



# Board Packet

Wednesday, June 12, 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

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**Agenda**  
**Board of Trustees Regular Meeting**  
**Wednesday, June 12, 2019, 1:30 PM**  
**NEDSRA Office**

- |  |                          |
|--|--------------------------|
| 1. Call 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 – May 8, 2018                                 | <b>Voice Vote</b>        |
| 6. Comments and Communications   | Executive Director Poole |
| Recreation Coordinator, Maggie Goode will give a brief presentation on programs she manages.           |                          |
| 7. Consent Agenda – Financial Reports  | Chairman Friedrichs      |
| a. Ratify NEDSRA Disbursements and Financial Statements<br>– Period Ending April 30, 2019              | <b>Roll Call Vote</b>    |
| 8. Chairman of the Board Comments  | Chairman Friedrichs      |
| 9. Agency Report   | Executive Director Poole |
| 10. Unfinished Business  | Chairman Friedrichs      |
| a. Synergy agreement termination   | <b>Roll Call Vote</b>    |
| 11. Election of New Officers   |                          |
| a. Nomination for Office of Chairman of the NEDSRA Board of Trustees                                   | Chairman Friedrichs      |
| Motion to close nominations  | <b>Roll Call Vote</b>    |
| Motion to approve the nomination   | <b>Roll Call Vote</b>    |
| (New Chairman then presides.)  |                          |
| b. Nomination for Offices of Vice-Chairman, Secretary, Treasure and Position of Recording Secretary    | Chairman Baum            |
| Motion to close nominations  | <b>Roll Call Vote</b>    |
| Motion to approve nominations  | <b>Roll Call Vote</b>    |
| 12. Appointment of Executive Committee   | Chairman Baum            |
|  | <b>Roll Call Vote</b>    |

- |   |                       |
|---|-----------------------|
| <b>13. New Business</b>   | <b>Director Poole</b> |
| a. RFQ for NEDSRA legal services – Discussion only                                    |                       |
| <b>14. Board of Trustees Comments</b>   | <b>Chairman Baum</b>  |
| <b>15. Next Meeting Date Wednesday, September 4, 2019, at 1:30 PM, NEDSRA Office.</b> | <b>Chairman Baum</b>  |
| <b>16. Adjournment</b>  | <b>Chairman Baum</b>  |

Northeast DuPage Special Recreation Association (NEDSRA) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact **ADA Coordinator at 630.620.4500** promptly to allow the Association to make reasonable accommodations.

**BOARD OF TRUSTEES REGULAR MEETING MINUTES**  
**Wednesday, May 8, 2019**

1. **Call to Order:** Chairman Friedrichs called the meeting to order at 1:31 p.m.
2. **Roll Call:** The following Roll Call was taken:

**Members Present:** Jen Hermonson, Addison Park District  
Phyllis Schmidt, Bensenville Park District  
Tim White, Butterfield Park District  
Keith Knautz, Village of Glendale Heights  
Maryfran Leno, Itasca Park District  
Paul Friedrichs, Lombard Park District  
Bruce Baum, Medinah Park District  
Cathy Fallon, Oakbrook Terrace Park District  
Greg Gola, Village of Villa Park  
Mike Huber, Wood Dale Park District

**Members Absent:** 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

Chairman Friedrichs requested a motion to suspend the order of the agenda and move items 13 through 15 to position 3 on the agenda. A motion was made by Trustee Leno and a second by Trustee Knautz. The motion passed unanimously on a voice vote with 10 ayes and 0 nays.

**3. Motion to Convene into Closed Meeting**

- a. Approval to convene into Closed Session for the purposes of discussing issues related to the appointment, employment, compensation, discipline, performance or dismissal of personnel pursuant to the Open Meetings Act, 5 ILCS 120/2/(c)(1). A motion was made by Trustee Knautz and a second by Trustee Leno. On a roll call vote, voting aye: Trustee Leno, Itasca Park District; Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Huber, Wood Dale Park District; Trustee Hermonson, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee White, Butterfield Park District; Trustee Knautz, Village of Glendale Heights. Motion passed with 10 ayes and 0 nays.

**4. Closed Meeting**

**5. Reconvene Open Meeting**

Take action on items discussed in Closed Session pursuant to Section 5 ILCS 120/2/(c)(1) of the Open Meetings Act.

- a. Possible action on the Executive Director's compensation. Chairman Friedrichs asked for a motion to approve a 3.0% salary increase for Executive Director Rick Poole. A motion was made by Trustee Leno and a second by Trustee Fallon. On a roll call vote, voting aye: Trustee Friedrichs, Lombard Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Huber, Wood Dale Park District; Trustee Hermonson, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee White, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District;. Motion passed with 10 ayes and 0 nays.

Chairman Friedrichs excused himself from the meeting at 2:28 p.m. and Vice-Chairman Baum chaired the remainder of the meeting.

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

7. **Public Comments:** None

8. **Approval of Meeting Minutes:**

- a. Vice-Chairman Baum requested a motion to approve Board of Trustees regular meeting minutes of April 3, 2019. Motion to approve was made by Trustee Leno and a second made by Trustee Gola. There being no discussion, motion passed unanimously on a voice vote with 9 ayes and 0 nays.

9. **Comments and Communications:** Director Poole reminded everyone that the NEDSRA BBQ Bash was coming up, and also the Golf Marathon. There were 11 golfers registered.

10. **Consent Agenda – Ratify NEDSRA Financial Statements:**

- a. Chairman Friedrichs requested a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending March 31, 2019. The motion was made by Trustee Leno and seconded by Trustee Kanutz. On a roll call vote, voting aye: Trustee Schmidt, Bensenville Park District; Trustee White, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Huber, Wood Dale Park District; Trustee Hermonson, Addison Park District. Motion passed with 9 ayes and 0 nays.

11. **Chairman of the Board Comments:** Vice-Chairman Baum reminded everyone about the Track Meet and to RSVP for the upcoming Reach for the Stars. Vice-Chairman Baum stated that the election of new officers for the NEDRSA Board of Trustees would take place at the June 12 meeting.

The slate for those positions is:

Chairman: Bruce Baum, Medinah Park District  
Vice-Chairman: Matthew Ellmann, Wood Dale Park District  
Secretary: Keith Knautz, Village of Glendale Heights  
He asked if there was any discussion. There was none.

12. **Agency Report:** Director Poole announced that the Addison Knights of Columbus had been approved for dates to be in front of the Addison Walmart and Jewel for fundraising and they offered some of those days to NEDSRA. Marketing/Fund Development Manager Chereso organized individuals to be at those places to collect donations to be used for the vehicle replacement fund. In two and a half days \$1000 was raised. Director Poole said it was very uplifting experience and an excellent community outreach. He also said that

he has received the dollar amount for the engineering on the AC units and it came in under what was anticipated at about \$6,500. Director Poole announced that moving forward at Board meetings there will be staff scheduled to speak at the meetings throughout the year. May 18 is the Track Meet and 8:30 a.m. is the parade line up. Superintendent Barton updated the Board on the Jeena Greenwalt scholarship balance. He noted that there were fifteen applicants this year due to Marketing Manager Chereso's help. He pointed out the Inclusion statistics in the packet and also the HMHB information. Marketing Manager Chereso spoke about the upgrades to the NEDSRA brochure and Trustee Leno said it looks very good. Business Services Consultant Batten updated the Board on the Audit dates and process for fiscal year 2018/2019.

13. There was no unfinished business.

14. **New Business:**

- a. Resolution for Agency Registered Agent appointment. Since Heidi Katz is retiring as the Agency attorney, NEDSRA must appoint a new Registered Agent to file the Not for Profit Annual Report. This does not need to be an attorney. Therefore, NEDSRA will appoint Susan Martellotta, Executive Assistant and Board of Trustees' Recording Secretary as the Registered Agent. Vice-Chairman Baum requested a motion to adopt Resolution #05-08-2019-02 to appoint Susan Martellotta as the NEDSRA Registered Agent. A motion was made by Trustee Leno and a second by Trustee Gola. On a roll call vote, voting aye: Trustee White, Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Huber, Wood Dale Park District; Trustee Hermonson, Addison Park District; Trustee Schmidt, Bensenville Park District. Motion passed with 9 ayes and 0 nays.
- b. Resolution for appointment of agency FOIA and OMA officers. Vice-Chairman Baum requested a motion to adopt Resolution #05-08-2019-01 to appoint Executive Director Rick Poole, and Executive Assistant Susan Martellotta as the NEDSRA FOIA and OMA officers. A motion was made by Trustee Leno and a second by Trustee Knautz. On a roll call vote, voting aye: Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Fallon, Oakbrook Terrace Park District; Trustee Gola, Village of Villa Park; Trustee Huber, Wood Dale Park District; Trustee Hermonson, Addison Park District; Trustee Schmidt, Bensenville Park District; Trustee White, Butterfield Park District. Motion passed with 9 ayes and 0 nays.

15. **Board of Trustees Comments:** Trustee Hermonson updated the process on the gymnasium air-conditioning project. Trustee Leno suggested a grant from ComEd be looked into and proposed sending to legislators as well. Trustee White noted that this was his last Board of Trustees meeting with NEDSRA and was wished well by the Board. Trustee Schmidt spoke of the Bensenville Carnival on May 16 through May 19. Trustee Huber said that Trustee Ellmann and he would be willing to offer help to invigorate the Golf Marathon event and would be open to talking about new ideas to increase participation in the future. Trustee Leno talked about the Dog Park opening on May 18 and Itasca is closing the water park on May 18 to tear down the old bath house and build a new space for programming. She stated that Itasca Park District is also in the middle of an ERI.

16. **Next Meeting Date:** Vice-Chairman Baum stated that the next meeting is Wednesday, June 12, 2019, 1:30 PM at the NEDSRA office.

17. **Adjournment:** Vice-Chairman Baum 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 Knautz and a second by Trustee Fallon. The motion passed unanimously on a voice vote with 9 ayes and no nays. The meeting was adjourned at 2:51 p.m.

Respectfully submitted,

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Susan Martellotta, Recording Secretary

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Paul Friedrichs, Chairman

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Matthew Ellmann, Board Secretary



## FINANCIALS NARRATIVE

**To:** NEDSRA Board of Trustees  
**From:** Business Services  
**Date:** June 12, 2019  
**Re:** Financial Statements for Period Ending 04/30/2019 (Unaudited)

Annual revenues and expenditures mirrored budget. The financials that are presented for April 30, 2019 are unaudited. Field work for the audit will begin at the end of June and the final audit numbers will be presented at the September board meeting.

