Putting People First

NEDSRA

Special Recreation Association

Board Packet

Wednesday, November 1, 2017
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

Board of Trustees Regular Meeting
Wednesday, November 1, 2017, at 1:30 p.m.

A G E N D A

1. **Call to Order**
   Chairman Friedrichs

2. **Roll Call 1:30 p.m.** — **Chairman Friedrichs**

3. **Introduction of Guests and Staff** — **Executive Director Poole**

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 Minutes** — **Chairman Friedrichs**
   a. Approval of Board of Trustees Meeting Minutes – September 6, 2017 — **Voice Vote**
   b. Approval of Board of Trustees Executive Committee Meeting Minutes – June 14, 2017 — **Voice Vote**
   c. Approval of Board of Trustees Executive Committee Meeting Minutes – July 27, 2017 — **Voice Vote**
   d. Approval of Inclusion Committee Meeting Minutes – September 22, 2017 — **Voice Vote**
   e. Approval of Board of Trustees Executive Committee Meeting Minutes – September 22, 2017 — **Voice Vote**
   f. Release of Board of Trustees Approved Executive Committee Meeting Minutes – May 9, 2016 — **Voice Vote**
   g. Release of Board of Trustees Approved Executive Committee Meeting Minutes – May 18, 2016 — **Voice Vote**
   h. Release of Board of Trustees Approved Executive Committee Meeting Minutes – June 13, 2016 — **Voice Vote**

6. **Comments and Communications** — **Executive Director Poole**
   a. Orientation to NEDSRA – Flyer
   b. Member Partner Holiday Gathering, Thursday, December 7, 2017

7. **Consent Agenda – Financial Reports** — **Chairman Friedrichs**
   a. Ratify NEDSRA Disbursements and Financial Statements – Period Ending August 31, 2017 — **Roll Call Vote**
   b. Ratify NEDSRA Disbursements and Financial Statements – Period Ending September 30, 2017

8. **Chairman of the Board Comments** — **Chairman Friedrichs**

9. **Agency Report** — **Executive Director Poole**

10. **Unfinished Business** — **Chairman Friedrichs**

11. **New Business** — **Chairman Friedrichs**
   a. Review and Approve Annual Board Calendar - 2018 — **Voice Vote**
   b. Review and Approve Employee Benefits; Health Insurance — **Roll Call Vote**
   c. Discussion and Approve Contract Business Services — **Roll Call Vote**
   d. Discussion of Four-Month Financial Status – No documents included — **Discussion Only**

12. **Board of Trustees Comments** — **Chairman Friedrichs**

13. Closed Meeting — **Chairman Friedrichs**

a. Approval to convene into Closed Session: For purposes of performing six-month review on minutes of meetings lawfully closed pursuant to Section 2(c)(21) of the Open Meetings Act. — **Roll Call Vote**

i. Board of Trustees Closed Meeting Tapes, No Minutes – November 8, 2006
ii. Board of Trustees Closed Meeting Tapes, No Minutes – March 13, 2007
iii. Board of Trustees Closed Meeting Tapes, No Minutes – March 21, 2007
iv. Board of Trustees Closed Meeting Tapes, No Minutes – April 4, 2007
v. Board of Trustees Closed Meeting Minutes; Personnel – December 9, 2015 – Approved, not released.
vi. Board of Trustees Closed Meeting Minutes; Personnel – January 6, 2016 – Approved, not released.
vii. Board of Trustees Closed Meeting Minutes; Personnel – April 13, 2016 – Approved, not released.
viii. Board of Trustees Closed Meeting Minutes; Personnel – May 9, 2016 – Approved, not released.
ix. Board of Trustees Closed Meeting Minutes; Personnel – May 18, 2016 – Approved, not released.
x. Board of Trustees Closed Meeting Minutes; Personnel – May 26, 2016 – Approved, not released.
xi. Board of Trustees Closed Meeting Minutes; Personnel – June 1, 2016 – Approved, not released.
xii. Board of Trustees Closed Meeting Minutes; Personnel – June 13, 2016 – Approved, not released.
xiii. Board of Trustees Closed Meeting Minutes; Personnel – June 15, 2016 – Approved, not released.
xiv. Board of Trustees Closed Meeting Minutes; Personnel – June 20, 2016 – Approved, not released.
xv. Board of Trustees Closed Meeting Minutes; Personnel – September 7, 2016 – Approved, not released.
xvi. Board of Trustees Closed Meeting Minutes; Personnel – November 9, 2016 – For review and approval, not release.
xvii. Board of Trustees Closed Meeting Minutes; Personnel – May 10, 2017 – For review and approval, not release.
xviii. Board of Trustees Closed Meeting Minutes; Personnel – July 27, 2017 – For review and approval, not release.
xix. Board of Trustees Closed Meeting Minutes; Personnel – September 6, 2017 – For review and approval, not release.

14. Reconvene Open Meeting — **Chairman Friedrichs**

a. Take action on items discussed in Closed Session pursuant to Section 2(c)(21) of The Open Meetings Act, for purposes of approving meeting minutes lawfully closed. Board of Trustees – Semi-annual review of Closed Meeting minutes. — **Roll Call Vote**

i. Board of Trustees Closed Meeting Minutes – November 9, 2016 – Approved, not released. — **Roll Call Vote**
ii. Board of Trustees Closed Meeting Minutes – May 10, 2017 – Approved, not released. — **Roll Call Vote**

14. Next Meeting Date — **Chairman Friedrichs**

a. **Thursday, December 7, 2017, at 4:00 p.m.** at Salt Creek Golf Club, Wood Dale

15. Adjournment — **Chairman Friedrichs**

Voice Vote

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.

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BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, September 6, 2017

1. **Call to Order** Chairperson Friedrichs called the meeting to order at 1:30 p.m. at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

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

Members Present:
Geri Estvanik, Addison Park District
Sara June, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Maryfran Leno, Itasca Park District
Bruce Baum, Medinah Park District
Paul Friedrichs, Lombard Park District
Greg Gola, Village of Villa Park
John Bealer, Village of Schiller Park (Arrived at 1:36 p.m.)

Members Absent:
Joe Vallez, Bensenville Park District
Cathy Fallon, Oakbrook Terrace Park District
Matt Ellmann, Wood Dale Park District

Staff Present:
Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Sue Martellotta, Administrative Services Manager (ASM)
Cathy Marron, Recording Secretary

Chairperson Friedrichs asked if there were any objections to moving Agenda Item #11, Audit Presentation, to Item # 5. There were no objections.

3. **Introduction of Guests and Staff**
Brian LeFevre, Sikich LLP

4. **Public Comments**
None

5. **New Business (Moved up by Board from Agenda Item # 11)**
   a. Presentation and Approval of Annual Financial Report Year Ending April 30, 2017.
   Chairperson Friedrichs asked ASM, Sue Martellotta to introduce Brian LeFevre from Sikich LLP Auditing Firm. Sue ascertained that all Board members had copies of the audit. Brian stated that the Sikich opinion is on the first pages of the document. He said that their firm follows two sets of standards, Auditing Standards governed by AICPA and Financial Reporting Standards. Mr. LeFevre announced that the firm of Sikich LLP is pleased to present an unmodified opinion, which is the highest level that is presented. He stated that the Executive Summary prepared by NEDSRA, which is a GASB requirement, is consistent with the Sikich findings. He also explained that the net position includes all assets and liabilities. Brian went through more details of the audit, including how restricted accounts were combined per board direction from last year. There was a question from Trustee Leno to clarify that the net fund balance does not include ADA money that NEDSRA holds for partners. Director Poole added any other restricted monies are also not in that fund balance number. Trustee Leno also inquired if there are any current or former employees that could buy back any more service years. Director Poole and ASM Martellotta replied that there might be some from a former employee. Trustee Leno asked Brian if any processes or procedures of the agency should be changed or updated. Mr. LeFevre recommended the tracking of partner ADA reimbursement monies be recorded differently at year-end. Director Poole clarified that in the monthly financial statements presented to the Board, the funds show as separate amounts. Brian stated that recommendations in prior audits had been implemented and the agency showed significant progress in the past three years. He said that Sue and staff were very prepared and on time with documents and requests.

Trustee Leno noted that the budget process on page 28 of the audit stating that there is a Committee review is no longer performed. Ms. Martellotta took note and stated that it will be corrected. Chairperson Friedrichs requested a motion to approve the Annual Financial Report for year ending April 30, 2017 as presented. A motion was made by Trustee Leno and a second by Trustee Knautz. There being no further discussion, on a roll call vote – voting aye: Trustee Estvanik, Addison Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Bealer, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee June, Butterfield Park District; and Chairperson Friedrichs, Lombard Park District. Motion passed with 8 ayes, no nays.

Brian LeFevre was dismissed from the meeting.

6. Approval of Meeting Minutes

Chairperson Friedrichs requested a motion to approve the Board of Trustees Special Meeting minutes of August 16, 2017. Trustee Leno motioned to approve the minutes. Trustee Knautz seconded the motion. There being no discussion, motion passed unanimously on a voice vote with 8 ayes and no nays.

7. Comments and Communications

Rick Poole pointed out the highlight of NEDSRA participant Michael Klufetos in a Ray Graham article along with other articles, sighting the work of the new part-time Marketing staff. He also mentioned the basket for a raffle that NEDSRA supplied to Medinah Park District for their event.

8. Consent Agenda - Ratify NEDSRA Financials

Chairperson Friedrichs asked for a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending July 31, 2017. Trustee Baum moved to ratify said disbursements and statements and Trustee Gola seconded the motion. On a roll call vote – voting aye: Trustee Estvanik, Addison Park District; Trustee Knautz, Village of Glendale Heights; Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Bealer, Village of Schiller Park; Trustee Gola, Village of Villa Park; Trustee June, Butterfield Park District; and Chairperson Friedrichs, Lombard Park District. Motion passed with 8 ayes, no nays.

a. Ratified: NEDSRA Disbursements for period ending July 31, 2017
b. Ratified: NEDSRA Financials for period ending July 31, 2017

9. Chairperson of the Board Comments

Chairperson Friedrichs welcomed back Trustee Estvanik and noted that Steve (Muenz) did a great job in her absence.

