30			
53240	Rec Program Printing	BMO Harris P-Card	79.90			
53300	Meeting Related Expenses	BMO Harris P-Card	1,503.09			
53501	Program Supplies:Rec Special Events	BMO Harris P-Card	932.42			
53502	Program Supplies:AID	BMO Harris P-Card	1,060.80			
53503	Program Supplies:APD/YAR	BMO Harris P-Card	218.81			
53504	Program Supplies:Youth & Sensory	BMO Harris P-Card	137.29			
53505	Program Supplies:TREC/School/CA	BMO Harris P-Card	517.46			
53530	HMHB Program Supplies	BMO Harris P-Card	189.92			
53602	AID	BMO Harris P-Card	491.85			
53603	APD/YAR	BMO Harris P-Card	40.00			
53604	Youth & Sensory	BMO Harris P-Card	184.50			
53605	TREC/School/CA	BMO Harris P-Card	181.50			
53650	Program Equipment	BMO Harris P-Card	64.94			
55100	Legal Publications	BMO Harris P-Card	86.22			
55150	Digital Marketing	BMO Harris P-Card	25.00			
55175	Marketing Material	BMO Harris P-Card	14.30			
55180	Promotional Marketing	BMO Harris P-Card	-103.52			
55200	Subscription & Publication	BMO Harris P-Card	126.97			
56100	Professional Memberships	BMO Harris P-Card	794.00			
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	60.00			
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	3,425.73			
58100	Utilities: Telephones/Internet	BMO Harris P-Card	208.67			
58500	Maintenance Expenses	BMO Harris P-Card	26.95			
58940	Miscellaneous Expenses:Employee Recognition/Relations	BMO Harris P-Card	9.72			
58910	Risk Management	BMO Harris P-Card	-20.00			
58930	Miscellaneous Expenses:Director's Administ. Fund	BMO Harris P-Card	511.24			
58930	Miscellaneous Expenses:Director's Administ. Fund	BMO Harris P-Card	40.54			
58940	Miscellaneous Expenses:Employee Recognition/Relations	BMO Harris P-Card	1,058.28			
				12/7/2018	12/07/18	350.02
12/7/2018	Payroll Services - Contract	Paychex	350.02			

Check List Total 36,335.99

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total
Susan J	Martellotta	11/29/2018	Usps.Com Clicknship	Overnight Brochure Proof	53100	24.70	
Nora	Sandoval	12/03/2018	Usps.Com Postal Store	Stamps for office	53100	101.75	126.45
Kristen	Chereso	12/19/2018	Dri*nextdayflyers	Inclusion Cards	53210	326.30	326.30
Kristen	Chereso	12/05/2018	Amzn Mktp Us*m05lc4d41	Cardstock Half Sheet Flyers	53240	79.90	79.90
Kristen	Chereso	12/10/2018	Amzn Mktp Us	Holiday Member Party Décor Refund	53300	(11.99)	
Kristen	Chereso	12/03/2018	Walgreens #5468	Holiday Member Party Photo Prints	53300	9.76	
Carrie	Henry	12/03/2018	Wm Supercenter #5442	Decoration supplies for Holiday Member Party	53300	187.12	
Susan J	Martellotta	12/12/2018	Int*in *tasty Catering	Member Partner Holiday Gathering	53300	1,318.20	1,503.09
Colleen	Cline	12/08/2018	Hobby-Lobby #570		53501	85.70	
Colleen	Cline	11/28/2018	Target 00008938		53501	42.15	
Colleen	Cline	11/27/2018	Will Enterprises		53501	71.07	
Colleen	Cline	12/08/2018	Wm Supercenter #5442		53501	126.93	
Sean	Fritsch	11/29/2018	Five Below 712	Holiday Party w/ Santa & Holiday Gift Exchange supplies	53501	9.00	
Sean	Fritsch	11/27/2018	Lens Ace Hdwe	Holiday Party w/ Supplies	53501	20.97	
Sean	Fritsch	11/27/2018	Target 00008938	Holiday Party w/ Santa gifts	53501	89.37	
Sean	Fritsch	11/29/2018	Wal-Mart #1553	Holiday Party w/ Santa Supplies	53501	14.87	
Sean	Fritsch	11/27/2018	Wal-Mart #5442	Holiday Party w/ Santa gifts and supplies	53501	321.48	
Sean	Fritsch	12/01/2018	Wm Supercenter #5442	Holiday Party w/ Santa supplies	53501	150.88	932.42
Beth	Corso	12/13/2018	Amazon.Com*m24v65cb0	Holiday Baking Challenge Supplies	53502	20.77	
Beth	Corso	12/03/2018	Jewel-Osco	Holiday Baking Challenge Supplies	53502	15.35	
Beth	Corso	12/17/2018	Wal-Mart #5442	Holiday Baking Challenge Supplies	53502	91.92	
Beth	Corso	12/10/2018	Wm Supercenter #5442	Holiday Baking Challenge Supplies	53502	96.84	
Beth	Corso	12/03/2018	Wm Supercenter #5442	Holiday Baking Challenge Supplies	53502	62.77	
Sean	Fritsch	12/04/2018	Amzn Mktp Us*m01l83q81	Day Trippers Wristbands	53502	7.99	
Sean	Fritsch	12/13/2018	Amzn Mktp Us*m20r72c70	Holiday Zoo Lights supplies	53502	15.99	
Sean	Fritsch	11/29/2018	Five Below 712	Holiday Party w/ Santa & Holiday Gift Exchange supplies	53502	11.00	
Robert	Griffin	12/17/2018	Little Caesars 2014 00	Holiday Baking Challenge Dinner	53502	30.00	
Robert	Griffin	12/09/2018	Tst* Colonial Cafe - N	Holiday Lights Tour Supplies	53502	91.74	
Amanda	Hagen	12/15/2018	Dell Rhea S Chicken Ba	Dell Rhea, Holiday Magic at Zoo Dinner Supplies	53502	305.06	
Amanda	Hagen	12/11/2018	Hobby-Lobby #0174	Excel Supplies, Holiday Party Comity Supplies, Supper with Santa Supplies	53502	7.98	
Carrie	Henry	11/27/2018	Culvers Of Addison	Lunch and Cinema-Lunch for staff/ppts	53502	63.92	
Carrie	Henry	12/11/2018	Ihop #5411	Lunch and Cinema-Lunch for staff/ppts	53502	114.18	
Debbi	Pawinski	11/29/2018	El Burrito Tapatio		53502	87.29	
Debbi	Pawinski	12/06/2018	Little Caesars 2014 00		53502	38.00	1,060.80
A Maggie	Goode	11/28/2018	Big Dollar	Holiday Happenings Ppt Supplies	53503	3.50	
A Maggie	Goode	11/28/2018	Dd/Br #361540 Q35	Holiday Happenings PPT Meals	53503	3.53	
A Maggie	Goode	12/04/2018	Hobby-Lobby #0174	Holiday Happenings Program Supplies	53503	29.95	