	<b>04/30/2019 YTD Actual</b>	<b>2018/19 Budget</b>	<b>04/30/2018 YTD Actual</b>
<b>Revenue</b>	\$2,339,616	\$2,346,609	\$2,035,673
<b>Expenses</b>	\$2,199,411	\$2,242,153	\$1,858,928
<b>Net Revenue/Expenses*</b>	<b>\$140,205</b>	<b>\$104,456</b>	<b>\$176,745</b>

<b>General Fund</b>	<b>04/30/2019 YTD Actual</b>	<b>2018/19 Budget</b>
<b>Beginning Balance</b>	\$1,019,470	\$1,019,470
<b>* Increase/Decrease</b>	\$140,205	\$104,456
<b>Ending General Fund Balance (Unaudited)</b>	<b>\$1,159,675</b>	<b>\$1,123,926</b>

# Northeast DuPage Special Recreation Association

## Check List

All Bank Accounts

April 1, 2019 - April 30, 2019

Check Number	Check Date	Payee	Amount
<b>Vendor Checks</b>			
52127	04/05/19	Ashley, Lisa	480.00
52128	04/05/19	Barton, Jerry	80.00
52129	04/05/19	Glendale Lakes Golf Club	2,946.47
52130	04/05/19	Jensen's Plumbing & Heating, INC	4,775.00
52131	04/05/19	Joe's DoJo	112.00
52132	04/05/19	Official Finders	28.00
52133	04/05/19	West & Sons Towing	187.50
52134	04/10/19	Medinah Park District	114,268.66
52135	04/11/19	Addison Park District	814.95
52136	04/11/19	AT&T	186.03
52137	04/11/19	ComEd	818.07
52138	04/11/19	Jensen's Plumbing & Heating, INC	620.00
52139	04/11/19	Konica Minolta Business Solutions, Inc.	744.27
52140	04/11/19	Lynette Morissette	108.00
52141	04/11/19	Orkin	92.12
52142	04/11/19	Park District Risk Management Agency	9,016.11
52143	04/11/19	Park District Risk Management Agency	15,478.72
52144	04/11/19	TechPro, Inc.	1,068.50
52145	04/11/19	Warehouse Direct Workplace Solutions	342.71
52146	04/11/19	WDSRA	162.50
52147	04/17/19	NICOR	973.86
52148	04/25/19	Addison, Village of	318.10
52149	04/25/19	Allen-Sebok, Donna	1,257.25
52150	04/25/19	Callahan, Peggy	397.00
52151	04/25/19	Konica Minolta Business Solutions, Inc.	594.22
52152	04/25/19	Lauterbach & Amen, LLP	4,697.92
52153	04/25/19	Lisa Danhouser	369.00
52154	04/25/19	Lombard Park District	2,070.00
52155	04/25/19	Martellotta, Susan J	290.15
52156	04/25/19	Miller, Lori Gorden	63.68
52157	04/25/19	Sean Fritsch	90.00
52158	04/25/19	Sean Tovey	65.52
52159	04/25/19	Titan Image Group, Inc.	330.00
52160	04/26/19	Butterfield Park District	7,357.25
52161	04/30/19	Wolf Spirit LLC	100.00
04/17/2019	04/25/19	Sams Club Direct	201.88
04/26/2019	04/25/19	Paychex	69.45
04/26/2019	04/25/19	Paychex	350.02
4/12/2019	04/12/19	Paychex	353.23
4/12/2019	04/12/19	Paychex	69.45
4/15/2019	04/25/19	WageWorks	116.00
4/18/2019	04/18/19	Konica Minolta Premier Finance	351.69
4/30/19	04/30/19	BMO Harris P-Card	12,073.47
4/30/19	04/30/19	AFLAC	83.88
4/30/2019	04/30/19	Konica Minolta Premier Finance	351.69
<b>Vendor Check Total</b>			<u>185,324.32</u>
<b>Check List Total</b>			<u><u>185,324.32</u></u>

Check count = 45

# Northeast DuPage Special Recreation Association

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Vendor Checks</b>						
Ashley, Lisa 54305	TREC/School/CA	Ashley, Lisa - Music Lessons - March	480.00	52127	04/05/19	<u>480.00</u>
Barton, Jerry 56100	Professional Memberships	Barton, Jerry - NCTRC Certification Reimbursement	80.00	52128	04/05/19	<u>80.00</u>
Glendale Lakes Golf Club 53506	Program Supplies:Special Olympics	Glendale Lakes Inv # 43552.90	2,946.47	52129	04/05/19	<u>2,946.47</u>
Jensen's Plumbing & Heating, INC 62000	Reserve Fund Expenses:Capital Improvements Expense	Jensen's Plumbing - Inv # J26592 (Replace Furnance)	4,775.00	52130	04/05/19	<u>4,775.00</u>
Joe's DoJo 54302	AID	Joe's DoJo - Karate Instructor Payment	112.00	52131	04/05/19	<u>112.00</u>
Official Finders 54306	Special Olympics	Official Finders - Inv # 7031	28.00	52132	04/05/19	<u>28.00</u>
West & Sons Towing 57300	Vehicle Expenses:Van Repair & Parts	West & Sons Towing - Inv # 82204	187.50	52133	04/05/19	<u>187.50</u>
Medinah Park District 66000	Reserve Fund Expenses:ADA Partner Reimbursement	Medinah Park District-ADA Project Reimbursement	114,268.66	52134	04/10/19	<u>114,268.66</u>
Addison Park District 57100 58500	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls Maintenance Expenses	Addison PD - Fuel February Addison PD - Refuse Revoal - 02/19	731.46 83.49	52135	04/11/19	<u>814.95</u>
AT&T 58100	Utilities: Telephones/Internet	AT&T - Inv # 630916686003	186.03	52136	04/11/19	<u>186.03</u>
ComEd 58200	Utilities:Electricity	ComEd - Service Period (2/25/19 - 3/26/19)	818.07	52137	04/11/19	<u>818.07</u>
Jensen's Plumbing & Heating, INC 58500 58500	Maintenance Expenses Maintenance Expenses	Jensen's Plumbing - Inv # 106120 Jensen's Plumbing - Inv # 105654	450.00 170.00	52138	04/11/19	<u>620.00</u>
Konica Minolta Business Solutions, Inc. 54400	Maintenance/Contractual Agreements	Konica Minolta Business Solutions - Inv # 9005518606	744.27	52139	04/11/19	<u>744.27</u>
Lynette Morissette 42500	TREC/School/CA	Lynette Morissette - Refund - Program # F18-2212 (Low Enrollment)	108.00	52140	04/11/19	<u>108.00</u>
Orkin				52141	04/11/19	<u>92.12</u>

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58500	Maintenance Expenses	Orkin - Inv # 179089767	92.12			
Park District Risk Management Agency				52142	04/11/19	<u>9,016.11</u>
52300	Liability Insurance	PDRMA -1st Quarter Payment	3,159.51			
52400	Property Insurance	PDRMA -1st Quarter Payment	4,214.73			
52000	Workers Compensation	PDRMA -1st Quarter Payment	1,641.87			
Park District Risk Management Agency				52143	04/11/19	<u>15,478.72</u>
51600	Payroll:Health Insurance	PDRMA Health Insurance - March 2019	15,478.72			
TechPro, Inc.				52144	04/11/19	<u>1,068.50</u>
53900	Professional Consultants	TechPro - Inv # 248356	900.00			
53900	Professional Consultants	TechPro - Inv # 248355	168.50			
Warehouse Direct Workplace Solutions				52145	04/11/19	<u>342.71</u>
53400	Office Supplies & Duplicating	Warehouse Direct - Acct # 142931	195.80			
58500	Maintenance Expenses	Warehouse Direct - Acct # 142931	146.91			
WDSRA				52146	04/11/19	<u>162.50</u>
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	WDSRA - Scholarship of Synergy Jr Bulls Wheelchair Basketball Fee	162.50			
NICOR				52147	04/17/19	<u>973.86</u>
58300	Utilities:Natural Gas	NICOR - PE 04/02/19	973.86			
Addison, Village of				52148	04/25/19	<u>318.10</u>
58400	Utilities:Water	Addison, Village of - (Acct # 13927000)	318.10			
Allen-Sebok, Donna				52149	04/25/19	<u>1,257.25</u>
54300	Contractual Services:Admin/General	Allen-Sebok, Donna - Inv # 3-19	1,257.25			
Callahan, Peggy				52150	04/25/19	<u>397.00</u>
42800	Trips	Callahan, Peggy - Participant Withdrawal	397.00			
Konica Minolta Business Solutions, Inc.				52151	04/25/19	<u>594.22</u>
54400	Maintenance/Contractual Agreements	Konica Minolta Business Solutions, Inc. - Inv # 9005615059	594.22			
Lauterbach & Amen, LLP				52152	04/25/19	<u>4,697.92</u>
54100	Business Services - Contract	Lauterbach & Amen, LLP - Inv # 35485	4,697.92			
Lisa Danhouser				52153	04/25/19	<u>369.00</u>
42400	Youth & Sensory	Lisa Danhouser - Participant Withdrawal	68.00			
42500	TREC/School/CA	Lisa Danhouser - Participant Withdrawal	24.00			
42400	Youth & Sensory	Lisa Danhouser - Participant Withdrawal	24.00			
42400	Youth & Sensory	Lisa Danhouser - Participant Withdrawal	175.00			
42400	Youth & Sensory	Lisa Danhouser - Participant Withdrawal	78.00			