10. Agency Report

Director Poole noted progress on the upcoming Golf Classic. He is seeking sponsorship for the NEDSRA Homecoming Dance from community groups. Superintendent of Recreation, Jerry Barton noted a bump in the Inclusion area during summer season. NEDSRA offered a post-camp this summer, which was successful. The mini-van that was purchased was delivered. Staff is meeting with the Booster Club to secure sponsorship for the graphics to be painted on the mini-van. Superintendent Barton also highlighted grants that have been applied for and that staff were present to receive an $800 grant check from the Villa Park Rotary Club. Executive Director Poole mentioned the ads for the Marketing and Business positions placed on IPRA and NRPA.

11. Unfinished Business

There was none.

13. Board of Trustees Comments

Trustee Knautz thanked Superintendent Barton and Executive Director Poole for helping with "bumps in the road" this summer. Trustee Baum congratulated Trustee Leno and Chairperson Friedrichs for the award nomination at NRPA to be announced at the national conference. Trustee Estvanik thanked NEDSRA and the Board for the get-well flowers.

14. Motion to Convene into Closed Meeting

At 2:15 p.m., Chairperson Friedrichs requested a motion to convene into closed meeting for the purposes of discussing the issues related to the appointment, employment, compensation, discipline, performance or dismissal of personnel pursuant to the Open Meetings Act, 5ILCS120/2(c)(1). Trustee Gola moved to convene into closed meeting. Trustee Knautz seconded the motion. On a roll call vote – Voting Aye: Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Estvanik, Addison Park District; Trustee June Butterfield Park District; Trustee Knautz, Village of Glendale Heights; Trustee Bealer, Village of Schiller Park, Trustee Gola, Village of Villa Park, and Chairperson Friedrichs, Lombard Park District. Motion passed with 8 ayes and no nays.

15. Return to Open Meeting - Take Action, if any.

At 2:46 p.m., Chairperson Friedrichs reconvened to open meeting and stated there was no action.

16. Next Regular Meeting

The next regular meeting of the Board of Trustees is Wednesday, November 1, 2017.

17. Adjournment

Chairperson Friedrichs stated there was no further business before the Board of Trustees and requested a motion to adjourn. Trustee Leno made the motion to adjourn and Trustee Knautz seconded the motion. The motion passed unanimously on a voice vote with 8 ayes and no nays. The meeting was adjourned at 2:55 p.m.

Respectfully submitted,

Susan Martellotta, Recording Secretary

Paul Friedrichs, Chairperson

Bruce Baum, Vice Chairperson

NEDSRA BOARD EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, June 14, 2017

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1. **Call to Order** NEDSRA Board Chairman Maryfran Leno called the meeting to order at 12:40pm, at the NEDSRA main office.

Committee Members Physically Present Maryfran Leno, NEDSRA Board Chairman, Itasca Park District
Paul Friedrichs, NEDSRA Board Vice Chairman, Lombard Park District
Bruce Baum, NEDSRA Board Secretary, Medinah Park District

Committee Members Absent None

Other Physically Present Rick Poole, NEDSRA Executive Director

2. **Business Items**

a. Review of Open Executive Committee Meeting Minutes from 5/9/16; 5/18/16 and 6/13/16.
Review of Closed Executive Committee Meeting Minutes from 5/9/16; 5/18/16 and 6/13/16.

Friedrichs motioned to approve and release the Executive Committee Meeting Minutes dates 5/9/16; 5/18/16 and 6/13/16; and approve but NOT release the following closed session Executive Meeting Minutes of 5/9/16; 5/18/16 and 6/13/16 due to personnel. The motion was seconded by Baum. Motion approved.

b. NEDSRA Board Policy Manual – there was a discussion about the Board Policy Manual and that there are sections which still need to be revised and updated. It was recommended by Leno that the Executive Committee take on this task during the summer/fall of 2017, and recommendations provided to the full Board for approval in Sept/Oct under new Chairman Friedrichs. It was agreed that this should be a priority.

c. 17/18 NEDSRA Work Plan – Poole provided updated 17/18 work plan for review and discussions. Chairman Leno brought several items to the attention of the committee, so everyone was aware of topics that are to be reviewed as the next year goes on. These included: Synergy Agreement, Inclusion Committee, Approval/Release of Old Minutes, Fund Development Report and the NEDSRA Board Policy Manual.

d. Executive Committee – it was discussed that incoming Chair Friedrichs would appoint a 4th Board Member to the Committee, so that 2 committee members could meet without violating the open meetings act.

3. **Adjournment** The Committee adjourned the meeting by unanimous consent at 1:32 p.m, with a motion from Friedrichs and second from Baum.

Respectfully submitted,

_____
Bruce Baum, Secretary

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BOARD OF TRUSTEES
EXECUTIVE COMMITTEE SESSION MEETING MINUTES

Thursday, July 27, 2017

The Board Executive Committee convened at 1:00 p.m.

Members Present: Matt Ellmann, Wood Dale Park District
Bruce Baum, Medinah Park District
Maryfran Leno, Itasca Park District
Paul Friedrichs, Lombard Park District

Staff Present: Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation

Guests Present: None

Committee reviewed sections 4 and 5 of the Board of Trustees manual. Staff has indicated recommendations in red. Members discussed adding language for clarification in some sections and eliminating specifics, such as dates, in other sections. It was stated that the manual should say NEDSRA remains in compliant with OMA, etc. Other discussion was to ascertain consistency between all sections of the manual and the Articles of Agreement. Board Job Descriptions were reviewed and definitions updated. The committee's recommendations are to be passed on to staff to follow-up.

NEDSRA work plan update was presented by Director Poole. Included in the work plan the Synergy agreement update presented by Director Poole. A significant point was to eliminate any language stating that NEDSRA and WDSRA are joint employers of Synergy staff and to address future liability. A new agreement will be drafted and presented to the Board of Trustees.

Director Poole gave an update on registration software progress and that staff is meeting and reviewing options.

Motion to Convene into Closed Meeting
At 2:48 p.m., Chairperson Friedrichs requested a motion to convene into closed meeting for the purposes of discussing the issues related to the appointment, employment, compensation, discipline, performance or dismissal of personnel pursuant to the Open Meetings Act, 5ILCS120/2(c)(1). Trustee Baum moved to convene into closed meeting. Trustee Leno seconded the motion. On a roll call vote – Voting Aye: Trustee Leno, Itasca Park District; Trustee Baum, Medinah Park District; Trustee Ellmann and Chairperson Friedrichs, Lombard Park District. Motion passed with 4 ayes and no nays.

Respectfully submitted,

Rick Poole, Executive Director

Matt Ellmann, Secretary

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Board of Trustees Inclusion Committee Meeting
NEDSRA Office
September 22, 2017

Physical Attendance: Trustee Maryfran Leno, Itasca Park District
Trustee Sara June, Butterfield Park District
Jerry Barton, NEDSRA Superintendent of Recreation
Colleen Cline, NEDSRA Inclusion Coordinator

Start: 9:40am

The group discussed the informational packet provided by NEDSRA Staff. The packet includes:

- Inclusion History by Member Partner
- Partner Breakdown
- Individuals Served
- EAVs and Contributions
- SRA Funding
- SRA Policies – SRACLC, WSSRA, NISRA, NEDSRA

Further information is needed in the following areas:

- Is FICA included in the totals
- What is each member partner's percentage of total contributions
- Clarify non-resident inclusion services – to be revised
- 1 full year of financials 2016-2017 including any invoices paid by MP
- Policies – interpreters included?, do not have the reserve fund any longer and that should be removed

Respectfully submitted

Colleen Cline, Inclusion Coordinator

Maryfran Leno, Board Trustee

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BOARD OF TRUSTEES
EXECUTIVE COMMITTEE SESSION MEETING MINUTES
Meeting regarding the NEDSRA Board of Trustees Manual, Sections 4 and 5

Friday, September 22, 2017

The Board Executive Committee convened at 10:40 a.m.

Members Present: Maryfran Leno, Itasca Park District
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Matt Ellmann, Wood Dale Park District

Staff Present: Rick Poole, Executive Director
Sue Martellotta, Executive Assistant

Guests Present: None

Section 4 – Agency Overview
Section 5 – Board of Trustees Job Descriptions

The meeting revolved around discussion of the attorney recommendations, which were indicated in red on both sections. The members related opinions on suggested clarifications to add to both sections. Staff will communicate the consensus, create a clear red-line document for both sections and submit to the attorney.

Trustee Leno shared some highlights from the Inclusion Committee meeting she had just attended.

Chairman Friedrichs recommended that the item "Other Business" be added to all agendas.

There was a general discussion of agency and personnel procedures.

A motion to adjourn the Executive Committee meeting on the Board of Trustees Manual was made by Trustee Baum and seconded by Trustee Ellmann.

The meeting was adjourned at 11:34 a.m.

Respectfully submitted,

Sue Martellotta, Executive Assistant

Matt Ellmann, Secretary

NEDSRA BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Monday, May 9, 2016

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1. **Call to Order** NEDSRA Board Chairman Maryfran Leno called the meeting to order at 3:10 p.m. at Itasca Park District's Administrative Office, 350 E. Irving Park Road, Itasca, Illinois.