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total
A Maggie	Goode	11/28/2018	McDonald S F24819	Holiday Happenings PPT Meals	53503	2.20	
A Maggie	Goode	11/28/2018	Sbarro 934 Q01	Holiday Happenings PPT meals	53503	7.81	
A Maggie	Goode	11/28/2018	Subway 05227319	Holiday Happenings PPT supplies	53503	22.82	
A Maggie	Goode	12/05/2018	Wm Supercenter #1898	Holiday Happenings Program Supplies	53503	10.78	
Carrie	Henry	12/04/2018	Pyramid Sports Bar And	HMHB Social-Snacks	53503	120.47	
Carrie	Henry	12/18/2018	Pyramid Club Pickup	Participant Food at program	53503	17.75	218.81
Nesdra	Camp 2	12/26/2018	Wm Supercenter #5442	Winter Camp Supplies	53504	28.50	
Tessa	Longo	12/05/2018	Dollar Tree	Line 1: Sensory Station equipment Line 2: Sensory Holiday Family Fun program supplies	53504	3.00	
Tessa	Longo	12/12/2018	Dollartree	Sensory Holiday Family Fun program supplies	53504	14.00	
Tessa	Longo	12/09/2018	Michaels Stores 8634	Line 1: Sensory Holiday Family Fun program supplies Line 2: Sensory Station Equipment	53504	13.79	
Maggie	Resillez	12/15/2018	Act Schaumburgpdis	Participants' Meal	53504	52.25	
Maggie	Resillez	12/15/2018	Act Schaumburgpdis	Participants' Meal	53504	7.50	
Maggie	Resillez	12/15/2018	Act Schaumburgpdis	Participants' Meal	53504	18.25	137.29
Beth	Corso	12/06/2018	Hobby-Lobby #0174	D89 and D93 Art Therapy Supplies	53505	40.93	
Megan	Czachorski	11/29/2018	Fye Stratford Square M	TREC Program Supplies	53505	10.84	
Megan	Czachorski	12/13/2018	Jewel-Osco	TREC Program Supplies	53505	16.57	
Megan	Czachorski	12/12/2018	Wal-Mart #1737	TREC Program Supplies	53505	45.59	
Megan	Czachorski	11/27/2018	Wal-Mart #1737	TREC Program Supplies	53505	27.57	
Megan	Czachorski	12/05/2018	Wm Supercenter #1737	TREC Program Supplies	53505	7.76	
A Maggie	Goode	12/11/2018	Aurelios Pizza - Genev	Westfield EXCEL Supplies	53505	155.88	
A Maggie	Goode	12/18/2018	Wal-Mart #5442	EXCEL Program Supplies	53505	31.58	
A Maggie	Goode	12/10/2018	Wal-Mart #5442	Art Therapy Program supplies	53505	41.96	
Amanda	Hagen	12/11/2018	Hobby-Lobby #0174	Excel Supplies, Holiday Party Comity Supplies, Supper with Santa Supplies	53505	28.42	
Lori	Miller	11/28/2018	Wm Supercenter #5442	Art program lunch for group	53505	49.71	
Kristen	Robertson	12/04/2018	Groupon Inc	TREC Program Supplies	53505	16.20	
Kristen	Robertson	11/28/2018	Q S Restaurant And Piz	TREC Program Supplies	53505	44.45	517.46
Donna	Sebok	12/16/2018	Wm Supercenter #5442	HMHB Monthly Networking Program Supplies	53530	70.31	
Donna	Sebok	11/29/2018	Wm Supercenter #5442	HMHB December Monthly Networking Program Supplies	53530	119.61	189.92
Amanda	Hagen	12/15/2018	Brookfield Zoo Web	Holiday Magic at the Zoo, Brookfield Zoo Admission	53602	377.10	
Carrie	Henry	12/11/2018	Marcus Addison Cine Bo	Lunch and Cinema-Admission staff/ppts	53602	45.00	
Debbi	Pawinski	12/06/2018	Stardust Bowl Of A		53602	38.25	
Debbi	Pawinski	11/29/2018	Stardust Bowl Of A		53602	31.50	491.85
Carrie	Henry	12/04/2018	Marcus Addison Cine Bo	Lunch and Cinema-Admission for ppts	53603	40.00	40.00
Nesdra	Camp 2	12/26/2018	Stardust Bowl Of A	Participants' Bowling Admission	53604	20.25	

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total
Sean	Fritsch	12/15/2018	Ui Ext State 4h	4H Admission	53604	20.00	
Sean	Fritsch	12/15/2018	Ui Ext State 4h	4H Admission	53604	20.00	
Sean	Fritsch	12/15/2018	Ui Ext State 4h	4H Admission	53604	20.00	
Sean	Fritsch	12/15/2018	Ui Ext State 4h	4H Admission	53604	20.00	
Maggie	Resillez	12/15/2018	Act Schaumburgpdis	Participants' Admission	53604	60.00	
Sean	Tovey	12/10/2018	Bb *dupagechildrensmus	EXCEL Admission	53604	24.25	184.50
Megan	Czachorski	12/06/2018	Picture Show Bloomingd	TREC Program Admissions	53605	45.00	
Sean	Fritsch	12/21/2018	Metropolis Performing	Excel Admission	53605	11.00	
Tessa	Longo	11/27/2018	Bb *scitech Museum	EXCEL Sci Tech Museum admissions	53605	45.00	
Kristen	Robertson	12/05/2018	Picture Show Bloomingd	TREC Program Admissions	53605	57.50	
Kristen	Robertson	12/05/2018	Picture Show Bloomingd	TREC Program Admissions	53605	23.00	181.50
Sean	Fritsch	12/05/2018	Menards Glendale Heigh	Cart Casters	53650	19.94	
Tessa	Longo	12/05/2018	Dollar Tree	Line 1: Sensory Station equipment Line 2: Sensory Holiday Family Fun program supplies	53650	10.00	
Tessa	Longo	12/09/2018	Michaels Stores 8634	Line 1: Sensory Holiday Family Fun program supplies Line 2: Sensory Station Equipment	53650	35.00	64.94
Susan J	Martellotta	12/19/2018	Shaw Suburban Media-Ad	2019 Board Meeting Dates	55100	86.22	86.22
Kristen	Chereso	12/08/2018	Facebk 54r69j2gu2	Facebook Advertising	55150	25.00	25.00
Kristen	Chereso	12/19/2018	Target 00008359	Lombard Chaimber recognition	55175	14.30	14.30
Kristen	Chereso	12/03/2018	Amazon.Com	Camera Portion Refund	55180	(135.92)	
Kristen	Chereso	12/12/2018	Mario S Deli	Ancona Thank You	55180	32.40	(103.52)
Kristen	Chereso	12/04/2018	Stk*bigstockphoto.Com	BigStock Subscription	55200	59.00	
A Maggie	Goode	12/08/2018	Amazon Prime	Amazon Prime Subscription	55200	12.99	
Susan J	Martellotta	11/28/2018	Adobe *creative Cloud	Adobe Subscription	55200	29.99	
Nedsra	Nedsra1	12/05/2018	Signupgenius	Online Volunteer	55200	24.99	126.97
Sean	Fritsch	12/12/2018	Ipra	IPRA Membership	56100	264.00	
Rick	Poole	12/10/2018	National Recreation &	NEDSRA NRPA Membership	56100	425.00	
Sean	Tovey	11/29/2018	National Council For T	NCTRC Renewal Fees	56100	105.00	794.00
Amanda	Hagen	12/15/2018	Bzoo-Admission/Parking	Holiday Magic at the Zoo, Brookfield Zoo Parking for ADA Bus	57100	20.00	
Susan J	Martellotta	12/02/2018	Il Tollway Auto Replen	IPASS Replenish	57100	40.00	60.00
Sean	Tovey	12/17/2018	Exxonmobil 99031882	ADA Bus Wash	57300	10.00	
Sean	Tovey	12/19/2018	Mobilityworks - 150	ADA Bus Lift Repair	57300	1,785.91	
Sean	Tovey	12/05/2018	Mobilityworks - 150	ADA Bus Lift Repair	57300	1,459.82	
Sean	Tovey	12/17/2018	Suburban Driveline Inc	ADA Van Safety Lane	57300	34.00	
Sean	Tovey	12/13/2018	Suburban Driveline Inc	ADA Van Safety Lane	57300	34.00	
Sean	Tovey	12/12/2018	Suburban Driveline Inc	ADA Van Safety Lane	57300	34.00	
Sean	Tovey	12/10/2018	Suburban Driveline Inc	ADA Van Safety Lane	57300	34.00	
Sean	Tovey	12/11/2018	Suburban Driveline Inc	ADA Van Safety Lane	57300	34.00	3,425.73
Susan J	Martellotta	12/05/2018	Vzwrlss*my Vz Vb P	Telephone	58100	208.67	208.67
Jerry	Barton	12/03/2018	Lowes #02529*	Supplies for clogged drain.	58500	26.95	26.95