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Lombard Park District				52154	04/25/19	<u>2,070.00</u>
54330	HMHB Contractual Services	Lombard Park District - Inv # 105	2,070.00			
Martellotta, Susan J				52155	04/25/19	<u>290.15</u>
46000	Misc. Income	Martellotta, Susan J - Petty Cash	-5.00			
53502	Program Supplies:AID	Martellotta, Susan J - Petty Cash	36.00			
53400	Office Supplies & Duplicating	Martellotta, Susan J - Petty Cash	152.44			
53501	Program Supplies:Rec Special Events	Martellotta, Susan J - Petty Cash	3.57			
53602	AID	Martellotta, Susan J - Petty Cash	-1.00			
53604	Youth & Sensory	Martellotta, Susan J - Petty Cash	-2.75			
55180	Promotional Marketing	Martellotta, Susan J - Petty Cash	20.00			
56000	Continuing Education Reserve Fund	Martellotta, Susan J - Petty Cash	14.18			
61300	Expenses:Booster Expenses:S.O. Boosters Expenses	Martellotta, Susan J - Petty Cash	27.76			
66049	Golf Classic Fund Raising:Supplies	Martellotta, Susan J - Petty Cash	19.95			
66060	Golf Marathon Fund Raising	Martellotta, Susan J - Petty Cash	25.00			
Miller, Lori Gorden				52156	04/25/19	<u>63.68</u>
58940	Miscellaneous Expenses:Employee Recognition/Relations	Miller, Lori Gorden - Petty Cash Reimbursement	27.21			
53505	Program Supplies:TREC/School/CA	Miller, Lori Gorden - Petty Cash Reimbursement	28.73			
53503	Program Supplies:APD/YAR	Miller, Lori Gorden - Petty Cash Reimbursement	7.74			
Sean Fritsch				52157	04/25/19	<u>90.00</u>
53604	Youth & Sensory	Sean Fritsch - Petty Cash Reimbursement	80.00			
53604	Youth & Sensory	Sean Fritsch - Petty Cash Reimbursement	10.00			
Sean Tovey				52158	04/25/19	<u>65.52</u>
53506	Program Supplies:Special Olympics	Sean Tovey -Petty Cash Reimbursment	8.38			
56000	Continuing Education	Sean Tovey -Petty Cash Reimbursment	6.50			
53300	Meeting Related Expenses	Sean Tovey -Petty Cash Reimbursment	21.74			
53300	Meeting Related Expenses	Sean Tovey -Petty Cash Reimbursment	28.90			
Titan Image Group, Inc.				52159	04/25/19	<u>330.00</u>
12300	Prepaid Expenses	Titan Image Group, Inc - (Acct # 53200) - Inv # 55320	330.00			
Butterfield Park District				52160	04/26/19	<u>7,357.25</u>
51210	Part Time Wages - Inclusion	Butterfield Park District - Reimbursement	7,357.25			
Wolf Spirit LLC				52161	04/30/19	<u>100.00</u>
53650	Program Equipment	Wolf Spirit LLC-Nikki's Garden Planter	100.00			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Sams Club Direct				04/17/2019	04/25/19	<u>201.88</u>
53500	Program Supplies	Sams Club Direct	193.68			
	Reserve Fund					
61300	Expenses:Booster	Sams Club Direct	16.20			
	Expenses:S.O. Boosters					
	Expenses					
	Reserve Fund					
61300	Expenses:Booster	Sams Club Direct	-8.00			
	Expenses:S.O. Boosters					
	Expenses					
Paychex				04/26/2019	04/25/19	<u>69.45</u>
54000	Payroll Services - Contract	Paychex - Inv # 106940	69.45			
Paychex				04/26/2019	04/25/19	<u>350.02</u>
54000	Payroll Services - Contract	Paychex - Inv # 106935	350.02			
Paychex				4/12/2019	04/12/19	<u>353.23</u>
54000	Payroll Services - Contract	Paychex - Inv # 106207	353.23			
Paychex				4/12/2019	04/12/19	<u>69.45</u>
54000	Payroll Services - Contract	Paychex - Inv # 106227	69.45			
WageWorks				4/15/2019	04/25/19	<u>116.00</u>
51600	Payroll:Health Insurance	WageWorks - Inv # 1349310 (Mar 2019)	116.00			
Konica Minolta Premier Finance				4/18/2019	04/18/19	<u>351.69</u>
54400	Maintenance/Contractual Agreements	Konica Minolta Premier Finance - Inv #	351.69			
AFLAC				4/30/19	04/30/19	<u>83.88</u>
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC - Inv # 357339	83.88			
BMO Harris P-Card				4/30/19	04/30/19	<u>12,073.47</u>
12300	Prepaid Expenses	BMO Harris P-Card	2,154.94			
53400	Office Supplies & Duplicating	BMO Harris P-Card	97.81			
53500	Program Supplies	BMO Harris P-Card	24.99			
53502	Program Supplies:AID	BMO Harris P-Card	2,008.80			
53503	Program Supplies:APD/YAR	BMO Harris P-Card	52.95			
53504	Program Supplies:Youth & Sensory	BMO Harris P-Card	391.70			
53505	Program Supplies:TREC/School/CA	BMO Harris P-Card	809.69			
53508	Program Supplies:Trips	BMO Harris P-Card	1,104.59			
53530	HMHB Program Supplies	BMO Harris P-Card	212.02			
53602	AID	BMO Harris P-Card	734.75			
53603	APD/YAR	BMO Harris P-Card	105.75			
53604	Youth & Sensory	BMO Harris P-Card	160.00			
53605	TREC/School/CA	BMO Harris P-Card	1,445.45			
53606	Special Olympics	BMO Harris P-Card	228.00			
53608	Trips	BMO Harris P-Card	20.00			
53650	Program Equipment	BMO Harris P-Card	899.49			
55100	Legal Publications	BMO Harris P-Card	11.00			
55180	Promotional Marketing	BMO Harris P-Card	37.37			
55200	Subscription & Publication	BMO Harris P-Card	101.98			

# Northeast DuPage Special Recreation Association

## Check Register

All Bank Accounts

April 1, 2019 - April 30, 2019

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
56000	Continuing Education	BMO Harris P-Card	80.00			
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	217.70			
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	743.76			
58100	Utilities: Telephones/Internet	BMO Harris P-Card	212.94			
58500	Maintenance Expenses	BMO Harris P-Card	8.47			
58930	Miscellaneous Expenses:Director's Administ. Fund	BMO Harris P-Card	75.74			
58940	Miscellaneous Expenses:Employee Recognition/Relations	BMO Harris P-Card	133.58			
Konica Minolta Premier Finance				4/30/2019	04/30/19	351.69
54400	Maintenance/Contractual Agreements	Konica Minolta Premier Finance	351.69			
<b>Check List Total</b>						<u><u>185,324.32</u></u>

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Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total Amount
Kristen	Chereso	04/13/2019	Party City 5171	Tickets for BBQ Bash. Move to 66039 after 5/1/2019	12300	28.80	
Colleen	Cline	04/26/2019	Baudville Inc.	Reach for the Stars Awards 53501	12300	73.02	
Colleen	Cline	04/25/2019	Baudville Inc.	Reach for the Stars Awards 53501	12300	375.53	
Colleen	Cline	04/24/2019	Baudville Inc.	Reach for the Stars Awards 53501	12300	175.09	
A Maggie	Goode	04/15/2019	Ipromo Inc	RFTS Ppts & Staff Recognition 53501	12300	1,502.50	2,154.94
Susan J	Martellotta	04/24/2019	Amzn Mktp Us*mz4gg8hh0	Wall Calendar	53400	46.95	
Susan J	Martellotta	04/10/2019	Cdw Govt #rvj0385	Flash Drives	53400	50.86	97.81
Nedsra	Nedsra1	04/05/2019	Signupgenius	Signup Genius	53500	24.99	24.99
Robert	Griffin	04/26/2019	Dollar Tree	Bingo Supplies	53502	25.00	
Debbi	Pawinski	04/25/2019	Jimmy Johns - 1759	Bowl Appetit Meals	53502	126.72	
Carrie	Henry	04/24/2019	Armands Restaurant & L	Lunch for Staff/ppts for Wild Wednesdays	53502	49.02	
Robert	Griffin	04/24/2019	Wm Supercenter #5442	Bingo Supplies	53502	39.20	
Robert	Griffin	04/24/2019	Wal-Mart #5442	Cooking Supplies	53502	42.15	
A Maggie	Goode	04/24/2019	Amzn Mktp Us*mz35j0qe1	Prom Supplies	53502	10.99	
A Maggie	Goode	04/24/2019	Amzn Mktp Us*mz3us4qv1	Prom Supplies	53502	32.48	
A Maggie	Goode	04/19/2019	Amzn Mktp Us*mz8g48110	Prom Supplies	53502	12.85	
A Maggie	Goode	04/19/2019	Amzn Mktp Us*mz6cj4150	Prom Supplies	53502	15.35	
A Maggie	Goode	04/22/2019	Amzn Mktp Us*mz9lr1e22	Prom Supplies	53502	44.98	
A Maggie	Goode	04/19/2019	Amzn Mktp Us*mz1tg90t0	Prom Supplies	53502	21.24	
Debbi	Pawinski	04/18/2019	Portillos Hot Dogs #4	Bowl Appetit Meals	53502	125.19	
Robert	Griffin	04/17/2019	Wm Supercenter #5442	Cooking Supplies	53502	22.76	
Debbi	Pawinski	04/13/2019	5guys 0524 Qsr	SRR Meals	53502	177.19	
Sharon	Pearce	04/13/2019	Buca Di Beppo-Lombard	SNC Meals	53502	229.00	
Debbi	Pawinski	04/11/2019	Popeyes Addison	Bowl Appetit Meals	53502	108.56	
Tessa	Longo	04/11/2019	Dollar Tree	Traveling Tourists program supply	53502	21.89	
Jacob	Boyko	04/12/2019	Famous Dave S Addison	Friday Friends Meals	53502	167.11	
Beth	Corso	04/10/2019	Firehouse Dogs	Wild Wednesdays Supplies	53502	32.17	
Robert	Griffin	04/10/2019	Wal-Mart #5442	FNR Supplies	53502	27.20	
Robert	Griffin	04/10/2019	Wal-Mart #5442	Cooking Supplies	53502	31.33	
Amanda	Hagen	04/08/2019	Wal-Mart #5442	Day Trippers Lunch Supp	53502	60.62	
Tessa	Longo	04/04/2019	Franky S Red Hots	Traveling Tourists Program supply	53502	40.95	
Debbi	Pawinski	04/04/2019	Billys Of Addison	Bowl Appetit Meals	53502	125.13	
Robert	Griffin	04/03/2019	Wm Supercenter #5442	Cooking Supplies	53502	38.96	
Beth	Corso	04/03/2019	Wm Supercenter #5442	Wild Wednesdays Supplies	53502	22.41	
Amanda	Hagen	04/01/2019	Wm Supercenter #5442	Day Trippers Lunch Sup	53502	66.55	
Debbi	Pawinski	03/30/2019	Panda Express #1450	SRR Meals	53502	87.00	
Mindy	Jack	03/30/2019	McDonald S F78	Program Meals	53502	26.57	
Debbi	Pawinski	03/30/2019	McDonald S F13512	SRR Meals	53502	11.13	
Robert	Griffin	03/29/2019	Red Dragon Chinese Res	FNR Supplies	53502	167.10	2,008.80
Lori	Miller	03/28/2019	Museum Of Science & In	Meals at the Museum of Science and Industry	53503	11.58	
Lori	Miller	03/28/2019	Museum Of Science & In	Meals at the Museum of Science and Industry	53503	12.68	
Lori	Miller	03/28/2019	Museum Of Science & In	Meals at the Museum of Science and Industry	53503	28.69	52.95
Kristen	Chereso	04/24/2019	Amazon.Com*mz01l7pl2	Sensory Station Open House supplies	53504	12.76	
Nedsra	Camp	04/22/2019	Marianos #511	Cooking Crew Supplies	53504	23.43	
Nedsra	Camp	04/15/2019	Marianos #511	Cooking Crew Supplies	53504	17.11	
Tessa	Longo	04/09/2019	Big Lots Stores - #155	Sensory Swim Equipment	53504	5.00	
Nedsra	Camp	04/08/2019	Marianos #511	Cooking Crew Supplies	53504	23.31	