Committee Members Physically Present	Maryfran Leno, NEDSRA Board Chair, Itasca Park District Paul Friedrichs, NEDSRA Board Vice Chairman, Lombard Park District Bruce Baum, NEDSRA Board Secretary, Medinah Park District
Committee Members Absent	None
Guests Physically Present	Heidi Katz and Rachel Lutner, Robbins Schwartz – NEDSRA legal counsel

2. **Request for Closed Meeting** Chairman Leno requested and Committee Members concurred as to the need to hold a closed meeting pursuant to Section 2(c)(1) of the Open Meetings Act, 5 ILCS 120/2(c)(1), for the purpose of discussing the performance of specific employees of NEDSRA.

   The closed meeting convened at 3:15 p.m.

3. **Reconvene to Open Meeting** The Executive Committee reconvened in open session at 5:45 p.m.

4. **Adjournment** The Committee adjourned the meeting by unanimous consent at 5:45 p.m.

Respectfully submitted,

_____

Bruce Baum, Secretary

NEDSRA BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, May 18, 2016

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1. **Call to Order** NEDSRA Board Chairman Maryfran Leno called the meeting to order at 12:30 p.m., at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

Committee Members Physically Present	Maryfran Leno, NEDSRA Board Chairman, Itasca Park District Paul Friedrichs, NEDSRA Board Vice Chairman, Lombard Park District Bruce Baum, NEDSRA Board Secretary, Medinah Park District
Committee Members Absent	None
Guests Physically Present	Heidi Katz and Rachel Lutner, Robbins Schwartz – NEDSRA legal counsel

2. **Request for Closed Meeting** Chairman Leno requested and Committee Members concurred as to the need to hold a closed meeting pursuant to Section 2(c)(1) of the Open Meetings Act, 5 ILCS 120/2(c)(1), for the purpose of discussing the performance of specific employees of NEDSRA.

The closed meeting convened at 12:35 p.m.

3. **Reconvene to Open Meeting** The Executive Committee reconvened in open session at 1:35 p.m.

4. **Adjournment** The Committee adjourned the meeting by unanimous consent at 1:35 p.m.

Respectfully submitted,

_____

Bruce Baum, Secretary

NEDSRA BOARD EXECUTIVE COMMITTEE MEETING MINUTES

Monday, June 13, 2016

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1. **Call to Order** NEDSRA Board Chairman Maryfran Leno called the meeting to order at 9:32 a.m., at Itasca Park District, 350 E Irving Park Road, Itasca, IL 61043

Committee Members Physically Present	Maryfran Leno, NEDSRA Board Chairman, Itasca Park District Paul Friedrichs, NEDSRA Board Vice Chairman, Lombard Park District Bruce Baum, NEDSRA Board Secretary, Medinah Park District
Committee Members Absent	None

2. **Request for Closed Meeting** Chairman Leno requested and Committee Members concurred as to the need to hold a closed meeting pursuant to Section 2(c)(1) of the Open Meetings Act, 5 ILCS 120/2(c)(1), for the purpose of discussing the performance of specific employees of NEDSRA.

9:33am Friedrichs motioned to go into closed session, Baum made a second motion. Roll Call Vote: Leno, Aye; Baum, Aye; Friedrichs, Aye.

3. **Reconvene to Open Meeting** The Executive Committee reconvened in open session at 12:33 p.m.

4. **Adjournment** The Committee adjourned the meeting by unanimous consent at 12:34 p.m, with a motion from Friedrichs and second from Baum.

Respectfully submitted,

_____

Bruce Baum, Secretary

Putting People First

NEDSRA

Special Recreation Association

"Orientation to NEDSRA"

Tuesday, November 21
2:00–3:00pm at NEDSRA Offices

You are invited to join us for the upcoming **"Orientation to NEDSRA."** This orientation is designed for, but not limited to, new member partner staff, with the purpose of providing an overview of NEDSRA – who we are, the services we provide, the inclusion process, and the partnership we have with you!

Whether you are a new staff, or just want to know more about NEDSRA, everyone is welcome to attend.

Please RSVP to Lori Miller by Tuesday, November 14
(630) 576-4034 or lmiller@nedsra.org.

We look forward to meeting you!

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NEDSRA
Special Recreation Association
In celebration of our partnership in service,
NEDSRA cordially invites our member partner boards
and staff to the Annual Holiday Gathering.
Please join us to celebrate this holiday season.
Thursday, December 7, 5:30 pm ~ 7:30 pm
Salt Creek Golf Club
701 West Thorndale Avenue
Wood Dale 60191
RSVP by November 27 to Sue Martellotta
630.576.4022 ~ smartellotta@nedsra.org

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FINANCIALS NARRATIVE

To: NEDSRA Board of Trustees
From: Sue Martellotta, Administrative Services Manager
Date: October 6, 2017
Re: Financial Statements for Period Ending 08/31/2017

The van purchase from Wright Automotive is included in the expenses for August in the amount of $21,203.00.

The auditor's adjusting journal entries are reflected in the August statements.

	08/31/2017 YTD Actual	2017/18 Budget	08/31/2016 YTD Actual
Revenue	$1,170,255	$2,114,996	$1,038,670
Expenses	$847,033	$2,211,036	$875,369
Net Revenue/Expenses *	**$323,221**	**($96,040)**	**$163,301**

* Net *revenue includes ($7,009) in the Vehicle Fund*

General Fund	08/31/2017 YTD Actual	2017/18 Budget
Beginning Balance	$862,059	$881,277
*** Increase/Decrease**	$330,230	($93,870)
Ending General Fund Balance (Unaudited)	**$1,192,289**	**$787,407**

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Disbursements

Period Ending 08/31/2017

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 Summary
MB Financial - Operating #4960
August 1, 2017 - August 31, 2017

Check Number	Check Date	Payee		Amount
Vendor Checks				
51505	08/04/17	Paychex		518.05
51506	08/11/17	USPS Postage Due		100.00
51527	08/11/17	American Litho		3,524.00
51528	08/11/17	Wright Automotive		21,203.00
51529	08/14/17	Andrews, Caryn		1,856.00
51530	08/18/17	Kim Pechar		215.15
51531	08/18/17	Lewis Paper		333.00
51532	08/18/17	Telecom Innovations Group		117.00
51533	08/31/17	Addison Park District		772.23
51534	08/31/17	Addison, Village of		216.18
51535	08/31/17	Alexian Brothers Corporate Health Svcs		69.00
51536	08/31/17	Comcast		353.49
51537	08/31/17	ComEd		1,286.40
51538	08/31/17	Complete Cleaning Company Inc.		300.00
51539	08/31/17	Mueller, Jay		125.00
51540	08/31/17	Palatine Stables		440.00
51541	08/31/17	Robbins Schwartz Nicholas Lifton & Taylor		725.00
51542	08/31/17	Sikich LLP		1,500.00
51543	08/31/17	Kamp, Debra		27.50
51544	08/31/17	Allen-Sebok, Donna		1,175.00
51545	08/31/17	Andrews, Caryn		1,856.00
51546	08/31/17	Ashley, Lisa		1,000.00
51547	08/31/17	Konica Minolta Business Solutions, Inc.		287.92
51548	08/31/17	Lauterbach & Amen, LLP		1,816.00
51549	08/31/17	NICOR		126.11
51550	08/31/17	Warehouse Direct Workplace Solutions		194.04
51551	08/14/17	AT&T		121.16
51552	08/31/17	TechPro, Inc.		1,068.50
81518	08/16/17	Paychex		66.92
080417	08/04/17	Paychex		78.09
080817	08/08/17	Sams Club Direct		182.74
081517	08/15/17	WageWorks		110.00
081617	08/16/17	Paychex		473.36
082517	08/25/17	Konica Minolta Premier Finance		351.69
082617	08/26/17	AFLAC		52.68
9032017	08/31/17	BMO Harris P-Card		11,915.19
			Vendor Check Total	54,556.40
			Check List Total	54,556.40

Check count = 36

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
August 1, 2017 - August 31, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
Vendor Checks					
Paychex			08/04/17	51505	518.05
54000	Payroll Services - Contract	Paychex - 67759	518.05		
USPS Postage Due			08/11/17	51506	100.00
53100	Postage Expense	USPS Postage Due	100.00		
American Litho			08/11/17	51527	3,524.00
53200	Printing Expenses	American Litho - 252104-01	3,524.00		
Wright Automotive			08/11/17	51528	21,203.00
65000	Reserve Fund Expenses:Vehicle Replacement	Wright Automotive	21,203.00		
Andrews, Caryn			08/14/17	51529	1,856.00
54300	Contractual Services	Andrews, Caryn	1,856.00		
Kim Pechar			08/18/17	51530	215.15
42000	Fees & Charges	Kim Pechar - Program Refund	215.15		
Lewis Paper			08/18/17	51531	333.00
53400	Office Supplies & Duplicating	Lewis Paper - 062978	333.00		
Telecom Innovations Group			08/18/17	51532	117.00
54400	Office Maint/Contractual Agree.	Telecom Innovations Group - A50429	117.00		
Addison Park District			08/31/17	51533	772.23
58500	Building Expenses:Facility Maintenance	Addison Park District - 20-842	83.49		
58930	Miscellaneous Expenses:Director's Administ. Fund	Addison Park District - 20-843	1.00		
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	Addison Park District - 20-841	687.74		
Addison, Village of			08/31/17	51534	216.18
58400	Building Expenses:Village Water	Addison, Village of - 8/21/17	216.18		
Alexian Brothers Corporate Health Svcs			08/31/17	51535	69.00
58910	Risk Management	Alexian Brothers Corporate Health Svcs - 631986	69.00		
Comcast			08/31/17	51536	353.49
58100	Building Expenses:Telephones/Internet	Comcast	353.49		
ComEd			08/31/17	51537	1,286.40
58200	Building Expenses:Electricity	ComEd	1,286.40		
Complete Cleaning Company Inc.			08/31/17	51538	300.00
54300	Contractual Services	Complete Cleaning Company Inc. - AW01765	300.00		
Mueller, Jay			08/31/17	51539	125.00
54300	Contractual Services	Mueller, Jay	125.00		
Palatine Stables			08/31/17	51540	440.00
53600	Admissions & Facility Space	Palatine Stables - 7/8, 7/22, 7/29, 8/5	440.00		
Robbins Schwartz Nicholas Lifton & Taylor			08/31/17	51541	725.00
53800	Legal Services	Robbins Schwartz Nicholas Lifton & Taylor - 276408	725.00		