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total
Carrie	Henry	12/12/2018	Wal-Mart #5442	Supplies for Holiday Committee	58640	9.72	9.72
Sean	Tovey	12/06/2018	Park District Risk Man	Refund for cancelled PDRMA Class	58910	(20.00)	(20.00)
Susan J	Martellotta	12/06/2018	Sugar Creek Golf Cours	Member Partner Holiday Gathering	58930	511.24	
Lori	Miller	12/05/2018	Hobby-Lobby #0174	Board Member Anniversary Recognition Frames	58930	40.54	551.78
Beth	Corso	12/11/2018	Dollar Tree	Staff Holiday Party Supplies	58940	58.00	
Beth	Corso	12/13/2018	Keans Bakery	December Social Committee	58940	28.30	
Amanda	Hagen	12/11/2018	Hobby-Lobby #0174	Excel Supplies, Holiday Party Comity Supplies, Supper with Santa Supplies	58940	31.92	
Amanda	Hagen	12/11/2018	Jewel-Osco	Holiday Party Comity Supplies	58940	80.44	
Carrie	Henry	12/13/2018	Buca Di Beppo-Lombard	Lunch Supplies for the Annual Staff Holiday Party	58940	479.80	
Carrie	Henry	12/12/2018	Dunkin #336656 Q35	Prizes for door decorating- Holiday Committee	58940	15.00	
Lori	Miller	12/04/2018	Wm Supercenter #5442	Staff Anniversary Recognition Gift Cards	58940	364.82	1,058.28
	Total					**$12,319.33**	**$ 12,319.33**

Putting People First

NEDSRA

Special Recreation Association

Consolidated Monthly Financial Statements Period Ending 12/31/2018

Our Vision

An agency of excellence, demonstrated by member partners working cooperatively with Board, staff and the community to enhance the quality of life for each individual.

Our Mission

To serve as an integral partner with our member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services.

Our Core Values

Service with Compassion
Excellence and Quality
Integrity ◆Commitment ◆Fun

Northeast DuPage Special Recreation Association
Balance Sheet
As of December 31, 2018 and 2017

	December 31, 2018	December 31, 2017	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 523,545.98	$ 566,397.17	$ (42,851.19)	-7.57%
MB Financial - Payroll #4979	3,175.86	1,454.28	1,721.58	118.38%
Petty Cash	1,725.00	1,725.00	0.00	0.00%
Prepaid Expenses	1,997.25	1,275.00	722.25	56.65%
Accounts Receivable	304,320.52	199,781.31	104,539.21	52.33%
MB Financial - MM #9401	479,792.10	453,370.94	26,421.16	5.83%
Maxsafe Wintrust - MM #2599	1,025,058.82	1,024,034.32	1,024.50	0.10%
Total Assets	$ 2,339,615.53	$ 2,248,038.02	$ 91,577.51	1.86%
Liabilities and Fund Balance				
Due to Members (ADA)	$ 748,897.37	$ 722,626.94	$ (26,270.43)	-3.64%
Payroll Liabilities	8,415.86	3,845.83	(4,570.03)	-118.83%
Vehicle Replacement Fund	92,397.22	99,405.81	7,008.59	7.05%
S.O. Boosters	14,470.41	12,243.20	(2,227.21)	-18.19%
General Fund Balance	1,475,434.67	1,409,916.24	(65,518.43)	-4.65%
Total Liabilities and Fund Balance	$ 2,339,615.53	$ 2,248,038.02	$ 91,577.51	4.07%

Northeast DuPage Special Recreation Association
Summary of Revenue Over Expenditures
For the 1 Month and 8 Months, Months Ending December 31, 2018

Account #	REVENUE RECAP Account	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
41000	Partner Contributions	$ 1,596,931.00	$ 559,083.54	$ 1,593,185.00	$ (3,746.00)	99.77%	$ 1,564,086.00	$ 29,099.00	1.83%
42000	Fees & Charges	341,401.00	26,671.11	263,926.56	(77,474.44)	77.31%	234,273.28	29,653.28	11.24%
42020	Scholarship/Fee Assistance	0.00	40.00	8,747.55	8,747.55	0.00%	10,194.79	(1,447.24)	-16.54%
43000	Fund Development	101,710.00	4,280.00	79,197.81	(22,512.19)	77.87%	72,789.52	6,408.29	8.09%
43200	State/County Grant Revenue	230,000.00	0.00	0.00	(230,000.00)	0.00%	0.00	0.00	0.00%
43250	Grant Revenue	6,797.00	0.00	2,416.30	(4,380.70)	35.55%	0.00	2,416.30	100.00%
43600	Contributions/Donations	42,500.00	490.00	8,158.34	(34,341.66)	19.20%	14,188.10	(6,029.76)	-73.91%
43700	Restricted Contributions/Donations	12,500.00	0.00	3,415.00	(9,085.00)	27.32%	25,449.91	(22,034.91)	-645.24%
44300	Partner ADA Revenue	0.00	81,340.89	359,675.50	359,675.50	0.00%	335,290.23	24,385.27	6.78%
46000	Miscellaneous Income	12,370.00	105.00	3,364.01	(9,005.99)	27.19%	4,573.78	(1,209.77)	-35.96%
46400	Park District Portion Income	0.00	0.00	0.00	0.00	0.00%	1,377.69	(1,377.69)	0.00%
47000	Interest Earned	2,400.00	625.61	5,476.44	3,076.44	228.19%	1,487.59	3,988.85	72.84%
Total Revenue		2,346,609.00	672,636.15	2,327,562.51	(19,046.49)	99.19%	2,263,710.89	63,851.62	2.74%