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total Amount
Tessa	Longo	04/06/2019	Wm Supercenter #5442	Sensory Blue at the Zoo program supply	53504	8.98	
Sarah	Wood	04/05/2019	Home Run Inn Hillside	Teen Scene Meal	53504	82.03	
Debbi	Pawinski	04/05/2019	Wm Supercenter #5442	Horseback Riding Lessons Snacks	53504	10.90	
Tessa	Longo	03/31/2019	Aldi 40038	Sensory Swim program supply	53504	6.10	
Nedsra	Camp	04/01/2019	Marianos #511	Cooking Crew Supplies	53504	23.94	
Sarah	Wood	03/29/2019	Mod Pizza Schaumburg B	Spring Break Supplies	53504	131.35	
Tessa	Longo	03/31/2019	Five Below 732	Sensory Station	53504	4.00	
Tessa	Longo	03/31/2019	Five Below 732	Sensory Station	53504	10.00	
Sarah	Wood	03/29/2019	Gigis Playhouse Chicag	Spring Break Supplies	53504	15.68	
Tessa	Longo	03/29/2019	Amzn Mktp Us*mw2mq9vf2	Sensory Station Open House supply	53504	5.99	
Nedsra	Camp	03/27/2019	Wm Supercenter #5442	Spring Break Camp Supplies	53504	11.12	391.70
Megan	Czachorski	04/25/2019	Wm Supercenter #5442	TREC Program Supplies	53505	33.68	
Sean	Tovey	04/26/2019	2 Toots Train Whistle	EXCEL Meals	53505	49.82	
Megan	Czachorski	04/24/2019	Aldi 40028	TREC program supplies	53505	17.01	
Kristen	Robertson	04/24/2019	Steak-N-Shake#0364 Q99	TREC Program Supplies	53505	58.27	
Robert	Griffin	04/24/2019	Wm Supercenter #5442	Art Supplies	53505	15.72	
A Maggie	Goode	04/23/2019	Wal-Mart #1898	A.R.T. Program Supplies	53505	13.75	
A Maggie	Goode	04/16/2019	Wm Supercenter #5442	Program Supplies	53505	69.90	
Megan	Czachorski	04/11/2019	Wendy S #0503	TREC Program Supplies	53505	39.29	
Megan	Czachorski	04/11/2019	Wal-Mart #5442	TREC Program Supplies	53505	26.76	
Kristen	Robertson	04/10/2019	Wal-Mart #5442	TREC Program Supplies	53505	50.00	
Megan	Czachorski	04/09/2019	Groupon Inc	TREC Program Supplies	53505	32.00	
Megan	Czachorski	04/09/2019	Groupon Inc	TREC Program Supplies	53505	32.00	
Beth	Corso	04/08/2019	Amazon.Com*mz2cb7ce1 A	D-89 Art Therapy Supplies	53505	45.55	
Beth	Corso	04/09/2019	Amazon.Com*mz7tm9cq1	D-93 Art Therapy Supplies	53505	14.44	
Sean	Fritsch	04/05/2019	Wal-Mart #5442	St. Paddy's Bowl Cookies	53505	5.94	
Kristen	Robertson	04/03/2019	McDonald S M4679 Of	TREC Participant supplies	53505	54.09	
Megan	Czachorski	04/02/2019	Wm Supercenter #1737	TREC Program Supplies	53505	93.98	
Robert	Griffin	03/31/2019	Franky S Red Hots	Theater Supplies	53505	81.86	
Kristen	Robertson	04/01/2019	Wm Supercenter #5442	TREC Program Supplies	53505	20.12	
Megan	Czachorski	03/28/2019	Wal-Mart #5442	TREC program supplies	53505	41.66	
Kristen	Robertson	03/26/2019	Aldi 40028	TREC supplies	53505	13.85	809.69
Amanda	Hagen	04/25/2019	Bbs Lawnside Bbq	KC Bb lawnside Dinner	53508	180.83	
Amanda	Hagen	04/26/2019	Guss Fried Chicken - K	Kc Lunch Guss	53508	162.18	
Amanda	Hagen	04/26/2019	Aramark Kauffman Stadi	KC Stadium Souv	53508	258.40	
Amanda	Hagen	04/26/2019	Amk Kauffman Stadium C	KC Stadium Dinner	53508	47.00	
Amanda	Hagen	04/24/2019	Price Chopper 400	KC Lunch Supplies	53508	9.60	
Amanda	Hagen	04/24/2019	A Little Bbq Joint	KC Little bbq joint Dinner	53508	275.67	
Amanda	Hagen	04/22/2019	Wal-Mart #5442	KC Walmart Lunch Sup	53508	170.91	1,104.59
Donna	Sebok	04/25/2019	Rios Fine South	HMHB Supplies	53530	27.19	
Donna	Sebok	04/25/2019	Wal-Mart #5442	HMHB Monthly Networking Event	53530	157.84	
Donna	Sebok	04/26/2019	Valdez & Valdez Inc	HMHB Monthly Networking Event	53530	26.99	212.02
Debbi	Pawinski	04/25/2019	Stardust Bowl Of Addis	Bowl Appetit Admissions	53602	45.50	
Carrie	Henry	04/24/2019	Lizzadro Museum Of Lap	Admissions to Lissardo Museum for Wild Wednesdays	53602	60.00	
Sean	Fritsch	04/18/2019	Squ*sq *aurora Regiona	Travelling Tourists Admissions	53602	56.00	
Debbi	Pawinski	04/18/2019	Stardust Bowl Of Addis	Bowl Appetit Admissions	53602	49.50	
A Maggie	Goode	04/18/2019	Glendale Lakes Golf Cl	Prom Admissions Deposit	53602	150.00	

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total Amount
Amanda	Hagen	04/16/2019	Cantigny Park	Cantigny Admissions	53602	40.00	
Debbi	Pawinski	04/11/2019	Stardust Bowl Of Addis	Bowl Appetit Admissions	53602	49.50	
Debbi	Pawinski	04/04/2019	Stardust Bowl Of Addis	Bowl Appetit Admissions	53602	48.00	
Amanda	Hagen	04/01/2019	Marcus Addison Cine Bo	Day Tripper Movies Admiss	53602	60.00	
Debbi	Pawinski	03/30/2019	Wood Dale Bowl	Bowl Appetit Admissions	53602	129.00	
Mindy	Jack	03/30/2019	Stardust Bowl Of A	Stardust Bowl Admissions	53602	47.25	734.75
Nedsra	Nedsra1	04/26/2019	Stardust Bowl Of Addis	Bowling Mania Admissions	53603	22.50	
Nedsra	Nedsra1	04/12/2019	Stardust Bowl Of Addis	Bowling Mania Admissions	53603	31.50	
Nedsra	Nedsra1	04/05/2019	Stardust Bowl Of Addis	Bowling Mania Admissions	53603	22.50	
Nedsra	Nedsra1	03/29/2019	Stardust Bowl Of A	Bowling Mania Admissions	53603	29.25	105.75
Sean	Fritsch	04/06/2019	Tumblingtimes.Com	Tiny Tumblers Admissions	53604	72.00	
Nedsra	Camp	03/28/2019	Wonder Works Children	Spring Break Camp Admissions	53604	52.00	
Sarah	Wood	03/27/2019	Stardust Bowl Of A	Spring Break Camp Admission	53604	36.00	160.00
A Maggie	Goode	04/26/2019	Medieval Times Scha Ti	EXCEL Program Admissions	53605	620.80	
Jerry	Barton	04/17/2019	Sky Centers Martial Ar	EXCEL Program Admissions	53605	150.00	
Sean	Fritsch	04/11/2019	Dupagechildrensmus	Excel Admissions	53605	118.50	
Tessa	Longo	04/12/2019	Stardust Bowl Of Addis	Excel Program bowling admissions	53605	33.75	
Amanda	Hagen	04/10/2019	Scitech Museum	Sci Tech EXCEL	53605	20.00	
Kristen	Robertson	04/08/2019	Main Event Warrenville	TREC program admissions	53605	96.33	
Sean	Fritsch	04/05/2019	Stardust Bowl Of Addis	St. Paddy's Bowl Make-up	53605	46.00	
Amanda	Hagen	04/05/2019	We Rock The Spectrum	WE Rock Spect EXCEL	53605	70.00	
Amanda	Hagen	04/04/2019	We Rock The Spectrum	We Rock Spect EXCEL	53605	60.00	
Megan	Czachorski	03/31/2019	Wal-Mart #1737	TREC Program Admissions	53605	100.00	
Kristen	Robertson	03/29/2019	Main Event Warrenville	TREC program admissions	53605	107.07	
Megan	Czachorski	03/29/2019	R1 Bo - Ssm, Il	TREC program admissions	53605	23.00	1,445.45
Sharon	Pearce	04/13/2019	Wood Dale Bowl	Huskies Bowling Admissions, 4/13	53606	138.00	
Sharon	Pearce	04/06/2019	Wood Dale Bowl	Huskies Bowling Admissions	53606	90.00	228.00
Beth	Corso	04/25/2019	Truman Admissions	Getting Jazzy in Kansas City Admissions	53608	20.00	20.00
Donna	Sebok	04/09/2019	Eaglewood	HMHB 10 Year Celebration	53630	750.00	
Tessa	Longo	04/26/2019	Wal-Mart #5442	Sensory Station Equipment	53650	54.08	
Tessa	Longo	04/15/2019	Dollar Tree	Sensory Station Equipment	53650	8.00	
Tessa	Longo	04/09/2019	Big Lots Stores - #155	Sensory Swim Admissions	53650	3.99	
Tessa	Longo	04/06/2019	Wm Supercenter #5442	Sensory Blue at the Zoo program supply	53650	3.96	
Tessa	Longo	04/05/2019	At Home Store 213	Sensory Station Equipment	53650	33.97	
Tessa	Longo	03/31/2019	Aldi 40038	Sensory Swim program supply	53650	9.99	
Tessa	Longo	04/01/2019	Dollar Tree	Sensory Station Equipment	53650	20.00	
Tessa	Longo	03/31/2019	Five Below 732	Sensory Station	53650	15.50	899.49
Susan J	Martellotta	04/16/2019	4te*ilsecofstatesfee	Annual Report Filing Fee	55100	1.00	
Susan J	Martellotta	04/16/2019	4te*sosbs Nfp Corps An	Annual Report Filing	55100	10.00	11.00
Kristen	Chereso	04/08/2019	Facebk Kxb3mkefu2	Facebook paid ads	55180	37.37	37.37
A Maggie	Goode	04/08/2019	Amazon Prime	Prime Subscription	55200	12.99	
Kristen	Chereso	04/03/2019	Stk*bigstockphoto.Com	Bigstock subscription	55200	59.00	
Susan J	Martellotta	03/28/2019	Adobe *creative Cloud	Adobe Subscription	55200	29.99	101.98
Sean	Fritsch	03/29/2019	Iptra	IPRA Symposium	56000	80.00	80.00
Amanda	Hagen	04/24/2019	Qt 623 06006233	KC Quick Trip GAss	57100	87.70	
Susan J	Martellotta	04/18/2019	Il Tollway-Autorepleni	IPASS Replenish	57100	40.00	
Kristen	Robertson	04/09/2019	Conservatory	Vans	57100	30.00	