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
August 1, 2017 - August 31, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
Sikich LLP			08/31/17	51542	1,500.00
53700	Auditor	Sikich LLP - 307042	1,500.00		
Kamp, Debra			08/31/17	51543	27.50
42000	Fees & Charges	Kamp, Debra	27.50		
Allen-Sebok, Donna			08/31/17	51544	1,175.00
54330	HMHB Contractual Services	Allen-Sebok, Donna - 9-17	1,175.00		
Andrews, Caryn			08/31/17	51545	1,856.00
54300	Contractual Services	Andrews, Caryn - 4491	1,856.00		
Ashley, Lisa			08/31/17	51546	1,000.00
54300	Contractual Services	Ashley, Lisa - August	1,000.00		
Konica Minolta Business Solutions, Inc.			08/31/17	51547	287.92
54400	Office Maint/Contractual Agree.	Konica Minolta Business Solutions, Inc. - 9003781255	287.92		
Lauterbach & Amen, LLP			08/31/17	51548	1,816.00
54100	Business Services - Contract	Lauterbach & Amen, LLP - 23711	1,816.00		
NICOR			08/31/17	51549	126.11
58300	Building Expenses:Natural Gas	NICOR - 40601496694	126.11		
Warehouse Direct Workplace Solutions			08/31/17	51550	194.04
58500	Building Expenses:Facility Maintenance	Warehouse Direct Workplace Solutions - 142931	194.04		
AT&T			08/14/17	51551	121.16
58100	Building Expenses:Telephones/Internet	AT&T - 630916686008	121.16		
TechPro, Inc.			08/31/17	51552	1,068.50
53900	Professional Consultants	TechPro, Inc. 241495	168.50		
53900	Professional Consultants	TechPro, Inc. 241496	900.00		
Paychex			08/16/17	81518	66.92
54000	Payroll Services - Contract	Paychex - 68906	66.92		
Paychex			08/04/17	080417	78.09
54000	Payroll Services - Contract	Paychex - 67762	78.09		
Sams Club Direct			08/08/17	080817	182.74
53500	Program Supplies	Sams Club Direct - 1376125852	155.96		
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	Sams Club Direct - 1376125852	26.78		
WageWorks			08/15/17	081517	110.00
51600	Payroll:Health Insurance	WageWorks - INV259120	110.00		
Paychex			08/16/17	081617	473.36
54000	Payroll Services - Contract	Paychex - 68897	473.36		
Konica Minolta Premier Finance			08/25/17	082517	351.69
54400	Office Maint/Contractual Agree.	Konica Minolta Premier Finance - 337192835	351.69		
AFLAC			08/26/17	082617	52.68
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC - 677751	52.68		

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
August 1, 2017 - August 31, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
BMO Harris P-Card			08/31/17	9032017	11,915.19
53100	Postage Expense	BMO Harris P-Card	23.75		
53300	Meeting Related Expenses	BMO Harris P-Card	408.75		
53400	Office Supplies & Duplicating	BMO Harris P-Card	-17.90		
53500	Program Supplies	BMO Harris P-Card	4,450.44		
53600	Admissions & Facility Space	BMO Harris P-Card	1,976.17		
53650	Program Equipment	BMO Harris P-Card	108.13		
53675	Fund Raising Expenses	BMO Harris P-Card	614.54		
55000	Public Relations	BMO Harris P-Card	76.86		
55200	Subscription & Publication	BMO Harris P-Card	124.99		
56000	Continuing Education	BMO Harris P-Card	60.00		
56100	Professional Memberships	BMO Harris P-Card	209.99		
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	369.57		
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	1,061.33		
57400	Vehicle Expenses:Van Rental	BMO Harris P-Card	305.00		
58100	Building Expenses:Telephones/Internet	BMO Harris P-Card	167.19		
58600	Building Expenses:Office Improvements	BMO Harris P-Card	1,765.05		
58910	Risk Management	BMO Harris P-Card	-30.35		
58940	Miscellaneous Expenses:Employee Recognition/Relations	BMO Harris P-Card	241.68		
			Check List Total		54,556.40

Check count = 36

NEDSRA PCard Detail
PE 08/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
08242017	USPS.COM CLICKNSHIP	Overnight Brochure Proof	53100	23.75	23.75	SUSAN J MARTELLOTTA
07282017	FOREST AWARDS AND ENGR	Office Supplies	53300	68.00		CATHY MARRON
07282017	QMI SECURITY SOLUTIONS	Office Supplies - Window Controllers	53300	267.24		CATHY MARRON
08252017	SHOELESS JOES ALE HOUS	Lunch Meeting - BoT	53300	73.51	408.75	RICK POOLE
08022017	ETSY.COM	Office Supplies	53400	22.10		SUSAN J MARTELLOTTA
08222017	CREDIT ADJUSTMENT	Purchase Credit	53400	(40.00)	(17.90)	SUSAN J MARTELLOTTA
08182017	STUDIO STYLE	Prom Photo Supplies	53500	60.99		A MAGGIE GOODE
08102017	ALASKA SHIRT COMPANY J	PPT Supplies	53500	230.88		BETH CORSO
08142017	NCL-NORWEGIAN PEARL	PPT Supplies	53500	97.93		BETH CORSO
08252017	SIX FLAGS GREAT AMERIC	PPT Supplies	53500	26.99		BETH CORSO
07312017	MARGARITAS	Mexican food for the Fiesta	53500	1,255.00		CARRIE HENRY
07312017	WAL-MART #5442	Pans for food for the Fiesta	53500	4.88		CARRIE HENRY
08042017	MENARDS GLENDALE HEIGH	Bug Spray for the plants	53500	5.99		CARRIE HENRY
08112017	POTBELLY #245	Lunch during Spirit Cruise	53500	9.25		CARRIE HENRY
07312017	GRAHAMS CHOCOLATES	Program Supplies	53500	35.76		DEBBI PAWINSKI
08022017	10 - LOU MALNATIS PIZZ	Program Supplies	53500	82.00		DEBBI PAWINSKI
08032017	WM SUPERCENTER #1898	Program Supplies	53500	5.38		DEBBI PAWINSKI
08042017	MCDONALD S F1460	Program Supplies	53500	11.75		DEBBI PAWINSKI
08112017	WAL-MART #5442	Program Supplies	53500	34.74		DEBBI PAWINSKI
08252017	WAL-MART #5442	Program Supplies	53500	60.12		DONNA SEBOK
07282017	STAV S KITCHEN	Program Supplies	53500	56.95		GERARD MORAN
08042017	AURELIOS PIZZA - ADDI	Program Supplies	53500	109.92		GERARD MORAN
07282017	JEWEL #3294	Program Supplies	53500	2.49		JACOB BOYKO
08042017	JEWEL #3294	Program Supplies	53500	2.99		JACOB BOYKO
08112017	MOD PIZZA BLOOMINGDALE	Program Supplies	53500	96.06		JACOB BOYKO
08112017	WAL-MART #5442	Program Supplies	53500	16.69		JACOB BOYKO
07282017	GFS STORE #0200	all camp event supplies	53500	136.18		JAMIE ELAM
07282017	WM SUPERCENTER #4641	fiesta, all camp event, extended camp su	53500	84.45		JAMIE ELAM
07282017	WAL-MART #5442	Extended Camp Supplies	53500	28.84		JAMIE ELAM
07312017	WM SUPERCENTER #5442	all Camp event Supplies	53500	37.08		JAMIE ELAM
08042017	MEIJER INC #206 Q01	end of Camp event	53500	51.75		JAMIE ELAM
08112017	SQU*SQ *CHICAGO FOOD P	Extended Camp Supplies	53500	91.15		JAMIE ELAM
08112017	SQU*SQ *CHICAGO FOOD P	Extended Camp Supplies- Refund	53500	(40.00)		JAMIE ELAM
08112017	ADLER PLANETARIUM	Extended Camp Program Admissions Refund	53500	(110.50)		JAMIE ELAM
08142017	PARKINGMETER5 87724279	Extended Camp Supplies	53500	13.00		JAMIE ELAM
08182017	FOX VALLEY PARK DISTRI	Camp Admissions Refund	53500	(55.00)		JAMIE ELAM
08242017	HOBBY-LOBBY #0174	Holiday Party with Santa Supplies	53500	53.82		JAMIE ELAM
07312017	WM SUPERCENTER #1737	Program Supplies	53500	49.02		KRISTEN ROBERTSON
08102017	WM SUPERCENTER #5442	Program Supplies	53500	28.81		KRISTEN ROBERTSON
08112017	TARGET 00008938	Program Supplies	53500	14.87		KRISTEN ROBERTSON
08152017	WM SUPERCENTER #5442	Program Supplies	53500	10.12		KRISTEN ROBERTSON
08152017	LITTLE CAESARS 3173-00	Program Supplies	53500	23.25		KRISTEN ROBERTSON
08172017	MCDONALD S F2224	Program Supplies	53500	29.46		KRISTEN ROBERTSON
08222017	WAL-MART #5442	Program Supplies	53500	28.81		KRISTEN ROBERTSON