Account #	EXPENDITURE RECAP Account	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
51100-51300	Salaries	$ 1,193,554.00	$ 81,364.26	$ 822,055.63	$ (371,498.37)	68.87%	$ 798,642.04	$ 23,413.59	2.85%
51400-52400	Insurance/Pension	462,177.00	15,734.71	258,744.02	(203,432.98)	55.98%	245,570.98	13,173.04	5.09%
Various	Administrative	86,895.00	4,345.56	61,687.65	(25,207.35)	70.99%	51,792.30	9,895.35	16.04%
Various	Professional Services	179,110.00	3,633.62	92,750.80	(86,359.20)	51.78%	96,858.40	(4,107.60)	-4.43%
53200-53240	Professional Printing	21,413.00	1,234.20	8,362.11	(13,050.89)	39.05%	11,153.04	(2,790.93)	-33.38%
55000-55180	Marketing/Advertising	8,665.00	35.78	4,237.41	(4,427.59)	48.90%	754.15	3,483.26	82.20%
53500-53650	Program	162,151.00	4,144.01	95,257.58	(66,893.42)	58.75%	106,889.09	(11,631.51)	-12.21%
57100-57400	Vehicles	32,872.00	3,812.66	12,430.01	(20,441.99)	37.81%	17,866.02	(5,436.01)	-43.73%
58100-58400	Utilities	34,575.00	1,477.17	20,336.72	(14,238.28)	58.82%	21,206.59	(869.87)	-4.28%
58700-58850	Special Projects	27,245.00	0.00	24,441.73	(2,803.27)	89.71%	26,511.42	(2,069.69)	-8.47%
66000-66060	Fund Raising	24,451.00	0.00	10,177.86	(14,273.14)	41.63%	0.00	10,177.86	100.00%
58910-58940	Miscellaneous	9,045.00	1,599.78	8,124.55	(920.45)	89.82%	5,627.59	2,496.96	30.73%
Total Expenditures		2,242,153.00	117,381.75	1,418,606.07	(823,546.93)	63.27%	1,382,871.62	35,734.45	0.00%
Net Revenue over Expenditures		$ 104,456.00	$ 555,254.40	$ 908,956.44	$ 804,500.44		$ 880,839.27	$ 28,117.17	
Non-Operating Expenditures									
62000-69000	Non-Operating	50,000.00	17,197.00	407,262.69	357,262.69	814.53%	314,691.89	92,570.80	22.73%
	Subtotal	50,000.00	17,197.00	407,262.69	357,262.69		314,691.89	92,570.80	
Total Net Revenue over Expenditures		$ 54,456.00	$ 538,057.40	$ 501,693.75	$ 447,237.75		$ 566,147.38	$ (64,453.63)	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 8 Months, Months Ending December 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	811,310.00	64,226.76	515,524.19	(295,785.81)	63.54%	522,183.16	(6,658.97)	-1.29%
51200	Payroll:Part Time Wages & Salaries	285,338.00	17,137.50	229,550.04	(55,787.96)	80.45%	199,296.45	30,253.59	13.18%
51210	Part Time Wages - Inclusion	96,906.00	0.00	76,981.40	(19,924.60)	79.44%	77,162.43	(181.03)	-0.24%
		1,193,554.00	81,364.26	822,055.63	(371,498.37)	68.87%	798,642.04	23,413.59	2.85%
Insurance/Pension									
51400	Payroll:FICA & Medicare	91,307.00	6,064.15	60,910.10	(30,396.90)	66.71%	59,417.70	1,492.40	2.45%
51500	Payroll:IMRF	164,911.00	12,575.02	94,368.08	(70,542.92)	57.22%	87,251.10	7,116.98	7.54%
51600	Payroll:Health Insurance	167,534.00	(2,904.46)	84,235.00	(83,299.00)	50.28%	80,378.08	3,856.92	4.58%
52000	Workers Compensation	6,454.00	0.00	1,613.37	(4,840.63)	25.00%	3,623.52	(2,010.15)	-124.59%
52100	Unemployment Compensation	2,500.00	0.00	1,269.00	(1,231.00)	50.76%	0.00	1,269.00	100.00%
52300	Liability Insurance	12,595.00	0.00	6,297.18	(6,297.82)	50.00%	6,390.48	(93.30)	-1.48%
52400	Property Insurance	16,876.00	0.00	10,051.29	(6,824.71)	59.56%	8,510.10	1,541.19	15.33%
		462,177.00	15,734.71	258,744.02	(203,432.98)	55.98%	245,570.98	13,173.04	5.09%
Administrative Expenditures									
53000	Bank Fees & Charges	3,575.00	226.77	1,887.60	(1,687.40)	52.80%	2,404.09	(516.49)	-27.36%
53010	Credit Card Fees	10,000.00	321.58	3,663.41	(6,336.59)	36.63%	4,982.96	(1,319.55)	-36.02%
53100	Postage Expense	8,581.00	126.45	2,100.02	(6,480.98)	24.47%	5,175.70	(3,075.68)	-146.46%
53300	Meeting Related Expenses	2,500.00	1,503.09	2,267.14	(232.86)	90.69%	891.03	1,376.11	60.70%
53400	Office Supplies & Duplicating	9,506.00	653.37	5,130.16	(4,375.84)	53.97%	8,862.47	(3,732.31)	-72.75%
55200	Subscription & Publication	2,953.00	126.97	956.30	(1,996.70)	32.38%	616.19	340.11	35.57%
56000	Continuing Education	14,486.00	0.00	9,306.14	(5,179.86)	64.24%	8,397.32	908.82	9.77%
56100	Professional Memberships	5,046.00	794.00	5,962.99	916.99	118.17%	3,767.32	2,195.67	36.82%
56200	Statewide Legislative Initiatives	550.00	0.00	0.00	(550.00)	0.00%	524.99	(524.99)	0.00%
58500	Maintenance Expenses	20,748.00	593.33	21,117.45	369.45	101.78%	10,904.04	10,213.41	48.36%
58600	Office & Computer Equipment	8,950.00	0.00	9,296.44	346.44	103.87%	5,266.19	4,030.25	43.35%
		86,895.00	4,345.56	61,687.65	(25,207.35)	70.99%	51,792.30	9,895.35	16.04%
Professional Services									
53700	Auditor	10,400.00	0.00	10,400.00	0.00	100.00%	10,100.00	300.00	2.88%
53800	Legal Services	4,800.00	0.00	1,325.00	(3,475.00)	27.60%	2,226.70	(901.70)	-68.05%
53900	Professional Consultants	31,266.00	1,068.50	15,205.75	(16,060.25)	48.63%	13,403.50	1,802.25	11.85%
54000	Payroll Services - Contract	11,500.00	1,050.46	9,047.09	(2,452.91)	78.67%	7,006.08	2,041.01	22.56%
54100	Business Services - Contract	55,703.00	15.00	27,514.98	(28,188.02)	49.40%	13,635.00	13,879.98	50.45%
54330	HMHB Contractual Services	21,942.00	0.00	8,926.00	(13,016.00)	40.68%	9,515.00	(589.00)	-6.60%
54400	Maintenance/Contractual Agreements	19,004.00	478.44	11,374.02	(7,629.98)	59.85%	13,745.37	(2,371.35)	-20.85%
55100	Legal Publications	2,775.00	86.22	551.46	(2,223.54)	19.87%	1,863.75	(1,312.29)	-237.97%
54300	Contractual Services	21,720.00	935.00	8,406.50	(13,313.50)	53.59%	25,363.00	12,848.90	0.00%
		179,110.00	3,633.62	92,750.80	(86,359.20)	51.78%	96,858.40	(4,107.60)	0.00%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 8 Months, Months Ending December 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Professional Printing									
53210	Professional Printing	2,638.00	(2,498.20)	(2,033.70)	(4,671.70)	-77.09%	11,153.04	(13,186.74)	648.41%
53220	Brochure	17,000.00	3,188.00	9,637.00	(7,363.00)	56.69%	0.00	9,637.00	100.00%
53240	Rec Program Printing	1,775.00	544.40	758.81	(1,016.19)	42.75%	0.00	758.81	100.00%
		21,413.00	1,234.20	8,362.11	(13,050.89)	39.05%	11,153.04	(2,790.93)	-33.38%
Marketing/Advertising									
55000	Marketing/Advertsing	0.00	100.00	100.00	100.00	0.00%	0.00	100.00	100.00%
55050	Printed Marketing	3,260.00	0.00	533.24	(2,726.76)	16.36%	754.15	(220.91)	-41.43%
55150	Digital Marketing	3,000.00	25.00	2,034.02	(965.98)	67.80%	0.00	2,034.02	100.00%
55175	Marketing Material	750.00	14.30	18.67	(731.33)	2.49%	0.00	18.67	100.00%
55180	Promotional Marketing	1,655.00	(103.52)	1,551.48	(103.52)	93.75%	0.00	1,551.48	100.00%
		8,665.00	35.78	4,237.41	(4,427.59)	48.90%	754.15	3,483.26	82.20%
Program Expenditures									
53500	Program Supplies	83,493.00	2,911.30	39,427.60	(44,065.40)	47.22%	63,257.61	(23,830.01)	-60.44%
53510	Support Staff Supplies	2,550.00	0.00	34.97	(2,515.03)	1.37%	474.00	(439.03)	-1255.45%
53520	Inclusion Staff Supplies	1,000.00	0.00	2,527.60	1,527.60	252.76%	179.00	2,348.60	92.92%
53530	HMHB Program Supplies	2,410.00	189.92	405.14	(2,004.86)	16.81%	116.74	288.40	71.19%
53630	HMHB Admissions & Facility Space	500.00	0.00	11.00	(489.00)	2.20%	0.00	11.00	100.00%
53650	Program Equipment	6,200.00	64.94	2,762.85	(3,437.15)	44.56%	1,791.07	971.78	35.17%
53600	Program Admissions & Facility Space	65,998.00	977.85	50,088.42	(15,909.58)	75.89%	41,070.67	9,017.75	18.00%
		162,151.00	4,144.01	95,257.58	(66,893.42)	58.75%	106,889.09	(11,631.51)	-12.21%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	15,121.00	60.00	7,904.65	(7,216.35)	52.28%	8,121.56	(216.91)	-2.74%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,981.00	326.93	3,143.79	(1,837.21)	63.12%	2,704.55	439.24	13.97%
57300	Vehicle Expenses:Van Repair & Parts	11,260.00	3,425.73	1,032.33	(10,227.67)	9.17%	5,817.91	(4,785.58)	-463.57%
57400	Vehicle Expenses:Van Rental	1,510.00	0.00	349.24	(1,160.76)	23.13%	1,222.00	(872.76)	-249.90%
		32,872.00	3,812.66	12,430.01	(20,441.99)	37.81%	17,866.02	(5,436.01)	-43.73%
Utilities									
58100	Utilities:Telephones/Internet	12,850.00	391.77	7,179.67	(5,670.33)	55.87%	7,854.14	(674.47)	-9.39%
58200	Utilities:Electricity	13,775.00	0.00	10,166.59	(3,608.41)	73.80%	9,130.43	1,036.16	10.19%
58300	Utilities:Natural Gas	6,200.00	1,085.40	2,162.80	(4,037.20)	34.88%	3,171.91	(1,009.11)	-46.66%
58400	Utilities:Water	1,750.00	0.00	827.66	(922.34)	47.29%	1,050.11	(222.45)	-26.88%
		34,575.00	1,477.17	20,336.72	(14,238.28)	58.82%	21,206.59	(869.87)	-4.28%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 8 Months, Months Ending December 31, 2018