Cardholder - Forename	Cardholder - Surname	Transaction Date	Supplier - Name	Transaction - Business Justification	Account Code	Amount	Account Total Amount
Tessa	Longo	04/06/2019	Bzoo-Admission/Parking	Brookfield Zoo parking fee	57100	20.00	
Susan J	Martellotta	04/04/2019	Il Tollway-Autorepleni	IPASS Replenish	57100	40.00	217.70
Sean	Tovey	04/17/2019	Krage S Mobil Servicen	Vehicle Repair	57300	276.88	
Carrie	Henry	04/12/2019	Jet Brite Car Wash, In	Washed the NEDSRA Mini Van	57300	6.00	
Amanda	Hagen	04/01/2019	Krage S Mobil Servicen	Krages Vehicle Repair	57300	68.81	
Carrie	Henry	03/30/2019	Exxonmobil 97474456	New Tire for 2012 Ford Van	57300	178.62	
Sean	Fritsch	03/28/2019	Krage S Mobil Servicen	Vehicle Repair	57300	213.45	743.76
Susan J	Martellotta	04/10/2019	Vzwrllss*my Vz Vb P	Telephone	58100	212.94	212.94
Carrie	Henry	04/09/2019	The Home Depot #1962	Brackets for Jeff's closet	58500	8.47	8.47
Susan J	Martellotta	04/03/2019	1-800-Flowers.Com,inc.	Birth of Child	58930	75.74	75.74
Lori	Miller	04/17/2019	Aurelios Pizza - Addi	Staff Social Committee	58940	103.75	
Lori	Miller	04/12/2019	Wal-Mart #5442	Staff Social Committee	58940	29.83	133.58
	<b>Total</b>					<b>12,073.47</b>	<b>12,073.47</b>

**Northeast DuPage Special Recreation Association**  
**Balance Sheet**  
**As of April 30, 2019 and 2018**

	<u>April 30, 2019</u>	<u>April 30, 2018</u>	<u>Variance</u>	<u>% Variance</u>
<b>Assets</b>				
MB Financial - Operating #4960	\$ 242,375.02	\$ 179,008.85	\$ 63,366.17	35.40%
MB Financial - Payroll #4979	4,723.29	3,465.52	1,257.77	36.29%
Petty Cash	1,725.00	2,125.00	(400.00)	-18.82%
Grant Receivable	162,895.74	232,180.00	(69,284.26)	-29.84%
Prepaid Expenses	5,234.55	2,658.34	2,576.21	96.91%
Accounts Receivable	19,737.37	73,647.53	(53,910.16)	-73.20%
MB Financial - MM #9401	408,833.76	480,846.26	(72,012.50)	-14.98%
Maxsafe Wintrust - MM #2599	1,025,395.86	1,024,371.03	1,024.83	0.10%
<b>Total Assets</b>	<u>\$ 1,870,920.59</u>	<u>\$ 1,998,302.53</u>	<u>\$ (127,381.94)</u>	<u>-4.72%</u>
<b>Liabilities and Fund Balance</b>				
Accounts Payable	\$ 63,201.53	\$ 71,000.26	\$ 7,798.73	10.98%
Due to Members (ADA)	748,897.37	748,897.37	0.00	0.00%
Payroll Liabilities	35,667.35	43,940.57	8,273.22	18.83%
Deferred Income	18,060.75	7,168.90	(10,891.85)	-151.93%
Gift Certificate Deferred Revenue	30.00	120.00	90.00	75.00%
Vehicle Replacement Fund	92,397.22	92,397.22	0.00	0.00%
Jeena Greenwalt Scholarship Fund	4,610.00	0.00	(4,610.00)	0.00%
S.O. Boosters	14,470.41	14,470.41	0.00	0.00%
General Fund Balance	893,585.96	1,020,307.80	126,721.84	12.42%
<b>Total Liabilities and Fund Balance</b>	<u>\$ 1,870,920.59</u>	<u>\$ 1,998,302.53</u>	<u>\$ (127,381.94)</u>	<u>-6.37%</u>

**Northeast DuPage Special Recreation Association**  
**Summary of Revenue Over Expenditures**  
**For the 1 Month and 12 Months, Months Ending April 30, 2019**

<b>REVENUE RECAP</b>		<b>Anticipated</b>	<b>Monthly</b>	<b>Cumulative</b>	<b>Budget Variance</b>	<b>% To</b>	<b>Previous Year</b>	<b>\$</b>
<b>Account #</b>	<b>Account</b>	<b>Revenue</b>	<b>Summary</b>	<b>Summary</b>	<b>Over/(Under)</b>	<b>Budget</b>	<b>Summary</b>	<b>Variance</b>
41000	Partner Contributions	\$ 1,596,931.00	\$ 0.00	\$ 1,593,185.00	\$ (3,746.00)	99.77%	\$ 1,564,086.00	\$ 29,099.00
42000	Fees & Charges	341,401.00	10,690.90	357,360.12	15,959.12	104.67%	339,261.89	18,098.23
42020	Scholarship/Fee Assistance	0.00	914.60	14,262.90	14,262.90	0.00%	14,435.84	(172.94)
43000	Fund Development	101,710.00	875.00	72,293.91	(29,416.09)	71.08%	76,896.52	(4,602.61)
43200	State/County Grant Revenue	230,000.00	244,400.00	244,400.00	14,400.00	106.26%	232,180.00	12,220.00
43250	Grant Revenue	6,797.00	2,985.00	5,401.30	(1,395.70)	79.47%	0.00	5,401.30
43600	Contributions/Donations	42,500.00	1,550.00	23,204.33	(19,295.67)	54.60%	24,199.65	(995.32)
43700	Restricted Contributions/Donations	12,500.00	0.00	15,822.88	3,322.88	126.58%	28,279.62	(12,456.74)
44300	Partner ADA Revenue	0.00	0.00	408,186.06	408,186.06	0.00%	0.00	408,186.06
46000	Miscellaneous Income	12,370.00	(1,020.00)	4,815.47	(7,554.53)	38.93%	4,110.93	704.54
46400	Park District Portion Income	0.00	0.00	0.00	0.00	0.00%	1,337.69	(1,337.69)
47000	Interest Earned	2,400.00	658.66	8,870.37	6,470.37	369.60%	2,299.62	6,570.75
<b>Total Revenue</b>		<u>2,346,609.00</u>	<u>261,054.16</u>	<u>2,747,802.34</u>	<u>401,193.34</u>	<u>117.10%</u>	<u>2,287,087.76</u>	<u>460,714.58</u>
<b>EXPENDITURE RECAP</b>		<b>Anticipated</b>	<b>Monthly</b>	<b>Cumulative</b>	<b>Budget Variance</b>	<b>% To</b>	<b>Previous Year</b>	<b>\$</b>
<b>Account #</b>	<b>Account</b>	<b>Expenditures</b>	<b>Summary</b>	<b>Summary</b>	<b>Over/(Under)</b>	<b>Budget</b>	<b>Summary</b>	<b>Variance</b>
51100-51300	Salaries	\$ 1,193,554.00	\$ 130,979.43	\$ 1,242,923.07	\$ 49,369.07	104.14%	\$ 1,166,757.73	\$ 76,165.34
51400-52400	Insurance/Pension	462,177.00	50,375.84	431,504.28	(30,672.72)	93.36%	430,827.41	676.87
Various	Administrative	86,895.00	3,383.70	76,708.05	(10,186.95)	88.28%	77,146.53	(438.48)
Various	Professional Services	179,110.00	22,025.94	168,968.92	(10,141.08)	94.34%	158,374.66	10,594.26
53200-53240	Professional Printing	21,413.00	0.00	16,192.49	(5,220.51)	75.62%	13,926.04	2,266.45
55000-55180	Marketing/Advertising	8,665.00	57.37	4,388.12	(4,276.88)	50.64%	1,799.35	2,588.77
53500-53650	Program	162,151.00	11,639.96	134,836.66	(27,314.34)	83.15%	146,694.54	(11,857.88)
57100-57400	Vehicles	32,872.00	3,059.35	33,805.92	933.92	102.84%	28,142.98	5,662.94
58100-58400	Utilities	34,575.00	4,311.20	42,724.71	8,149.71	123.57%	35,139.71	7,585.00
58700-58850	Special Projects	27,245.00	0.00	25,497.73	(1,747.27)	93.59%	26,511.42	(1,013.69)
66000-66060	Fund Raising	24,451.00	19.95	11,358.62	(13,092.38)	46.45%	0.00	11,358.62
58910-58940	Miscellaneous	9,045.00	790.48	10,502.53	1,457.53	116.11%	7,896.52	2,606.01
<b>Total Expenditures</b>		<u>2,242,153.00</u>	<u>226,643.22</u>	<u>2,199,411.10</u>	<u>(42,741.90)</u>	<u>98.09%</u>	<u>2,093,216.89</u>	<u>106,194.21</u>
<b>Net Revenue over Expenditures</b>		<u>\$ 104,456.00</u>	<u>\$ 34,410.94</u>	<u>\$ 548,391.24</u>	<u>\$ 443,935.24</u>		<u>\$ 193,870.87</u>	<u>\$ 354,520.37</u>
<b>Non-Operating Expenditures</b>								
62000-69000	Non-Operating	<u>50,000.00</u>	<u>155,375.56</u>	<u>622,481.86</u>	<u>572,481.86</u>	1244.96%	<u>14,653.34</u>	<u>607,828.52</u>
<b>Subtotal</b>		<u>50,000.00</u>	<u>155,375.56</u>	<u>622,481.86</u>	<u>572,481.86</u>		<u>14,653.34</u>	<u>607,828.52</u>
<b>Total Net Revenue over Expenditures</b>		<u>\$ 54,456.00</u>	<u>\$ (120,964.62)</u>	<u>\$ (74,090.62)</u>	<u>\$ (128,546.62)</u>		<u>\$ 179,217.53</u>	<u>\$ (253,308.15)</u>

**Northeast DuPage Special Recreation Association**  
**Operating Expenditures Budget Summary**  
**For the 1 Month and 12 Months, Months Ending April 30, 2019**