NEDSRA PCard Detail
PE 08/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
08242017	LITTLE CAESARS 2014 00	Program Supplies	53500	20.00		KRISTEN ROBERTSON
08162017	CULVERS OF ADDISON	New Releases program lunch	53500	51.87		LORI MILLER
08162017	CULVERS OF ADDISON	New Releases program ice cream	53500	16.08		LORI MILLER
08242017	IHOP #5411	New Releases program lunch	53500	71.76		LORI MILLER
08032017	CHICK-FIL-A #02735	Program Supplies	53500	76.34		MAGGIE RESILLEZ
08032017	CHICK-FIL-A #02735	Program Supplies	53500	7.36		MAGGIE RESILLEZ
08042017	WM SUPERCENTER #1553	Program Supplies	53500	33.31		MAGGIE RESILLEZ
07312017	WAL-MART #5442	Fiesta Supplies	53500	23.60		MEGAN SIEBERT
08042017	#03495 JEWEL	Camp Trailblazers Supplies	53500	54.06		NEDSRA CAMP
08042017	#03495 JEWEL	Camp Trailblazers Supplies	53500	20.98		NEDSRA CAMP
08112017	PARKINGMETER5 87724279	Extended Camp Supplies	53500	13.00		NEDSRA CAMP
08112017	SMILEBOX SMILEBOX.COM	Camp Trailblazers Supplies	53500	47.88		NEDSRA CAMP
08142017	SMILEBOX SMILEBOX.COM	Camp Trailblazers Supplies	53500	(47.88)		NEDSRA CAMP
08142017	BACCI PIZZA BENSENV	Extended Camp Supplies	53500	91.00		NEDSRA CAMP
07282017	GOODWILL RETAIL#157	Program Supplies	53500	10.95		NEDSRA NEDSRA1
08072017	SHOELESS JOES ALE HOUS	Program Supplies	53500	142.59		NEDSRA NEDSRA1
08222017	FACEBK UKYGNDERX2	Program Supplies	53500	25.00		NEDSRA NEDSRA1
08072017	DOLLAR-GENERAL #8045	Camp Wonder Supplies	53500	23.90		NESDRA CAMP 2
08102017	WAL-MART #5442	Program Supplies	53500	10.42		RACHEL BELL
07312017	WAL-MART #5442	Program Supplies	53500	52.21		ROBERT GRIFFIN
08022017	WM SUPERCENTER #5442	Program Supplies	53500	86.20		ROBERT GRIFFIN
08042017	WM SUPERCENTER #5442	Program Supplies	53500	141.99		ROBERT GRIFFIN
08042017	UNOCHICAGOGRILL#768	Camp Supplies	53500	210.45		SEAN FRITSCH
08042017	WM SUPERCENTER #5442	Program Supplies	53500	43.82		SEAN FRITSCH
08182017	ANGELO CAPUTO S FR	Theater Reunion Party	53500	66.93		SEAN FRITSCH
08092017	UNCLE HARRY S OF WISCO	New Release Tuesday Ice Cream	53500	23.45		SEAN TOVEY
08092017	FIREHOUSE SUBS #15	New Release Tuesday Meal	53500	40.12		SEAN TOVEY
08212017	CVS/PHARMACY #02860	Huskies Golf Snacks	53500	7.11		SEAN TOVEY
08222017	SALT CREEK GOLF CLUB	Huskies Golf Alternate Shot Meal	53500	115.66		SEAN TOVEY
07312017	PEANUTS BAR AND GRILL	Friends Progressive Dinner	53500	60.00		SHANNON TOVEY
07312017	COOKIE DOUGH CREATIONS	Friends Progressive Dinner	53500	35.52		SHANNON TOVEY
07312017	Q-BBQ NAPERVILLE	Friends Progressive dinner	53500	126.45		SHANNON TOVEY
08212017	PANERA BREAD #1290	State Tennis Breakfast for staff	53500	18.54		SHANNON TOVEY
08212017	JASON S DELI IBM #	State Tennis Dinner for staff	53500	22.65		SHANNON TOVEY
08222017	NARDI S TOWER OF PIZZA	Bowling Bonanza Meals	53500	25.25	4,450.44	SHARON PEARCE
08042017	NCL RESERVATIONS USD	PPT Admissions	53600	61.95		BETH CORSO
08182017	SIX FLAGS GREAT AMERIC	PPT Admissions	53600	891.24		BETH CORSO
07282017	DUPAGE COUNTY FAIR ASS	PPT Admissions	53600	18.00		DEBBI PAWINSKI
08092017	COSLEY ZOO ADMISSIONS	PPT Admissions	53600	21.00		DEBBI PAWINSKI
07282017	STARDUST BOWL OF A	PPT Admissions	53600	13.50		GERARD MORAN
07282017	STARDUST BOWL OF A	PPT Admissions	53600	13.50		GERARD MORAN
08042017	STARDUST BOWL OF A	PPT Admissions	53600	27.00		GERARD MORAN
07282017	ADDISON CINEMAS-2302	PPT Admissions	53600	33.00		KRISTEN ROBERTSON
08032017	STARDUST BOWL OF A	PPT Admissions	53600	9.00		KRISTEN ROBERTSON

NEDSRA PCard Detail
PE 08/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
08032017	YORK THEATRE	PPT Admissions	53600	13.00		KRISTEN ROBERTSON
08082017	FANDANGO.COM	New Releases program tickets	53600	45.50		LORI MILLER
08112017	KANE COUNTY COUGARS	Baseball Movers program tickets	53600	50.50		LORI MILLER
08172017	ADDISON CINEMAS-2302	New Releases program tickets	53600	40.00		LORI MILLER
08242017	ADDISON CINEMAS-2302	New Releases program tickets	53600	35.00		LORI MILLER
08032017	COSLEY ZOO GIFT SHOP	PPT Admissions	53600	56.00		MAGGIE RESILLEZ
08072017	GLEN ELLYN PKDIST	Teens On The Go Camp Admissions	53600	30.00		MEGAN SIEBERT
08142017	WOOD DALE BOWL	PPT Admissions	53600	84.00		RACHEL BELL
08222017	SALT CREEK GOLF CLUB	Huskies Golf Alternate Shot Admission Fe	53600	276.00		SEAN TOVEY
08212017	SQ *BLOOMINGTON CHA	State Tennis Hotel	53600	88.48		SHANNON TOVEY
08072017	WOOD DALE BOWL	Huskies Bowling Admission	53600	90.00		SHARON PEARCE
08212017	STARDUST BOWL OF A	Bowling Bonanza Admission	53600	31.50		SHARON PEARCE
08212017	WOOD DALE BOWL	Huskies Bowling Admission	53600	48.00	1,976.17	SHARON PEARCE
08042017	THE HOME DEPOT #1916	Huskies Bocce Storage Bin	53650	64.00		SEAN TOVEY
08152017	PALOS SPORTS	Huskies Flag Football Flag Belts	53650	44.13	108.13	SEAN TOVEY
08032017	TARGET 00008383	GC Supplies	53675	150.00		KAREN LESNIAK
08102017	SPECIAL T UNLIMITED	GC Supplies	53675	464.54	614.54	KAREN LESNIAK
07282017	ADOBE *CREATIVE CLOUD	Graphics Subscription	55000	31.86		SUSAN J MARTELLOTTA
08042017	CTC*CONSTANTCONTACT.C	Email Marketing	55000	45.00	76.86	SUSAN J MARTELLOTTA
08072017	SIGNUPGENIUS.COM	Email Subscription	55200	24.99		NEDSRA NEDSRA1
08112017	PUBLICSALARY	Membership	55200	100.00	124.99	SUSAN J MARTELLOTTA
08252017	ILLINOIS PARK RECREAT	Therapeutic Recreation Summit	56000	60.00	60.00	MEGAN SIEBERT
08092017	AmazonPrime Membership	Amazon Business Membership	56100	10.99		A MAGGIE GOODE
08252017	SHRM*MEMBER600718016	HR Professionals Membership	56100	199.00	209.99	SUSAN J MARTELLOTTA
08112017	PARKINGMETER5 87724279	Parking for Spirit Cruise	57100	9.00		CARRIE HENRY
08102017	SQ *NICHOLS FARM &	Parking for TREC	57100	6.00		KRISTEN ROBERTSON
08152017	SAMS CLUB #6487	Vehicle Fuel	57100	52.29		KRISTEN ROBERTSON
08112017	SAMSCLUB 6487 GAS	Vehicle Fuel	57100	63.71		MEGAN SIEBERT
07312017	SHELL OIL 57444165609	Vehicle Fuel	57100	71.67		MINDY JACK
07282017	SHELL OIL 57444165609	Vehicle Fuel	57100	46.90		ROBERT GRIFFIN
08042017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00		SUSAN J MARTELLOTTA
08182017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00		SUSAN J MARTELLOTTA
08182017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00	369.57	SUSAN J MARTELLOTTA
08242017	AUTOZONE 4469	Vehicle Maintenance	57300	43.97		ADAM STRENTZ
08012017	SUBURBAN DRIVELINE INC	Vehicle Safety Lane Sticker	57300	34.00		SEAN TOVEY
08092017	KRAGE S SERVICE CENTER	Vehicle Maintenance	57300	234.71		SEAN TOVEY
08232017	SUBURBAN DRIVELINE INC	Safety Lane Sticker	57300	34.00		SEAN TOVEY
08252017	KRAGE S SERVICE CENTER	Van Repairs	57300	714.65	1,061.33	SEAN TOVEY
08082017	FGA*CHICAGOCHART.20714	Bus Rental - Camp	57400	305.00	305.00	SUSAN J MARTELLOTTA
08182017	VZWRLSS*MY VZ VB P	Telephone	58100	167.19		SUSAN J MARTELLOTTA
08182017	VZWRLSS*MY VZ VB P	Duplicate - See Credit	58100	167.19		SUSAN J MARTELLOTTA
08222017	CREDIT ADJUSTMENT	Duplicate Credited	58100	(167.19)	167.19	SUSAN J MARTELLOTTA
08242017	CDW GOVT #JWT4426	Computer Monitors	58600	1,765.05	1,765.05	SUSAN J MARTELLOTTA
08112017	BASS PRO STORE BOLINGB	Return of Staff Water Shoes	58910	(30.35)	(30.35)	SEAN TOVEY