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Special Projects									
58700	Synergy Expenses	27,245.00	0.00	23,560.38	(3,684.62)	86.48%	25,771.46	(2,211.08)	-9.38%
58800	Special Projects	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
58850	Restricted Donation Expense	0.00	0.00	881.35	881.35	0.00%	739.96	141.39	16.04%
		27,245.00	0.00	24,441.73	(2,803.27)	89.71%	26,511.42	(2,069.69)	-8.47%
Fund Raising Expenditures									
66010	Direct Mail Campaign	600.00	0.00	0.00	(600.00)	0.00%	0.00	0.00	0.00%
66030	BBQ Bash Fund Rasing	2,688.00	0.00	90.91	(2,597.09)	3.38%	0.00	90.91	100.00%
66040	Golf Classic Fund Raising	20,138.00	0.00	10,086.95	(10,051.05)	50.09%	0.00	10,086.95	100.00%
66050	Additional Fundraising	1,025.00	0.00	0.00	(1,025.00)	0.00%	0.00	0.00	0.00%
		24,451.00	0.00	10,177.86	(14,273.14)	41.63%	0.00	10,177.86	100.00%
Miscellaneous Expenditures									
58900	Miscellaneous Expenses	0.00	0.00	10.00	10.00	0.00%	0.00	10.00	100.00%
58910	Risk Management	5,613.00	(20.00)	1,174.79	(4,438.21)	20.93%	2,347.52	(1,172.73)	-99.82%
58920	Miscellaneous Expenses:Park District Portion	0.00	0.00	3,224.62	3,224.62	0.00%	1,377.68	1,846.94	57.28%
58930	Miscellaneous Expenses:Director's Administ. Fund	2,132.00	551.78	2,057.11	(74.89)	96.49%	663.05	1,394.06	67.77%
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,300.00	1,068.00	1,658.03	358.03	127.54%	1,239.34	418.69	25.25%
		9,045.00	1,599.78	8,124.55	(920.45)	89.82%	5,627.59	2,496.96	30.73%
Total Operating Expenditures		2,242,153.00	117,381.75	1,418,606.07	(823,546.93)	63.27%	1,382,871.62	35,734.45	0.00%
Non-Operating Expenditures									
62000	Reserve Fund Expenses:Capital Improvements Expense	50,000.00	14,617.00	36,137.60	(13,862.40)	72.28%	21,203.00	14,934.60	41.33%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	2,540.00	362,377.54	362,377.54	0.00%	302,852.20	59,525.34	16.42%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	40.00	8,747.55	8,747.55	0.00%	11,839.69	(3,092.14)	-35.34%
		50,000.00	17,197.00	407,262.69	357,262.69	814.53%	314,691.89	71,367.80	17.52%
Total Operating & Non-Operating Expenditures		2,292,153.00	134,578.75	1,825,868.76	(466,284.24)	79.66%	1,697,563.51	128,305.25	0.00%

Northeast DuPage Special Recreation Association
Restricted Revenue Over Expenditures
For the 1 Month and 8 Months, Months Ending December 31, 2018

Account #	REVENUES Account	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
44000 - 44018	Golf Maration	$ 20,000.00	$ 0.00	$ 13,505.00	$ (6,495.00)	67.53%	$ 15,777.00	$ (2,272.00)	-16.82%
44230	NEDSRA S.O. Booster Club	5,500.00	0.00	$ 2,557.00	2,943.00	46.49%	7,146.00	4,589.00	179.47%
Total Revenue		$ 25,500.00	$ 0.00	$ 16,062.00	$ (9,438.00)	62.99%	$ 22,923.00	$ 2,317.00	14.43%