		<b>Anticipated Expenditures</b>	<b>Monthly Summary</b>	<b>Cumulative Summary</b>	<b>Budget Over/(Under)</b>	<b>% To Budget</b>	<b>Previous Year Summary</b>	<b>\$ Variance</b>
<u>Salaries</u>								
51100	Payroll:Full Time Salaries	811,310.00	86,039.11	820,873.76	9,563.76	101.18%	803,928.62	16,945.14
51200	Payroll:Part Time Wages & Salaries	285,338.00	35,015.07	324,095.36	38,757.36	113.58%	278,981.05	45,114.31
51210	Part Time Wages - Inclusion	96,906.00	9,925.25	97,953.95	1,047.95	101.08%	83,848.06	14,105.89
		<u>1,193,554.00</u>	<u>130,979.43</u>	<u>1,242,923.07</u>	<u>49,369.07</u>	<u>104.14%</u>	<u>1,166,757.73</u>	<u>76,165.34</u>
<u>Insurance/Pension</u>								
51400	Payroll:FICA & Medicare	91,307.00	7,423.84	89,496.73	(1,810.27)	98.02%	86,133.54	3,363.19
51500	Payroll:IMRF	164,911.00	11,382.90	158,431.22	(6,479.78)	96.07%	145,549.34	12,881.88
51600	Payroll:Health Insurance	167,534.00	22,552.99	146,348.46	(21,185.54)	87.35%	152,642.23	(6,293.77)
52000	Workers Compensation	6,454.00	1,641.87	6,481.98	27.98	100.43%	7,048.65	(566.67)
52100	Unemployment Compensation	2,500.00	0.00	1,269.00	(1,231.00)	50.76%	9,735.23	(8,466.23)
52300	Liability Insurance	12,595.00	3,159.51	12,605.28	10.28	100.08%	12,734.31	(129.03)
52400	Property Insurance	16,876.00	4,214.73	16,871.61	(4.39)	99.97%	16,984.11	(112.50)
		<u>462,177.00</u>	<u>50,375.84</u>	<u>431,504.28</u>	<u>(30,672.72)</u>	<u>93.36%</u>	<u>430,827.41</u>	<u>676.87</u>
<u>Administrative Expenditures</u>								
53000	Bank Fees & Charges	3,575.00	249.42	2,860.87	(714.13)	80.02%	3,604.55	(743.68)
53010	Credit Card Fees	10,000.00	934.13	7,492.71	(2,507.29)	74.93%	7,244.01	248.70
53100	Postage Expense	8,581.00	0.00	4,905.97	(3,675.03)	57.17%	8,143.95	(3,237.98)
53300	Meeting Related Expenses	2,500.00	50.64	2,341.80	(158.20)	93.67%	1,846.15	495.65
53400	Office Supplies & Duplicating	9,506.00	452.95	9,080.32	(425.68)	95.52%	9,373.58	(293.26)
55200	Subscription & Publication	2,953.00	101.98	1,597.15	(1,355.85)	54.09%	924.15	673.00
56000	Continuing Education	14,486.00	100.68	13,453.15	(1,032.85)	92.87%	11,646.98	1,806.17
56100	Professional Memberships	5,046.00	80.00	6,050.98	1,004.98	119.92%	5,896.31	154.67
56200	Statewide Legislative Initiatives	550.00	0.00	0.00	(550.00)	0.00%	524.99	(524.99)
58500	Maintenance Expenses	20,748.00	1,413.90	17,368.66	(3,379.34)	83.71%	20,127.32	(2,758.66)
58600	Office & Computer Equipment	8,950.00	0.00	11,556.44	2,606.44	129.12%	7,814.54	3,741.90
		<u>86,895.00</u>	<u>3,383.70</u>	<u>76,708.05</u>	<u>(10,186.95)</u>	<u>88.28%</u>	<u>77,146.53</u>	<u>(438.48)</u>
<u>Professional Services</u>								
53700	Auditor	10,400.00	0.00	10,400.00	0.00	100.00%	10,100.00	300.00
53800	Legal Services	4,800.00	0.00	4,742.26	(57.74)	98.80%	4,077.41	664.85
53900	Professional Consultants	31,266.00	8,068.50	36,479.75	5,213.75	116.68%	19,031.00	17,448.75
54000	Payroll Services - Contract	11,500.00	842.15	12,565.53	1,065.53	109.27%	9,655.30	2,910.23
54100	Business Services - Contract	55,703.00	4,697.92	50,989.58	(4,713.42)	91.54%	40,922.74	10,066.84
54330	HMHB Contractual Services	21,942.00	3,327.25	20,201.75	(1,740.25)	92.07%	14,762.25	5,439.50
54400	Maintenance/Contractual Agreements	19,004.00	2,041.87	20,520.98	1,516.98	107.98%	19,503.17	1,017.81
55100	Legal Publications	2,775.00	11.00	628.32	(2,146.68)	22.64%	2,543.29	(1,914.97)
54300	Contractual Services	21,720.00	3,037.25	12,440.75	(9,279.25)	99.45%	37,779.50	35,933.01
		<u>179,110.00</u>	<u>22,025.94</u>	<u>168,968.92</u>	<u>(10,141.08)</u>	<u>94.34%</u>	<u>158,374.66</u>	<u>10,594.26</u>

**Northeast DuPage Special Recreation Association  
Operating Expenditures Budget Summary  
For the 1 Month and 12 Months, Months Ending April 30, 2019**

		<u>Anticipated Expenditures</u>	<u>Monthly Summary</u>	<u>Cumulative Summary</u>	<u>Budget Over/(Under)</u>	<u>% To Budget</u>	<u>Previous Year Summary</u>	<u>\$ Variance</u>
<u>Professional Printing</u>								
53210	Professional Printing	2,638.00	0.00	2,686.30	48.30	101.83%	13,926.04	(11,239.74)
53220	Brochure	17,000.00	0.00	12,709.00	(4,291.00)	74.76%	0.00	12,709.00
53240	Rec Program Printing	1,775.00	0.00	797.19	(977.81)	44.91%	0.00	797.19
		<u>21,413.00</u>	<u>0.00</u>	<u>16,192.49</u>	<u>(5,220.51)</u>	<u>75.62%</u>	<u>13,926.04</u>	<u>2,266.45</u>
<u>Marketing/Advertising</u>								
55050	Marketing/Advertising	3,260.00	0.00	633.24	(2,626.76)	19.42%	1,799.35	(1,166.11)
55150	Digital Marketing	3,000.00	0.00	2,064.01	(935.99)	68.80%	0.00	2,064.01
55175	Marketing Material	750.00	0.00	18.67	(731.33)	2.49%	0.00	18.67
55180	Promotional Marketing	1,655.00	57.37	1,672.20	17.20	101.04%	0.00	1,672.20
		<u>8,665.00</u>	<u>57.37</u>	<u>4,388.12</u>	<u>(4,276.88)</u>	<u>50.64%</u>	<u>1,799.35</u>	<u>2,588.77</u>
<u>Program Expenditures</u>								
53500	Program Supplies	83,493.00	7,648.25	55,409.73	(28,083.27)	66.36%	86,008.89	(30,599.16)
53510	Support Staff Supplies	2,550.00	0.00	2,226.94	(323.06)	87.33%	424.00	1,802.94
53520	Inclusion Staff Supplies	1,000.00	0.00	726.63	(273.37)	72.66%	179.00	547.63
53530	HMHB Program Supplies	2,410.00	212.02	899.10	(1,510.90)	37.31%	620.68	278.42
53630	HMHB Admissions & Facility Space	500.00	0.00	11.00	(489.00)	2.20%	0.00	11.00
53650	Program Equipment	6,200.00	999.49	6,652.04	452.04	107.29%	2,826.78	3,825.26
53600	Program Admissions & Facility Space	65,998.00	2,780.20	68,911.22	2,913.22	104.41%	56,635.19	12,276.03
		<u>162,151.00</u>	<u>11,639.96</u>	<u>134,836.66</u>	<u>(27,314.34)</u>	<u>83.15%</u>	<u>146,694.54</u>	<u>(11,857.88)</u>
<u>Vehicles</u>								
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	15,121.00	1,885.54	13,694.94	(1,426.06)	90.57%	14,291.08	(596.14)
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,981.00	242.55	4,388.31	(592.69)	88.10%	5,366.51	(978.20)
57300	Vehicle Expenses:Van Repair & Parts	11,260.00	931.26	15,182.93	3,922.93	134.84%	7,077.39	8,105.54
57400	Vehicle Expenses:Van Rental	1,510.00	0.00	539.74	(970.26)	35.74%	1,408.00	(868.26)
		<u>32,872.00</u>	<u>3,059.35</u>	<u>33,805.92</u>	<u>933.92</u>	<u>102.84%</u>	<u>28,142.98</u>	<u>5,662.94</u>
<u>Utilities</u>								
58100	Utilities:Telephones/Internet	12,850.00	722.72	16,282.23	3,432.23	126.71%	12,923.20	3,359.03
58200	Utilities:Electricity	13,775.00	1,755.83	16,032.48	2,257.48	116.39%	12,150.83	3,881.65
58300	Utilities:Natural Gas	6,200.00	1,514.55	8,389.09	2,189.09	135.31%	8,490.99	(101.90)
58400	Utilities:Water	1,750.00	318.10	2,020.91	270.91	115.48%	1,574.69	446.22
		<u>34,575.00</u>	<u>4,311.20</u>	<u>42,724.71</u>	<u>8,149.71</u>	<u>123.57%</u>	<u>35,139.71</u>	<u>7,585.00</u>



**Northeast DuPage Special Recreation Association  
Operating Expenditures Budget Summary  
For the 1 Month and 12 Months, Months Ending April 30, 2019**