NEDSRA PCard Detail
PE 08/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
08022017	WM SUPERCENTER #5442	Social Committee Recognition	58940	2.67		JERRY BARTON
08042017	MARIO S DELI	Staff Recognition/Social Comm.	58940	95.78		JERRY BARTON
08182017	WAL-MART #5442	Social Committee Recognition	58940	7.69		JERRY BARTON
08032017	JEWEL #3294	Plant for Karen -departure gift	58940	36.97		LORI MILLER
08172017	AURELIOS PIZZA - ADDI	Staff Meeting Summer Social	58940	98.57	241.68	LORI MILLER
	Total			**$ 11,915.19**	**$ 11,915.19**	

	Budgeted Member Partner Contribution Due 2017/2018	Operation Allocation Received as of 8/31/2017	Balance Due to Operations Allocation 8/31/2017	Percentage of Operations Allocation Collected as of 8/31/2017	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2017/2018	ADA/Access Reserve Paid 2017/2018	Available ADA/Access Reserve Balance
Addison	$274,003.00	$137,001.50	$137,001.50	50.00%	$352,219.28	$0.00	$0.00	$352,219.28
Bensenville	$178,293.00	$89,146.00	$89,147.00	50.00%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$60,844.00	$30,422.00	$30,422.00	50.00%	$0.00	$0.00	$0.00	$0.00
Glendale Heights	$168,450.00	$84,225.00	$84,225.00	50.00%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$87,392.00	$43,696.00	$43,696.00	50.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$290,004.00	$155,550.26	$134,453.74	53.64%	$0.00	$107,140.33	$107,140.33	$0.00
Medinah	$83,022.00	$67,651.11	$15,370.89	81.49%	$86,734.52	$0.00	$100.00	$86,634.52
Oakbrook Terrace	$65,801.00	$32,900.50	$32,900.50	50.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$87,843.00	$43,921.50	$43,921.50	50.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$135,705.00	$111,172.60	$24,532.40	81.92%	$120,756.42	$0.00	$16,688.00	$104,068.42
Wood Dale	$132,729.00	$66,364.50	$66,364.50	50.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,564,086.00	$862,050.97	$702,035.03	55.12%	$722,626.94	$107,140.33	$123,928.33	$705,838.94

ADDISON			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$352,219.28**
Check #62028	08/01/2017	$137,001.50	$137,001.50			
Totals			**$137,001.50**	**$0.00**	**$0.00**	**$352,219.28**

BENSENVILLE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Check #50340	07/07/2017	$89,146.00	$89,146.00			
Totals			**$89,146.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #16512	07/14/2017	$30,422.00	$30,422.00			
Totals			**$30,422.00**	**$0.00**	**$0.00**	**$0.00**

GLENDALE HEIGHTS			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Ck #192750	08/30/2017	$84,225.00	$84,225.00			
Totals			**$84,225.00**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Ck #54737	06/30/2017	$43,696.00	$43,696.00			
Totals			**$43,696.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Deposit	06/29/2017	$253,140.33	$146,000.00	$107,140.33		$107,140.33
ADA Reimbursement	07/07/2017	$107,140.33			$107,140.33	($107,140.33)
ACH Deposit	07/13/2017	$3,919.76	$3,919.76			
ACH Deposit	08/24/2017	$5,630.50	$5,630.50			
Totals			**$155,550.26**	**$107,140.33**	**$107,140.33**	**$0.00**

MEDINAH			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$86,734.52**
ADA Reimbursement	05/31/2017	$100.00			$100.00	($100.00)
Check #25577	07/19/2017	$66,580.72	$66,580.72			
Check #25610	08/22/2017	$1,070.39	$1,070.39			
Totals			**$67,651.11**	**$0.00**	**$100.00**	**$86,634.52**

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OAKBROOK TERRACE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #10537	07/07/2017	$32,900.50	$32,900.50			
Totals			**$32,900.50**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #62752	07/27/2017	$43,921.50	$43,921.50			
Totals			**$43,921.50**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$120,756.42**
ADA Reimbursement	06/30/2017	$9,673.00			$9,673.00	($9,673.00)
ADA Reimbursement	06/30/2017	$7,015.00			$7,015.00	($7,015.00)
Check #172160	07/03/2017	$111,172.60	$111,172.60			
Totals			**$111,172.60**	**$0.00**	**$16,688.00**	**$104,068.42**

WOOD DALE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$5,539.00**
Ck #81628	06/27/2017	$66,364.50	$66,364.50			
Totals			**$66,364.50**	**$0.00**	**$0.00**	**$5,539.00**

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Special Recreation Association

Consolidated Monthly Financial Statements Period Ending 08/31/2017

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 August 31, 2017 and 2016

	August 31, 2017	August 31, 2016	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 256,288.82	$ 130,903.70	$ 125,385.12	95.78%
MB Financial - Payroll #4979	2,745.63	40,464.60	(37,718.97)	-93.21%
Petty Cash	2,625.00	2,475.00	150.00	6.06%
Interest Receivable	0.00	61.06	(61.06)	-100.00%
Prepaid Expenses	975.00	0.00	975.00	0.00%
Accounts Receivable	88,713.81	102,123.11	(13,409.30)	-13.13%
MB Financial - MM #9401	637,070.71	580,364.38	56,706.33	9.77%
Maxsafe Wintrust - MM #2599	1,023,692.12	1,023,022.04	670.08	0.07%
Total Assets	$ 2,012,111.09	$ 1,879,413.89	$ 132,697.20	3.58%
Liabilities and Fund Balance				
Accounts Payable	$ 1,793.51	$ (37.75)	$ (1,831.26)	4851.02%
Due to Members (ADA)	722,626.94	821,888.72	99,261.78	12.08%
Payroll Liabilities	7,249.53	4,574.83	(2,674.70)	-58.47%
Deferred Income	0.00	1,000.00	1,000.00	100.00%
Gift Certificate Deferred Revenue	0.00	466.00	466.00	100.00%
Vehicle Replacement Fund	99,405.81	147,924.81	48,519.00	32.80%
Working Cash Fund	0.00	41,172.85	41,172.85	100.00%
Capital Improvement Fund	0.00	38,125.71	38,125.71	100.00%
Operations Support	0.00	256,564.70	256,564.70	100.00%
Agency Stability Fund	0.00	174,358.52	174,358.52	100.00%
Inclusion - ADA Fund	0.00	30,000.00	30,000.00	100.00%
S.O. Boosters	12,243.20	10,384.75	(1,858.45)	-17.90%
General Fund Balance	1,168,792.10	352,990.75	(815,801.35)	-231.11%
Total Liabilities and Fund Balance	$ 2,012,111.09	$ 1,879,413.89	$ 132,697.20	7.06%

Northeast DuPage Special Recreation Association
Revenue Over Expenditures
For the 1 Month and 4 Months, Months Ending August 31, 2017

Account #	REVENUE RECAP	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
41000	Partner Contributions	$ 1,564,086.00	$ 6,700.89	$ 905,972.47	$ (658,113.53)	57.92%	$ 802,375.36	$ 103,597.11	11.43%
42000	Fees & Charges	304,357.00	43,328.46	160,315.31	(144,041.69)	52.67%	133,078.26	27,237.05	16.99%
42020	Scholarship/Fee Assistance	0.00	41.10	6,377.91	6,377.91	0.00%	11,668.05	(5,290.14)	-82.94%
43000-44000	Fund Development	235,428.00	36,082.50	90,662.01	(144,765.99)	38.51%	84,056.08	6,605.93	7.29%
44210-44230	Booster Club Revenue	3,500.00	1,450.00	3,977.00	477.00	113.63%	477.00	3,500.00	88.01%
44300	Partner ADA Revenue	0.00	0.00	107,140.33	107,140.33	0.00%	90,577.89	16,562.44	15.46%
46000	Miscellaneous Income	3,725.00	428.89	877.07	(2,847.93)	23.55%	4,600.65	(3,723.58)	-424.55%
46400	Park District Portion Income	1,500.00	0.00	1,377.69	(122.31)	91.85%	1,494.09	(116.40)	-8.45%
47000	Interest Earned	2,400.00	199.33	695.16	(1,704.84)	28.97%	921.47	(226.31)	-32.56%
Total Revenue		2,114,996.00	88,231.17	1,277,394.95	(837,601.05)	60.40%	1,129,248.85	148,146.10	11.60%