Account #	EXPENDITURES Account	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over / (Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
66060	Golf Marathon	$ 2,542.00	$ 0.00	$ 1,950.02	$ (591.98)	76.71%	$ 0.00	$ 1,950.02	100.00%
61300	S.O. Boosters	6,300.00	0.00	1,577.08	(4,722.92)	25.03%	2,345.54	(768.46)	-48.73%
65000	Vehicle Replacement	70,786.00	0.00	60,723.00	10,063.00	85.78%	21,203.00	(39,520.00)	-65.08%
Total Expenditures		$ 79,628.00	$ 0.00	$ 64,250.10	$ (15,377.90)	80.69%	$ 23,548.54	$ 40,701.56	0.03%
Restricted Net Revenue over Expenditures		$ (54,128.00)	$ 0.00	$ (48,188.10)	$ 5,939.90		$ (625.54)	$ (38,384.56)	

	Budgeted Member Partner Contribution Due 2018/2019	Operation Allocation Received as of 12/31/2018	Balance Due to Operations Allocation 12/31/2018	Percentage of Operations Allocation Collected as of 12/31/2018	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2018/2019	ADA/Access Reserve Paid 2018/2019	Available ADA/Access Reserve Balance
Addison	$279,757.00	$139,878.50	$139,878.50	50.00%	$352,219.28	$0.00	$0.00	$352,219.28
Bensenville	$182,036.00	$178,292.00	$3,744.00	97.94%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$62,121.00	$62,121.00	$0.00	100.00%	$0.00	$0.00	$0.00	$0.00
Glendale Heights	$171,987.00	$85,933.50	$86,053.50	49.97%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$89,228.00	$89,228.00	$0.00	100.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$296,094.00	$296,094.00	$0.00	100.00%	$0.00	$225,644.14	$225,644.06	$0.08
Medinah	$84,765.00	$84,765.00	$0.00	100.00%	$62,847.45	$52,690.47	$3,200.00	$112,337.92
Oakbrook Terrace	$67,183.00	$67,183.00	$0.00	100.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$89,687.00	$44,843.50	$44,843.50	50.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$138,555.00	$138,555.00	$0.00	100.00%	$170,913.92	$81,340.89	$133,533.48	$118,721.33
Wood Dale	$135,516.00	$135,516.00	$0.00	100.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,596,929.00	$1,322,409.50	$274,519.50	82.81%	$748,897.37	$359,675.50	$362,377.54	$746,195.33

ADDISON			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$352,219.28**
Ck #62833	07/03/2018	$139,878.50	$139,878.50			
Totals			**$139,878.50**	**$0.00**	**$0.00**	**$352,219.28**

BENSENVILLE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Ck # 52384	06/18/2018	$91,018.00	$91,018.00			
Ck # 53611	12/19/2018	$87,274.00	$87,274.00			
Totals			**$178,292.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck # 17315	08/21/2018	$31,060.50	$31,060.50			
Ck # 17505	12/18/2018	$31,060.50	$31,060.50			
Totals			**$62,121.00**	**$0.00**	**$0.00**	**$0.00**

GLENDALE HEIGHTS			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Ck# 197246	07/03/2018	$85,933.50	$85,933.50			
Totals			**$85,933.50**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Ck # 56074	06/18/2018	$44,614.00	$44,614.00			
Ck # 56823	12/21/2018	$44,614.00	$44,614.00			
Totals			**$89,228.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Deposit	06/30/2018	$148,047.00	$148,047.00			
ACH Deposit	06/30/2018	$953.00	$953.00			
ACH Deposit	06/30/2018	$13,260.55	$13,260.55			
ACH Deposit	06/30/2018	$111,440.40		$111,440.40		$111,440.40
ACH Deposit	07/31/2018	$4,436.49	$4,436.49			
ACH Deposit	08/29/2018	$109,006.10	$109,006.10			
ADA Reimbursement	10/01/2018	$111,440.40			$111,440.40	($111,440.40)
ACH Deposit	10/05/2018	$125,430.86	$20,390.86	$105,040.00		$105,040.00
ADA Reimbursement	10/11/2018	$105,039.92			$105,039.92	($105,039.92)
ACH Deposit	11/13/2018	$9,163.74		$9,163.74		$9,163.74
ADA Reimbursement	11/15/2018	$9,163.74			$9,163.74	($9,163.74)
Totals			**$296,094.00**	**$225,644.14**	**$225,644.06**	**$0.08**

MEDINAH			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$62,847.45**
Ck #26285	08/21/2018	$74,704.54	$74,704.54			
ADA Reimbursement	08/31/2018	$660.00			$660.00	($660.00)
Ck #26311	09/28/2018	$24,057.98	$10,060.46	$13,997.52		$13,997.52
Ck #26404	10/15/2018	$33,585.60		$33,585.60		$33,585.60
Ck # 26434	11/20/2018	$5,107.35		$5,107.35		
ADA Reimbursement	12/01/2018	$180.00			$180.00	($180.00)
ADA Reimbursement	12/01/2018	$2,360.00			$2,360.00	($2,360.00)
Totals			**$84,765.00**	**$52,690.47**	**$3,200.00**	**$107,230.57**

OAKBROOK TERRACE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck # 10902	07/03/2018	$33,591.50	$33,591.50			
Ck # 11054	12/18/2018	$33,591.50	$33,591.50			
Totals			**$67,183.00**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck # 68250	06/26/2018	$44,843.50	$44,843.50			**$0.00**
Totals			**$44,843.50**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$170,913.92**
ADA Reimbursement	06/14/2018	$63,204.00			$63,204.00	($63,204.00)
Ck # 175416	07/06/2018	$114,484.96	$114,484.96			
ADA Reimbursement	08/31/2018	$760.00			$760.00	($760.00)
ADA Reimbursement	11/15/2018	$59,336.48			$59,336.48	($59,336.48)
ADA Reimbursement	11/29/2018	$10,233.00			$10,233.00	($10,233.00)
Ck # 176972	12/19/2018	$105,410.93	$24,070.04	$81,340.89		
Totals			**$138,555.00**	**$81,340.89**	**$133,533.48**	**$37,380.44**

WOOD DALE			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$5,539.00**
Ck # 83267	06/26/2018	$67,758.00	$67,758.00			
Ck # 84064	12/21/2018	$67,758.00	$67,758.00			
Totals			**$135,516.00**	**$0.00**	**$0.00**	**$5,539.00**

Putting People First
NEDSRA
Special Recreation Association
1770 W. Centennial Place, Addison, IL 60101-1076
Phone 630.620.4500 Fax 630.620.4598 www.nedsra.org

Date: February 6, 2019

To: Board of Trustees

From: Rick Poole, Executive Director

Re: Agency Report

Administration Report

Grant

The second quarter performance and financial grant reports have been submitted to the state for their review. There have been no disbursements made to NEDSRA to date for this grant.

Facility

The work on the new rooftop HVAC unit was completed in December just in time for the cold weather. Repairs were completed to bathroom partitions in the first floor bathrooms. More repairs will take place in February. A big thank you to the Addison Park District for their help in maintaining clear parking and walkway access to NEDSRA during the recent inclement weather.

Synergy

Superintendent Barton and I met with staff from NWSRA, FVSRA, SEASPAR, WDSRA and WSSRA to discuss the opportunity for cooperative adaptive sports programs. Although there were a variety of challenges including, but not limited to, how to handle nonresidents, the level of competition and fee structures. There was enough interest generated to warrant continuing discussion. Participating SRAs were asked to provide information to the group on how they see a cooperative programs moving forward. These ideas will be discussed at a future meeting.