		<u>Anticipated Expenditures</u>	<u>Monthly Summary</u>	<u>Cumulative Summary</u>	<u>Budget Over/(Under)</u>	<u>% To Budget</u>	<u>Previous Year Summary</u>	<u>\$ Variance</u>
<u>Special Projects</u>								
58700	Synergy Expenses	27,245.00	0.00	23,560.38	(3,684.62)	86.48%	25,771.46	(2,211.08)
58800	Special Projects	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
58850	Restricted Donation Expense	0.00	0.00	1,937.35	1,937.35	0.00%	739.96	1,197.39
		<u>27,245.00</u>	<u>0.00</u>	<u>25,497.73</u>	<u>(1,747.27)</u>	<u>93.59%</u>	<u>26,511.42</u>	<u>(1,013.69)</u>
<u>Fund Raising Expenditures</u>								
66010	Direct Mail Campaign	600.00	0.00	0.00	(600.00)	0.00%	0.00	0.00
66030	BBQ Bash Fund Rasing	2,688.00	0.00	74.60	(2,613.40)	2.78%	0.00	74.60
66040	Golf Classic Fund Raising	20,138.00	19.95	10,406.52	(9,731.48)	51.68%	0.00	10,406.52
66050	Additional Fundraising	1,025.00	0.00	877.50	(147.50)	85.61%	0.00	877.50
		<u>24,451.00</u>	<u>19.95</u>	<u>11,358.62</u>	<u>(13,092.38)</u>	<u>46.45%</u>	<u>0.00</u>	<u>11,358.62</u>
<u>Miscellaneous Expenditures</u>								
58910	Risk Management	5,613.00	553.95	2,730.24	(2,882.76)	48.64%	1,618.07	1,112.17
58920	Miscellaneous Expenses:Park District Portion	0.00	0.00	3,264.62	3,264.62	0.00%	2,856.43	408.19
58930	Miscellaneous Expenses:Director's Administ. Fund	2,132.00	75.74	2,698.57	566.57	126.57%	2,039.27	659.30
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,300.00	160.79	1,809.10	509.10	139.16%	1,382.75	426.35
		<u>9,045.00</u>	<u>790.48</u>	<u>10,502.53</u>	<u>1,457.53</u>	<u>116.11%</u>	<u>7,896.52</u>	<u>2,606.01</u>
<b>Total Operating Expenditures</b>		<u>2,242,153.00</u>	<u>226,643.22</u>	<u>2,199,411.10</u>	<u>(42,741.90)</u>	<u>98.09%</u>	<u>2,093,216.89</u>	<u>106,194.21</u>
<u>Non-Operating Expenditures</u>								
62000	Reserve Fund Expenses:Capital Improvements Expense	50,000.00	40,029.80	85,990.40	35,990.40	0.00%	0.00	85,990.40
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	114,268.66	522,466.06	522,466.06	0.00%	0.00	522,466.06
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	1,077.10	14,025.40	14,025.40	0.00%	14,653.34	(627.94)
		<u>50,000.00</u>	<u>155,375.56</u>	<u>622,481.86</u>	<u>572,481.86</u>	<u>1244.96%</u>	<u>14,653.34</u>	<u>607,828.52</u>
<b>Total Operating &amp; Non-Operating Expenditures</b>		<u>2,292,153.00</u>	<u>382,018.78</u>	<u>2,821,892.96</u>	<u>529,739.96</u>	<u>123.11%</u>	<u>2,107,870.23</u>	<u>714,022.73</u>

**Northeast DuPage Special Recreation Association  
Restricted Revenue Over Expenditures  
For the 1 Month and 12 Months, Months Ending April 30, 2019**

<b>REVENUES</b>		<b>Anticipated Revenue</b>	<b>Monthly Summary</b>	<b>Cumulative Summary</b>	<b>Budget Variance Over/(Under)</b>	<b>% To Budget</b>	<b>Previous Year Summary</b>	<b>\$ Variance</b>
<u>Account #</u>	<u>Account</u>							
44000 - 44018	Golf Maration	\$ 20,000.00	\$ 0.00	\$ 14,359.09	\$ (5,640.91)	71.80%	\$ 15,777.00	\$ (1,417.91)
44230	NEDSRA S.O. Booster Club	5,500.00	0.00	\$ 2,708.75	2,791.25	49.25%	7,146.00	4,437.25
<b>Total Revenue</b>		<u>\$ 25,500.00</u>	<u>\$ 0.00</u>	<u>\$ 17,067.84</u>	<u>\$ (8,432.16)</u>	<u>66.93%</u>	<u>\$ 22,923.00</u>	<u>\$ 3,019.34</u>
<b>EXPENDITURES</b>		<b>Anticipated Expenditures</b>	<b>Monthly Summary</b>	<b>Cumulative Summary</b>	<b>Budget Variance Over/(Under)</b>	<b>% To Budget</b>	<b>Previous Year Summary</b>	<b>\$ Variance</b>
<u>Account #</u>	<u>Account</u>							
66060	Golf Marathon	\$ 2,542.00	\$ 25.00	\$ 1,975.02	\$ (566.98)	77.70%	\$ 0.00	\$ 1,975.02
61300	S.O. Boosters	6,300.00	35.96	2,021.04	(4,278.96)	32.08%	4,918.79	(2,897.75)
65000	Vehicle Replacement	70,786.00	0.00	60,723.00	10,063.00	85.78%	21,203.00	(39,520.00)
<b>Total Expenditures</b>		<u>\$ 79,628.00</u>	<u>\$ 60.96</u>	<u>\$ 64,719.06</u>	<u>\$ (14,908.94)</u>	<u>81.28%</u>	<u>\$ 26,121.79</u>	<u>\$ 38,597.27</u>
<b>Restricted Net Revenue over Expenditures</b>		<u>\$ (54,128.00)</u>	<u>\$ (60.96)</u>	<u>\$ (47,651.22)</u>	<u>\$ 6,476.78</u>		<u>\$ (3,198.79)</u>	<u>\$ (35,577.93)</u>



	Budgeted Member Partner Contribution Due 2018/2019	Operation Allocation Received as of 4/30/2019	Balance Due to Operations Allocation 4/30/2019	Percentage of Operations Allocation Collected as of 4/30/2019	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	\$279,757.00	\$0.00	100.00%	\$352,219.28	\$0.00	\$0.00	\$352,219.28
Bensenville	\$178,292.00	\$178,292.00	\$0.00	100.00%	\$153,910.72	\$0.00	\$0.00	\$153,910.72
Butterfield	\$62,121.00	\$62,121.00	\$0.00	100.00%	\$0.00	\$46,579.82	\$45,819.86	\$759.96
Glendale Heights	\$171,987.00	\$171,987.00	\$0.00	100.00%	\$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	\$54,621.21	\$117,468.66	\$0.00
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	\$89,687.00	\$0.00	100.00%	\$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	\$1,593,185.00	\$1,593,185.00	\$0.00	100.00%	\$748,897.37	\$408,186.06	\$522,466.06	\$634,617.37



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			
Ck #63317	01/07/2019	\$139,878.50	\$139,878.50			
Totals			\$279,757.00	\$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			
Ck # 17548	01/07/2019	\$46,579.82		\$46,579.82		\$46,579.82
ADA Partner Reimbursement	02/11/2019	\$45,819.86			\$45,819.86	(\$45,819.86)
Totals			\$62,121.00	\$46,579.82	\$45,819.86	\$759.96

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			
Ck # 199820	01/08/2019	\$86,053.50	\$86,053.50			
Totals			\$171,987.00	\$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
<b>Beginning Balance</b>						<b>\$1.00</b>
Ck # 56074	06/18/2018	\$44,614.00	\$44,614.00			
Ck # 56823	12/21/2018	\$44,614.00	\$44,614.00			
<b>Totals</b>			<b>\$89,228.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1.00</b>

LOMBARD			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
<b>Beginning Balance</b>						<b>\$0.00</b>
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)
<b>Totals</b>			<b>\$296,094.00</b>	<b>\$225,644.14</b>	<b>\$225,644.06</b>	<b>\$0.08</b>

MEDINAH			Fiscal Year 2018-2019			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
<b>Beginning Balance</b>						<b>\$62,847.45</b>
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		\$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)
Ck # 26498	01/07/2019	\$1,930.74		\$1,930.74		\$1,930.74
ADA Reimbursement	04/10/2019	\$114,268.66			\$114,268.66	(\$114,268.66)
<b>Totals</b>			<b>\$84,765.00</b>	<b>\$54,621.21</b>	<b>\$117,468.66</b>	<b>\$0.00</b>



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
Ck # 2011	01/07/2019	\$44,843.50	\$44,843.50			
Totals			\$89,687.00	\$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		\$81,340.89
Totals			\$138,555.00	\$81,340.89	\$133,533.48	\$118,721.33

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

**Date:** June 12, 2019

**To:** Board of Trustees

**From:** Rick Poole, Executive Director

**Re:** Agency Report

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### **Administration Report**

#### **State Grant**

A check was received for the second quarter (October 1, 2018 – December 31, 2018) expenses submitted in the amount of \$47,183.54. Staff continues to submit quarterly reports to the state.

#### **Capital Bill**

Having missed the initial capital bill deadline, staff has been assured by a local Senator that we will be included in the final bill. Both the van purchase and front entrance projects were submitted for consideration.

#### **Building**

This month work was performed on interior doors at NEDSRA. A plunger was replaced on the Board room door and an upstairs bathroom door will need to be replaced. A plumber repaired several flushing mechanisms on toilets in both upstairs and downstairs restrooms. Regular maintenance took place on all four garage doors. Some rollers were replaced with more work needed on garage opener belts over the next weeks. Refinishing the gym floor will begin on June 8. No programs are scheduled on the floor during the week of June 10.

#### **Recreation**

NEDSRA's talented performers took the stage on May 16 at the Annual Grand Finale program. Eight musicians, ten singers and twelve members of the Dance Club showed off their many months of hard work during this special evening. It was a spectacular display of talent and the audience was packed with family and friends.

On Memorial Day, NEDSRA was proudly represented in the Itasca parade. Ten participants and staff marched with the NEDSRA banner, handed out candy and some NEDSRA t-shirts, and waved from the NEDSRA van.

#### **NEDSRA Track Meet**

And that's a wrap for the 40<sup>th</sup> Anniversary NEDSRA Track & Field Meet on May 18! There were 210 athletes that challenged themselves in the 400m, 100m, 200m, 4x100m relay, 100m walk, 25m wheelchair and walking races and they jumped as far as they could in the Standing and Running Long Jump. Unfortunately, due to the weather we had to end the meet an hour early, so the athletes weren't able to compete in the Softball Throw, Shot Put or Javelin. There were over 175 volunteers in attendance and NEDSRA had several sponsors supporting our event.

### Summer Camps

A total of 52 individuals are registered for summer camp, which begins June 10. The five camps are held at the Glendale Heights Sports Hub, Bensenville's Deer Grove Leisure Center and Fullerton School in Addison.

### School Programs

NEDSRA annually partners with local school districts and special-education cooperatives to provide a recreation component to students with disabilities during summer school. Our partnerships and starts dates are:

June 10	District 45 (Addison) Extended School Year
June 17	North DuPage Special Education Cooperative (NDSEC) Extended School Year
June 18	Cooperative Association of Special Education (CASE) Extended School Year
July 30	District 81 (Schiller Park) Extended School Year

### Marketing & Fund Development

#### Golf Marathon

The Golf Marathon was a success. There were two additional golfers from last year. Funds and donations are accepted until August, at which time the award for the person and group that raised the most will be given.

#### Brochure

The fall brochure is underway with an updated design layout. Member partner ads have been developed and distributed to all 11 Member Partners.

#### Community Grants

NEDSRA has been awarded the DuPage Foundation grant for \$20,000. The ceremony will be hosted on June 12 at 4:30 pm.

#### Golf Classic

"Save the Date" cards have been mailed and email blasts sent out for the 2019 Larry Roesch/NEDSRA Golf Classic. Invitations will be mailed by end of June.

### Upcoming Events

Saturday, June 8	NEDSRA BBQ Bash Terrace View Park, Oakbrook Terrace (New Location) 5:00 p.m. – 8:00 p.m.
July 14	ITRS Softball Tournament at NEDSRA
July 20	Fiesta De Verano at NEDSRA
July 26	NEDSRA All Camp Celebration



## Memo

**Date:** June 12, 2019  
**To:** NEDSRA Board of Trustees  
**From:** Rick Poole, Executive Director  
**Re:** Synergy Agreement Termination

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In 2014 NEDSRA and WDSRA entered into an interagency agreement to jointly support and administer the Synergy Adaptive Sports program. This agreement was revised in 2017 addressing concerns from PDRMA and creating an auto renewal. In this agreement, parties are required to submit a written intention to withdraw by October 1 (Section 16., paragraph a.). Withdrawal would take place in May of the following year.