Account #	EXPENDITURE RECAP	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
51100-51300	Salaries	$ 1,247,933.00	$ 206,223.28	$ 497,225.00	$ (750,708.00)	39.84%	$ 535,627.36	$ (38,402.36)	-7.72%
51400-52400	Insurance/Pension	417,713.00	23,939.73	113,613.88	(304,099.12)	27.20%	132,617.54	(19,003.66)	-16.73%
53000-56200	Operations	385,382.00	26,572.36	146,599.55	(238,782.45)	38.04%	154,789.93	(8,190.38)	-5.59%
57100-57400	Vehicles	35,464.00	3,611.88	12,266.49	(23,197.51)	34.59%	17,376.78	(5,110.29)	-41.66%
58100-58400	Utilities	55,867.00	4,191.95	14,928.28	(40,938.72)	26.72%	18,049.19	(3,120.91)	-20.91%
58600-58800	Special Projects	31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,623.87	23,887.55	90.10%
58910-58940	Miscellaneous	9,962.00	281.33	4,192.42	(5,769.58)	42.08%	2,438.95	1,753.47	41.82%
61100-61300	Fund Development	2,000.00	26.78	2,320.29	320.29	116.01%	177.43	2,142.86	92.35%
62000-69000	Other	25,000.00	21,244.10	153,004.14	128,004.14	612.02%	113,925.94	39,078.20	25.54%
Total Expenditures		2,211,036.00	286,091.41	970,661.47	(1,240,374.53)	43.90%	977,626.99	(6,965.52)	0.01%
Net Revenue over Expenditures		$ (96,040.00)	$ (197,860.24)	$ 306,733.48	$ 402,773.48		$ 151,621.86	$ 155,111.62	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 4 Months, Months Ending August 31, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	860,669.00	101,837.48	281,899.24	(578,769.76)	32.75%	342,148.05	(60,248.81)	-21.37%
51200	Payroll:Part Time Wages & Salaries	270,264.00	104,385.80	215,325.76	(54,938.24)	79.67%	193,479.31	21,846.45	10.15%
51210	Part Time Wages - Inclusion	117,000.00	0.00	0.00	(117,000.00)	0.00%	0.00	0.00	0.00%
		1,247,933.00	206,223.28	497,225.00	(750,708.00)	39.84%	535,627.36	(38,402.36)	-7.72%
Insurance/Pension									
51400	Payroll:FICA & Medicare	74,789.00	15,965.97	37,564.85	(37,224.15)	50.23%	38,750.36	(1,185.51)	-3.16%
51500	Payroll:IMRF	149,460.00	11,351.49	34,008.66	(115,451.34)	22.75%	35,503.91	(1,495.25)	-4.40%
51600	Payroll:Health Insurance	156,416.00	(3,377.73)	32,778.32	(123,637.68)	20.96%	48,432.48	(15,654.16)	-47.76%
52000	Workers Compensation	7,247.00	0.00	1,811.76	(5,435.24)	25.00%	2,360.04	(548.28)	-30.26%
52300	Liability Insurance	12,781.00	0.00	3,195.24	(9,585.76)	25.00%	2,968.00	227.24	7.11%
52400	Property Insurance	17,020.00	0.00	4,255.05	(12,764.95)	25.00%	4,602.75	(347.70)	-8.17%
		417,713.00	23,939.73	113,613.88	(304,099.12)	27.20%	132,617.54	(19,003.66)	-16.73%
Operations									
53000	Bank Fees & Charges	3,660.00	293.33	1,231.10	(2,428.90)	33.64%	1,178.86	52.24	4.24%
53010	Credit Card Fees	8,943.00	605.84	2,521.98	(6,421.02)	28.20%	2,240.82	281.16	11.15%
53100	Postage Expense	7,000.00	123.75	3,076.53	(3,923.47)	43.95%	2,612.00	464.53	15.10%
53200	Printing Expenses	20,540.00	3,524.00	7,722.63	(12,817.37)	37.60%	7,508.33	214.30	2.77%
53300	Meeting Related Expenses	2,725.00	408.75	563.53	(2,161.47)	20.68%	815.81	(252.28)	-44.77%
53400	Office Supplies & Duplicating	8,500.00	435.08	4,762.79	(3,737.21)	56.03%	1,551.24	3,211.55	67.43%
53440	Office Supplies & Duplicating: Miscellaneous	0.00	0.00	0.00	0.00	0.00%	90.00	(90.00)	0.00%
53500	Program Supplies	77,335.00	4,256.40	41,975.21	(35,359.79)	54.28%	43,095.47	(1,120.26)	-2.67%
53510	Support Staff Supplies	3,360.00	0.00	0.00	(3,360.00)	0.00%	0.00	0.00	0.00%
53520	Inclusion Staff Supplies	460.00	0.00	0.00	(460.00)	0.00%	0.00	0.00	0.00%
53530	HMHB Program Supplies	1,400.00	0.00	0.00	(1,400.00)	0.00%	0.00	0.00	0.00%
53600	Admissions & Facility Space	60,690.00	2,416.17	25,979.34	(34,710.66)	42.81%	22,310.29	3,669.05	14.12%
53630	HMHB Admissions & Facility Space	250.00	0.00	0.00	(250.00)	0.00%	0.00	0.00	0.00%
53650	Program Equipment	7,047.00	108.13	1,001.17	(6,045.83)	14.21%	2,354.80	(1,353.63)	-135.20%
53675	Fund Raising Expenses	26,511.00	614.54	5,855.95	(20,655.05)	22.09%	5,693.10	162.85	2.78%
53700	Auditor	10,000.00	1,500.00	8,800.00	(1,200.00)	88.00%	9,100.00	(300.00)	-3.41%
53800	Legal Services	6,900.00	725.00	950.00	(5,950.00)	13.77%	21,216.70	(20,266.70)	-2133.34%
53900	Professional Consultants	17,040.00	1,068.50	5,722.75	(11,317.25)	33.58%	4,250.00	1,472.75	25.74%
54000	Payroll Services - Contract	10,000.00	1,136.42	3,838.45	(6,161.55)	38.38%	3,069.27	769.18	20.04%
54100	Business Services - Contract	24,460.00	1,816.00	6,910.00	(17,550.00)	28.25%	5,726.00	1,184.00	17.13%
54300	Contractual Services	35,350.00	5,137.00	12,859.00	(22,491.00)	36.38%	14,798.09	(1,939.09)	-15.08%
54330	HMHB Contractual Services	19,500.00	1,175.00	3,525.00	(15,975.00)	18.08%	0.00	3,525.00	100.00%
54400	Office Maint/Contractual Agree.	13,679.00	756.61	5,717.75	(7,961.25)	41.80%	4,448.53	1,269.22	22.20%
55000	Public Relations	1,680.00	76.86	260.58	(1,419.42)	15.51%	362.54	(101.96)	-39.13%
55100	Legal Publications	1,310.00	0.00	61.17	(1,248.83)	4.67%	368.88	(307.71)	-503.04%
55200	Subscription & Publication	1,049.00	124.99	469.94	(579.06)	44.80%	516.20	(46.26)	-9.84%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 4 Months, Months Ending August 31, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
56000	Continuing Education	11,180.00	60.00	1,934.69	(9,245.31)	17.30%	1,269.00	665.69	34.41%
56100	Professional Memberships	4,313.00	209.99	859.99	(3,453.01)	19.94%	214.00	645.99	75.12%
56200	Statewide Legislative Initiatives	500.00	0.00	0.00	(500.00)	0.00%	0.00	0.00	0.00%
		385,382.00	26,572.36	146,599.55	(238,782.45)	38.04%	154,789.93	(8,190.38)	-5.59%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	18,417.00	1,057.31	4,405.24	(14,011.76)	23.92%	7,894.79	(3,489.55)	-79.21%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,813.00	1,188.24	2,261.68	(2,551.32)	46.99%	1,209.72	1,051.96	46.51%
57300	Vehicle Expenses:Van Repair & Parts	11,834.00	1,061.33	4,377.57	(7,456.43)	36.99%	5,923.55	(1,545.98)	-35.32%
57400	Vehicle Expenses:Van Rental	400.00	305.00	1,222.00	822.00	305.50%	2,348.72	(1,126.72)	-92.20%
		35,464.00	3,611.88	12,266.49	(23,197.51)	34.59%	17,376.78	(5,110.29)	-41.66%
Utilities									
58100	Building Expenses:Telephones/Internet	12,000.00	520.68	3,676.67	(8,323.33)	30.64%	4,455.14	(778.47)	-21.17%
58200	Building Expenses:Electricity	12,850.00	1,286.40	5,141.61	(7,708.39)	40.01%	5,528.89	(387.28)	-7.53%
58300	Building Expenses:Natural Gas	6,200.00	126.11	1,184.35	(5,015.65)	19.10%	696.49	487.86	41.19%
58400	Building Expenses:Village Water	1,514.00	216.18	510.16	(1,003.84)	33.70%	494.36	15.80	3.10%
58500	Building Expenses:Facility Maintenance	14,223.00	277.53	2,650.44	(11,572.56)	18.63%	3,862.07	(1,211.63)	-45.71%
58600	Building Expenses:Office Improvements	9,080.00	1,765.05	1,765.05	(7,314.95)	19.44%	3,012.24	(1,247.19)	-70.66%
		55,867.00	4,191.95	14,928.28	(40,938.72)	26.72%	18,049.19	(3,120.91)	-20.91%
Special Projects									
58700	Synergy Expenses	31,715.00	0.00	25,771.46	(5,943.54)	81.26%	2,053.87	23,717.59	92.03%
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	739.96	739.96	0.00%	570.00	169.96	22.97%
		31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,623.87	23,887.55	90.10%
Miscellaneous Expenses									
58910	Risk Management	3,177.00	38.65	1,983.54	(1,193.46)	62.43%	488.42	1,495.12	75.38%
58920	Miscellaneous Expenses:Park District Portion	3,135.00	0.00	1,377.68	(1,757.32)	43.95%	1,494.09	(116.41)	-8.45%
58930	Miscellaneous Expenses:Director's Administ. Fund	2,300.00	1.00	388.89	(1,911.11)	16.91%	297.45	91.44	23.51%
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,350.00	241.68	440.31	(909.69)	32.62%	158.99	281.32	63.89%
58950	Miscellaneous Expenses:Reconciliation Discrepancies	0.00	0.00	2.00	2.00	0.00%	0.00	2.00	100.00%
		9,962.00	281.33	4,192.42	(5,769.58)	42.08%	2,438.95	1,753.47	41.82%
Fund Development Expenses									
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	2,000.00	26.78	2,320.29	320.29	116.01%	177.43	2,142.86	92.35%
		2,000.00	26.78	2,320.29	320.29	116.01%	177.43	2,142.86	92.35%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 4 Months, Months Ending August 31, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Other Expenses									
65000	Reserve Fund Expenses:Vehicle Replacement	25,000.00	21,203.00	21,203.00	(3,797.00)	84.81%	0.00	21,203.00	100.00%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	0.00	123,928.33	123,928.33	0.00%	102,257.89	21,670.44	17.49%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	41.10	7,872.81	7,872.81	0.00%	11,668.05	(3,795.24)	-48.21%
		25,000.00	21,244.10	153,004.14	128,004.14	612.02%	113,925.94	39,078.20	25.54%
Total Expenditures		2,211,036.00	286,091.41	970,661.47	(1,240,374.53)	43.90%	977,626.99	(6,965.52)	0.01%

1770 West Centennial Place
Addison, Illinois 60101
Ph. 630.620.4500 Fax 630.620.4598
www.nedsra.org

FINANCIALS NARRATIVE

To: NEDSRA Board of Trustees
From: Sue Martellotta, Administrative Services Manager
Date: November 1, 2017
Re: Financial Statements for Period Ending 09/30/2017

NEDSRA held their annual Golf Classic Event on September 13. The notable costs under Fundraising Expenses for this month are attributed to this event. Revenues for the Golf Classic were received over several months of this fiscal year.