Recreation Report

Inclusion Services Report
May –December 2018

2018/19	Services Requested	Leisure Buddy Request	Leisure Buddy Placed	Uncovered L.B. Request*	Placement Success	Part Time Wages**	% of Total Expense	Member Partner Leisure Buddy
Summer	64	50	50	0	100%	$62,415	84%	5
School Year	38	25	23	2	92%	$11,508	16%	0
Total	94	75	73	2	97%	$73,923	100%	5

* Butterfield Tuesday/Thursday after school. Lombard Monday-Friday after school.
** Does not include FICA. $96,906 budgeted for the current fiscal year.

Total Registration Report Compared to Same Season Previous Year

	Residents-Disability	Non-Resident Disability	No Disability	Total Registrations
Summer 2018*	1247 (+34)	319 (-290)	448 (-119)	2014 (-375)
Fall 2018	1,400 (+120)	502 (-72)	20 (-36)	1,922 (+12)
Winter 2019				
Spring 2019				
	2,647 (+154)	821 (-362)	468 (-155)	3,936 (-363)

* Does not include full reporting from Synergy programs.
* NEDSRA did not host the ITRS softball tournament in 2018.
* Fiesta De Verano was down over 100 registrations from 2017.

The four athletes from the Huskies Snowshoeing Team qualified for the Special Olympics Winter Games in Galena, February 5-7. Four participants will be doing their best in hopes of bringing home the gold medal in their snowshoeing races.

New inquiry numbers are in for the fall season. We received 17 inquiries in total. The breakdown from communities is: Addison-4, Glendale Heights-4, Villa Park-2, Out of District-2 and Unknown-5. We will continue to track numbers of inquiries seasonally and compile details on resulting registrations at the close of the fiscal year.

NEDSRA hosted a Sensory Open House on January 19, welcoming seven participants and their families. This free event allows participants to explore the sensory room and meet staff in a relaxed setting. Staff will follow up with three of the families that visited NEDSRA for the first time.

Colleen Cline, Recreation Coordinator for Inclusion Services and Support Staff, presented at the 2019 IAPD/IPRA conference on January 26. The session, presented by seven professionals, and titled 'iLEARN: Tools and Solutions When Addressing Diversity and Inclusion in Your Community" was engaging and informative. This was Colleen's fourth consecutive year presenting at Conference.

Marketing & Fund Development

The 2019 Spring brochure is now available online. The 2019 Summer brochure will begin a new series of brochure design. A new look, and color scheme are being implemented.

The 2019 NEDSRA Track and Field Meet is on Saturday, May 18. The Marketing & Communications Department is underway developing flyers, volunteer recruitment, sponsorships, monetary and in-kind donations, and so much more. This is the 40th Anniversary of this great event!

Production of marketing materials for the performances on March 22 and 23 have begun.

When programs and office closures took place due inclement weather, the Marketing and Communication Department worked together to update all fields of communication to participants, family members and guardians. As soon as decisions were made regarding the weather and programs, Facebook and the Website were updated informing the community. We also sent out an email blast with weather updates that included a link to our new spring brochure.

Three website design drafts have been submitted to NEDSRA for review. We will assess these design drafts to determine which would be the best for NEDSRA's new website.

Since the implementation of the Marketing Request forms about eight months ago we have seen an increase in the amount of requests, an increase in streamlining and communication of projects, and an increase in productivity.

Upcoming Events

February 8 Valentine's Dance
Community Recreation Center, Addison
7:00-9:30 pm

March 22 Theater Finale – "15th Annual Jefferson County Variety Show"
7:00-9:00 pm
Mario Parente Theater, Oakbrook Terrace
$3 per ticket

March 23 Theater Finale – "15th Annual Jefferson County Variety Show"
1:00-3:00 pm
Mario Parente Theater, Oakbrook Terrace
$3 per ticket

March 28 Special Olympics Booster's Sports Banquet
6:00-8:30 pm
Glendale Lakes Golf Club
Free for Athletes, $19/person for Friends and Family

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MEMO

Date: February 6, 2019

To: NEDSRA Board of Trustees

From: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation

Re: Recommendation for Purchase of Registration Software

Over the past twelve months NEDSRA staff have conducted a search to identify registration software to replace the Agency's current system which is over 20 years old and no longer meets the needs of the staff, participants and their families.

Staff narrowed the options to CivicRec, ActiveNet and Vermont Systems Inc. (VSI), making site visits to special recreation agencies utilizing all three options, going through demonstrations with each and obtaining pricing. Staff found Vermont Systems Inc., specifically RecTrac and WebTrac 3.1, to be the best fit for the Agency.

Strengths of RecTrac and WebTrac 3.1:

- Initial and ongoing support and training provided by VSI
- Robust reporting capabilities
- Ability to track participant forms (Annual Information, High Risk Waiver, Seizure Plan)
- Customizable screens for administrative staff and customizable splash page for online registration webpage
- Member Partner and Special Recreation Association support

Finances and Payment Processing:
RecTrac and WebTrac are compatible with a limited number of gateways and processors for credit and debit card payment. NEDSRA will move to CardConnect Sole Source Services with a 3% flat, all-inclusive rate. A new payment terminal will be leased. The General Ledger Interface, sold through VSI, will not be purchased initially. This feature will be considered in the future.

IT Considerations:
TechPro, NEDSRA's IT Support Company, has confirmed that the Agency's servers are capable of hosting the software without additional upgrades or expenses. TechPro may be needed on-site during phases of software installation and is willing to build that time into NEDSRA's monthly IT day, which is included in our contract. TechPro anticipates no additional fees to be on-site to support installation.

Timeline and Payment:
VSI will work with NEDSRA on an appropriate timeline for installation, training and going live with the software. VSI has key staff that work directly with Special Recreation Agencies that will be assigned to NEDSRA throughout the process. The process beings with a planning call and signing of the contract. Our goal is to be live with RecTrac no later than the winter season of 2020, with WebTrac to follow shortly after that. Payment for the software is required after installation and payment for training is required at the conclusion of each training.

Quote for RecTrac and WebTrac 3.1:

Software (one-time expense)	$13,460
Maintenance Fees (annual)	$3,186*
Training (one-time expense)	$14,634
Total Purchase Price (includes maintenance and training)	$31,280

*Maintenance fees are subject to a 3% annual increase. Historically, VSI has only raised maintenance fees occasionally; twice over the last thirteen years.

Recommendation for the purchase of registration software for NEDSRA:
NEDSRA staff recommend the purchase of RecTrac and WebTrac 3.1 from Vermont Systems, Inc. in the amount of $31,280.

Recommended Motion:
I move to approve the purchase of RecTrac and WebTrac 3.1 from Vermont Systems, Inc. in the amount of $31,280.