Over the past several years, NEDSRA and WDSRA have worked hard to increase resident participation and reduce the expense of the program. Attempts have been made to increase outreach, increase fundraising and create additional SRA partners. Although we have seen some short term successes, to date participation from NEDSRA agencies has decreased to 6 participants and NEDSRA's financial commitment has grown to \$34,870 (Budget 19/20).

Staff feel strongly that Synergy and adaptive sports are important parts of diverse and dynamic SRA programming and we continue to support this type of service. As the initial sole administrator of the Synergy program we also understand that this type of low incidence program is expensive to run. But as costs continue to grow and our participation continues to decrease, staff feel it is time to seek an alternate arrangement that better reflects our agency's participation and long-term budget impact.

Staff is recommending that the NEDSRA Board exercise the termination provision of the Synergy IGA and submit a letter of termination by October 1, 2019, effective May 1, 2020.

Prior to May of 2020 staff would begin negotiations with WDSRA on a new arrangement that best reflects NEDSRA participation and long term financial stability.

### **Suggested Motion**

Motion to direct the NEDSRA Executive Director to inform the WDSRA Board of Trustees and Executive Director of NEDSRA's intention this September to submit a written notice of termination from the Adaptive Sports Program in accordance with Section 16, Paragraph "a" of the Adaptive Sports Program IGA, unless the agreement can be modified so as to limit NEDSRA's total contribution to \$25,000.

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# MEMO

**Date:** June 12, 2019  
**To:** NEDSRA Board of Trustees  
**From:** Paul Friedrichs, Chairman  
**Re:** Nomination of Officers

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In keeping with the Articles of Agreement, NEDSRA's Board of Trustees is tasked with electing officers to serve in various positions. It has been recommended that the following individuals be nominated as NEDSRA's officers and official positions for fiscal year 2019/2020.

Chairman	Bruce Baum
Vice Chairman	Matthew Ellmann
Secretary	Keith Knautz
Treasurer	Rick Poole
Recording Secretary	Susan Martellotta

**Recommended Motion for Chairman:**

I move to elect Trustee Bruce Baum as Chairman of NEDSRA's Board of Trustees for 2019/2020.

**Recommended Motion for Vice-Chairman, Secretary, Treasurer and Recording Secretary:**

I move to elect Trustee Matthew Ellmann for Vice Chairman; Trustee Keith Knautz for Secretary; Executive Director Rick Poole for Treasurer; and Susan Martellotta for Recording Secretary for 2019/2020.

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# MEMO

**Date:** June 12, 2019

**To:** NEDSRA Board of Trustees

**From:** Bruce Baum, Chairman

**Re:** Appointment of Executive Committee for NEDSRA Board of Trustees

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It has been the practice of the NEDSRA Board of Trustees to appoint five members to its Executive committee. The current officers and the outgoing Chairman would continue to fill this committee.

Chairman	Bruce Baum
Vice-Chairman	Matthew Ellmann
Secretary	Keith Knautz
Treasurer	Rick Poole
Former Chairman	Paul Friedrichs

**Recommended Motion:**

I move to appoint the following as the NEDSRA Board of Trustees Executive Committee, Chairman Bruce Baum, Vice-Chairman Matthew Ellmann, Secretary Keith Knautz, Treasurer Rick Poole and Former Chairman Paul Friedrichs.

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## Memo

**Date:** June 12, 2019  
**To:** NEDSRA Board of Trustees  
**From:** Rick Poole, Executive Director  
**Re:** RFQ Legal Services

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With the departure of Heidi Katz from Robbins Schwarz staff is recommending NEDSRA perform an RFQ for legal services. NEDSRA last sought RFQ for legal services in 2013.

Attached for your input is a draft RFQ.

### Proposed Timeline

July 19, 2019	Request for Qualifications and Submittal Deadline
July 23, 2019	Review of Submittals
August 6, 2019	Interviews at NEDSRA offices, 9:00 a.m. to 2:00 p.m.
September 4, 2019	Appointment of Legal Counsel at Board of Trustees Meeting at 1:30 pm.

### Suggested Motion

None

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REQUEST FOR QUALIFICATIONS  
FOR ATTORNEY/LEGAL SERVICES  
FOR NORTHEAST DUPAGE SPECIAL RECREATION ASSOCIATION

On or before 5:00 P.M, July 19, 2019, the Northeast DuPage Special Recreation Association (NEDSRSA) will receive qualification statements from interested attorneys or law firms for services related to providing legal assistance to the Association. No late statements will be accepted.

Interested firms should submit four hard copies and one electronic copy of their statement of qualifications to:

Rick Poole  
Executive Director  
Northeast DuPage Special Recreation Association  
1770 W. Centennial Place  
Addison, IL 60101  
(630) 576-4023  
[rpoole@nedsra.org](mailto:rpoole@nedsra.org)

The proposed timeline for reviewing qualification statements is as follows:

July 19, 2019 – Request for Qualifications Submittal Deadline

July 23, 2019 – Review of Submittals

August 6, 2019 – Interviews at NEDSRA offices  
9:00 a.m. – 2:00 p.m.

September 4, 2019 – Appointment of Legal Counsel at  
Board of Trustees Meeting at 1:30 P.M.

## **GENERAL SCOPE OF SERVICES**

The mission of Northeast DuPage Special Recreation Association (NEDSRA) is to serve as an integral partner with our 11 member park districts and villages to positively impact individuals with disabilities through diverse recreation opportunities and community services. NEDSRA and its member partners (Addison Park District, Bensenville Park District, Butterfield Park District, Village of Glendale Heights, Itasca Park District, Lombard Park District, Medinah Park District, Oakbrook Terrace Park District, Village of Schiller Park, Village of Villa Park, and Wood Dale Park District), were authorized to enter into this cooperative agreement by Section 8-10b of the Illinois Park District Code and Section 11-95-14 of the Illinois Municipal Code and the laws amendatory thereof and supplementary thereto, and by Article VII Section 10 of the 1970 Constitution of the State of Illinois.

NEDSRA is a state and national leader in innovative, community-based recreation programs for people with disabilities and is a 501(c)(3) organization. We are also members of the Park District Risk Management Agency (PDRMA), and the Illinois Association of Park Districts (IAPD). Many of our professional staff are also members of the Illinois Park & Recreation Association (IPRA). The scope of services will include the appointment of one individual to serve in the position of Attorney, Ethics Advisor, and Compliance Officer who will be appointed by and serve at the will of the NEDSRA Board of Trustees.

The legal services under consideration in this Request for Qualifications include, but are not limited to:

1. Providing a variety of high-quality and timely legal opinions to the NEDSRA Board of Trustees and the Executive Director.
2. Attending Board of Trustees meetings as needed.
3. Advising the Board of Trustees and Executive Director on governance and legal issues, including but not limited to the following:
  - Compliance with the Illinois Freedom of Information Act, the Illinois Open Meetings Act and applicable Ethics Acts.
  - Being intimately familiar with the Association's Articles of Agreement, Resolutions, applicable state and federal laws.
  - Providing advice to the Association on a variety of legal matters such as Intergovernmental Agreements and compliance with the Americans with Disabilities Act.
  - Knowledgeable with commercial transactions, including the bidding process and issues.
  - Representing the Association as Attorney/Ethics Advisor in legal matters regarding tax-exempt status under IRS Code 501(c)(3).
  - Reviewing and occasionally drafting Resolutions, amendments to the Articles of Agreement, revisions of the Personnel Policies, and other documents as requested by the Board of Trustees.
  - Reviewing and making recommendations as requested, on a variety of projects and proposals which have legal ramifications.
  - Maintaining an appropriate relationship with professional organizations affiliated with Park Districts, Municipalities and Special Recreation Associations regarding legal services.
  - Staying abreast of new or proposed state and federal legislation affecting the Association.
  - Demonstrate willingness to coordinate with PDRMA and other entities as directed.
  - Researching alternative approaches to resolving personnel matters and related Board policies on subjects including, but not limited to, hiring, discipline and termination, wrongful discharge and employment discrimination claims, and compliance with state and federal statutes bearing on workplace rights and responsibilities.
  - Assisting or advising on the collection of delinquent revenues, financial policies, and serving as counsel on contracts, leases and license agreements.

The Statement of Qualifications must address the following criteria and be submitted in this order (the attached Statement of Qualifications Form may be used):

1. Name of firm, owner, address and telephone number
2. Personnel Qualifications: Identify the key Attorney who will serve in the position of legal counsel for NEDSRA, provide their resume, and summarize their experience. Provide the same for other attorneys (if any) in the firm who may assist with the provision of services.
3. Legal Services Competence: Provide information about the attorney and firm's experience in providing legal services to Park Districts, municipalities and Special Recreation Associations.
4. Capacity and Capability: Provide information about the attorney and firm's capacity and capability to perform on short notice and in a timely manner. If the appointed Attorney is not available, are there other means of responding to requests? Provide an outline of service delivery, including response time for various services.
5. Approach to communication with the Association: Describe the attorney and firm's approach to communications with the Association in regard to progress reports, status reports, recommendations, status of opinions, etc.
6. Understanding of services to be provided: Describe the attorney or firm's understanding of the scope of work.
7. Costs for Providing Services: Please provide an estimate of the costs for providing the services described above. Such costs should include a base fee for providing routine opinions and services including attendance at Association meetings, and additional fees related to non-routine services such as representing the Association in certain lawsuits, providing non-routine opinions and research, etc.
8. Insurance Requirements: NEDSRA requires evidence of Professional Liability Insurance coverage.
9. Conflict of Interest: The attorney or firm, by submitting a proposal, certifies that to the best of its knowledge or belief, no NEDSRA Trustee or Alternate is financially interested, directly or indirectly, in their firm or in the purchase of services as described in this Request for Qualifications. They also certify that the information contained in the Statement of Qualifications is correct and complete to the best of their knowledge.

## **STATEMENT OF QUALIFICATIONS FORM**

1. Name of firm, owner, address and telephone number:

2. Personnel Qualifications:

3. Legal Services Competence:

4. Capacity and Capability:

5. Approach to communication with the Association:

6. Understanding of services to be provided:

7. Cost for providing services:

8. Insurance Requirements:

9. Conflict of Interest:

**CERTIFICATION**

I certify that the above information is correct and complete to the best of my knowledge. I also certify that to the best of its knowledge or belief, no NEDSRA Trustee or Alternate is financially interested, directly or indirectly, in my firm or in the purchase of services as described in this Request for Qualifications.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date