Proposal Summary Pricing
VSI Quote Number: 73214

Please See Detail Breakdown
on Following Pages

Description: **RecTrac / WebTrac**
Prepared For: **Northeast DuPage Special Recreation, Addison, IL**
Contact Name: **Jerry Barton, Superintendent Recreation** Phone Number: **(630)620-4500**
Contact Email: **jbarton@nedsra.org** Fax Number:
Approved By: **Amy Havreluk, Sales Admin (amyh@vermontsystems.com)** Quote Date: **01/30/2019**

Description	Purchase Price	Annual Maint/Svs	Estimated Shipping*	Total Price
RecTrac - Workgroup Multi-User Software				
Application Software	$3,350.00	$1,090.00	$0.00	$4,440.00
Progress OpenEdge Software	$670.00	$218.00	$0.00	$888.00
Support Services - Training & Expenses	$8,373.00	$0.00	$0.00	$8,373.00
Total RecTrac:	$12,393.00	$1,308.00	$0.00	$13,701.00
WebTrac - Basic Edition				
Application Software	$4,325.00	$1,065.00	$0.00	$5,390.00
Progress OpenEdge Software	$865.00	$213.00	$0.00	$1,078.00
VSI-Add-Ons	$1,750.00	$0.00	$0.00	$1,750.00
Support Services - Training & Expenses	$6,261.00	$0.00	$0.00	$6,261.00
Total WebTrac:	$13,201.00	$1,278.00	$0.00	$14,479.00
PayTrac - Workgroup Multi-User Software				
Application Software	$2,500.00	$600.00	$0.00	$3,100.00
Total PayTrac:	$2,500.00	$600.00	$0.00	$3,100.00

VSI TOTALS

Application Software	$10,175.00	$2,755.00	$0.00	$12,930.00
Progress OpenEdge Software	$1,535.00	$431.00	$0.00	$1,966.00
VSI-Add-Ons	$1,750.00	$0.00	$0.00	$1,750.00
Support Services - Training & Expenses	$14,634.00	$0.00	$0.00	$14,634.00
Grand Totals:	**$28,094.00**	**$3,186.00**	**$0.00**	**$31,280.00**

* NOTE: Shipping is FOB - Origin

(Plus Tax Where Applicable / Includes Shipping FOB - Origin)

INSTALLMENT PURCHASE PLAN OPTIONS - NO INTEREST CHARGES

(Total Software License Figure Used For Installment Calculation) *$13,460.00*

Two Year Payment Plan Purchase Option *(Software License Portion Of Installment Amount)* *$6,730.00*

Year 1 (Includes One Half The Software License + All Training + All Travel Expense + All Shipping + Annual Maintenance) **$24,550.00**
Year 2 (Includes One Half The Software License + Annual Maintenance) **$9,916.00**
Year 3+ (Annual Maintenance Only) **$3,186.00**

Three Year Payment Plan Purchase Option *(Software License Portion Of Installment Amount)* *$4,487.00*

Year 1 (Includes One Third The Software License + All Training + All Travel Expense + All Shipping + Annual Maintenance/Services) **$22,307.00**
Year 2 (Includes One Third The Software License + Annual Maintenance/Services) **$7,673.00**
Year 3 (Includes One Third The Software License + Annual Maintenance/Services) **$7,673.00**
Year 4+ (Annual Maintenance/Services Only) **$3,186.00**

Proposal Summary Pricing
VSI Quote Number: 73214

Please See Detail Breakdown
on Following Pages

Description:	**RecTrac / WebTrac**		
Prepared For:	**Northeast DuPage Special Recreation, Addison, IL**		
Contact Name:	**Jerry Barton, Superintendent Recreation**	Phone Number:	**(630)620-4500**
Contact Email:	**jbarton@nedsra.org**	Fax Number:	
Approved By:	**Amy Havreluk, Sales Admin (amyh@vermontsystems.com)**	Quote Date:	**01/30/2019**

1 The Workgroup System is quoted for those organizations with 2-39 concurrent users. The pricing for the actual number of licensed concurrent users is found on the RecTrac quote page under the Application Software section. Two concurrent users are included with the purchase of the first RecTrac module. Additional concurrent users are priced as Additional Users Over 2 (concurrent).

2 VSI uses Progress OpenEdge software to develop and deploy its' software applications, and also embeds the required Progress OpenEdge Enterprise or Workgroup RDBMS (Relational Database Management Software) with its' applications.

3 The Meal Per Diem rate is based on the GSA/DOD rates for your location.

4 The included expenses are ESTIMATED for airfare, lodging, parking, tolls, and rental vehicle (for non-flying trips, car rental can be more due to tolls and gasoline usage). Actual expenses are billed after each trip. For states with Cashless Tolls, there may be a delay in billing these charges as we sometimes don't get these bills from the car rental companies until weeks after a trip is complete.

Meals are listed separately.

5 Time quoted is estimated. Actual time used will be billed.

6 WebTrac Internet Software, which includes all patron mobile WebTrac functions, enables your patrons to process WebTrac transactions real-time using a browser. The WebTrac software does NOT include hosting services, which are quoted separately. If your IT department or your off-premise web hosting vendor doesn't allow third party software to be installed on its web server, then VSI can provide this web hosting service for a nominal monthly fee. Please discuss this issue with your IT department or your off-premise web hosting vendor to determine whether or not VSI should quote the web hosting fee. VSI bills the web only hosting fee on an annual basis. After the first year, this amount is added to your annual maintenance invoice.

7 WebTrac modules require respective RecTrac licensed modules in order to process web transactions.

8 Mobile WebTrac provides patron access to select functions using a smart phone mobile browser. Since Mobile WebTrac is browser based, it is device/operating system independent. Functions such as booking a tee time, enrolling in a class, viewing a calendar of events, making a payment, and displaying their pass barcode are a few of the operations that patrons will be able to access on their phone. All patron related functions that are developed for Mobile WebTrac will be available under this one license fee. In summary, Mobile WebTrac encompasses all of the functions that have been developed across all WebTrac modules.

Mobile Hardware Options: any modern smart phone with or without a bar code scanner, depending on the the application.

9 WebTrac Agents needed are provided to process WebTrac online transactions. Each Agent can service approximately 20 simultaneous requests.

10 Splash Page Options:

14 templates available for 10.3
18 templates available for 3.1

These templates are available on the VSI website for your review. All 18 templates have been created using responsive design.

The $1000 fee includes access to one template of your choice along with VSI support to implement the template on your site. This typically takes 2-4 hours. Any time over 4 hours due to change requests will be charged at $150/hour. Any design changes to a template that requires custom programming will be charged at $175/hour.

The Splash Page will display using responsive design. If you are licensed for Mobile WebTrac, all WebTrac screens, in addition to the Splash page, will display properly for patrons accessing WebTrac from their mobile device (responsive design). Please contact sales for additional information about Mobile WebTrac.

Description:	**RecTrac / WebTrac**		
Prepared For:	**Northeast DuPage Special Recreation, Addison, IL**		
Contact Name:	**Jerry Barton, Superintendent Recreation**	Phone Number:	**(630)620-4500**
Contact Email:	**jbarton@nedsra.org**	Fax Number:	
Approved By:	**Amy Havreluk, Sales Admin (amyh@vermontsystems.com)**	Quote Date:	**01/30/2019**

11 VSI will customize the WebTrac stylesheet to match the appearance of your web site as closely as possible. After you have finalized your WebTrac page specifications, you will be asked to sign an approval form. VSI will provide the stylesheet programming services and then ask you to verify that the results match your specs. If you ask for additional changes following the completion of the initial styling then each major change request is priced at $750.00. Minor & Seasonal change requests are priced at $375.00 each.

12 The VSI ERI (External Redirect Interface) fee applies to any of the credit card vendor options.

13 The specific credit card EMV (Chip and Pin) device delivered depends on the PayTrac solution you select. This line item is used as a placeholder for budgeting purposes. The different devices range in price from $500-$860. The device in most cases will be purchased directly from the approved Gateway of your choice.