	09/30/2017 YTD Actual	2017/18 Budget	09/30/2016 YTD Actual
Revenue	$1,380,579	$2,114,996	$1,275,735
Expenses	$982,238	$2,211,036	$1,047,484
Net Revenue/Expenses *	**$398,341**	**($96,040)**	**$228,251**

* Net r*evenue includes ($7,009) in the Vehicle Fund*

General Fund	09/30/2017 YTD Actual	2017/18 Budget
Beginning Balance	$881,277	$881,277
*** Increase/Decrease**	$405,349	($93,870)
Ending General Fund Balance (Unaudited)	**$1,286,626**	**$787,407**

Putting People First

NEDSRA

Special Recreation Association

Disbursements

Period Ending 09/30/2017

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 Summary
MB Financial - Operating #4960
September 1, 2017 - September 30, 2017

Check Number	Check Date	Payee		Amount
Vendor Checks				
51553	09/22/17	Alexian Brothers Corporate Health Svcs		69.00
51554	09/22/17	Allied Garage Door Inc.		598.37
51555	09/22/17	Bensenville Chamber of Commerce		87.50
51556	09/22/17	Mueller, Jay		125.00
51557	09/22/17	Park District Risk Management Agency		14,119.73
51558	09/22/17	Pitney Bowes Global Financial Services LLC		478.44
51559	09/22/17	SEASPAR		160.00
51560	09/22/17	TechPro, Inc.		1,068.50
51561	09/29/17	Dimensions in Sound		250.00
51562	09/30/17	Carbonara, Becky		70.60
51563	09/30/17	Martellotta, Susan J		200.00
51564	09/30/17	Muka, Vicky		12.87
51566	09/30/17	Comcast		353.49
51567	09/30/17	ComEd		1,059.61
51568	09/30/17	Great Lakes Coca-Cola Distribution, LLC		10.39
51574	09/30/17	American Litho		2,514.00
51575	09/30/17	Ashley, Lisa		700.00
51576	09/30/17	CR Promotions, Inc.		1,030.00
51577	09/30/17	Konica Minolta Business Solutions, Inc.		266.04
51578	09/30/17	Official Finders		495.00
51579	09/30/17	Robbins Schwartz Nicholas Lifton & Taylor		825.00
51580	09/30/17	Sikich LLP		600.00
51581	09/30/17	Special Unlimited		345.00
51582	09/30/17	TechPro, Inc.		1,068.50
51583	09/30/17	Titan Image Group, Inc.		185.99
51591	09/15/17	Paychex		70.64
090117	09/01/17	Paychex		361.62
090117	09/01/17	Paychex		66.92
090717	09/07/17	Sams Club Direct		289.25
091517	09/15/17	WageWorks		110.00
091517	09/15/17	Paychex		220.09
092017	09/20/17	AFLAC		52.68
092717	09/27/17	Paychex		66.92
092917	09/29/17	Konica Minolta Premier Finance		351.69
092917	09/29/17	Paychex		257.33
093017	09/30/17	NICOR		133.56
9302017	09/30/17	BMO Harris P-Card		17,133.89
			Vendor Check Total	45,807.62
			Check List Total	45,807.62

Check count = 37

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
September 1, 2017 - September 30, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
Vendor Checks					
Alexian Brothers Corporate Health Svcs			09/22/17	51553	69.00
58910	Risk Management	Alexian Brothers Corporate Health Svcs - 631986	69.00		
Allied Garage Door Inc.			09/22/17	51554	598.37
58500	Building Expenses:Facility Maintenance	Allied Garage Door Inc. - 0000096823	598.37		
Bensenville Chamber of Commerce			09/22/17	51555	87.50
56100	Professional Memberships	Bensenville Chamber of Commerce - 5236	87.50		
Mueller, Jay			09/22/17	51556	125.00
54300	Contractual Services	Mueller, Jay	125.00		
Park District Risk Management Agency			09/22/17	51557	14,119.73
51600	Payroll:Health Insurance	Park District Risk Management Agency - 0817139H	14,119.73		
Pitney Bowes Global Financial Services LLC			09/22/17	51558	478.44
54400	Office Maint/Contractual Agree.	Pitney Bowes Global Financial Services LLC - 3101528903	478.44		
SEASPAR			09/22/17	51559	160.00
53600	Admissions & Facility Space	SEASPAR - ITRS Tournament	160.00		
TechPro, Inc.			09/22/17	51560	1,068.50
53900	Professional Consultants	TechPro, Inc. - 241813	168.50		
53900	Professional Consultants	TechPro, Inc. - 241814	900.00		
Dimensions in Sound			09/29/17	51561	250.00
54300	Contractual Services	Dimensions in Sound	250.00		
Carbonara, Becky			09/30/17	51562	70.60
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	Carbonara, Becky	70.60		
Martellotta, Susan J			09/30/17	51563	200.00
10850	Petty Cash	Martellotta, Susan J	200.00		
Muka, Vicky			09/30/17	51564	12.87
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	Muka, Vicky	12.87		
Comcast			09/30/17	51566	353.49
58100	Building Expenses:Telephones/Internet	Comcast	353.49		
ComEd			09/30/17	51567	1,059.61
58200	Building Expenses:Electricity	ComEd	1,059.61		
Great Lakes Coca-Cola Distribution, LLC			09/30/17	51568	10.39
53400	Office Supplies & Duplicating	Great Lakes Coca-Cola Distribution, LLC	10.39		
American Litho			09/30/17	51574	2,514.00
53200	Printing Expenses	American Litho - 252268-01	2,514.00		
Ashley, Lisa			09/30/17	51575	700.00
54300	Contractual Services	Ashley, Lisa - September	700.00		

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
September 1, 2017 - September 30, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
CR Promotions, Inc.			09/30/17	51576	1,030.00
53500	Program Supplies	CR Promotions, Inc. - 10963	1,030.00		
Konica Minolta Business Solutions, Inc.			09/30/17	51577	266.04
54400	Office Maint/Contractual Agree.	Konica Minolta Business Solutions, Inc. - 9003869432	266.04		
Official Finders			09/30/17	51578	495.00
54300	Contractual Services	Official Finders - 5131	495.00		
Robbins Schwartz Nicholas Lifton & Taylor			09/30/17	51579	825.00
53800	Legal Services	Robbins Schwartz Nicholas Lifton & Taylor - 276794	825.00		
Sikich LLP			09/30/17	51580	600.00
53700	Auditor	Sikich LLP - 309882	600.00		
Special Unlimited			09/30/17	51581	345.00
53675	Fund Raising Expenses	Special Unlimited - 24332	345.00		
TechPro, Inc.			09/30/17	51582	1,068.50
53900	Professional Consultants	TechPro, Inc. - 242149	168.50		
53900	Professional Consultants	TechPro, Inc. - 242150	900.00		
Titan Image Group, Inc.			09/30/17	51583	185.99
53675	Fund Raising Expenses	Titan Image Group, Inc. - 53114	185.99		
Paychex			09/15/17	51591	70.64
54000	Payroll Services - Contract	Paychex - 71080	70.64		
Paychex			09/01/17	090117	361.62
54000	Payroll Services - Contract	Paychex - 70060	361.62		
Paychex			09/01/17	090117	66.92
54000	Payroll Services - Contract	Paychex - 70083	66.92		
Sams Club Direct			09/07/17	090717	289.25
53500	Program Supplies	Sams Club Direct - 1397683848	241.17		
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	Sams Club Direct - 1397683848	48.08		
WageWorks			09/15/17	091517	110.00
51600	Payroll:Health Insurance	WageWorks - INV299857	110.00		
Paychex			09/15/17	091517	220.09
54000	Payroll Services - Contract	Paychex - 71054	220.09		
AFLAC			09/20/17	092017	52.68
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC - 083675	52.68		
Paychex			09/27/17	092717	66.92
54000	Payroll Services - Contract	Paychex - 72357	66.92		
Konica Minolta Premier Finance			09/29/17	092917	351.69
54400	Office Maint/Contractual Agree.	Konica Minolta Premier Finance - 339398265	351.69		
Paychex			09/29/17	092917	257.33

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
September 1, 2017 - September 30, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
54000	Payroll Services - Contract	Paychex - 72330	257.33		
NICOR			09/30/17	093017	133.56
58300	Building Expenses:Natural Gas	NICOR	133.56		
BMO Harris P-Card			09/30/17	9302017	17,133.89
53400	Office Supplies & Duplicating	BMO Harris P-Card	310.52		
53500	Program Supplies	BMO Harris P-Card	2,616.46		
53510	Support Staff Supplies	BMO Harris P-Card	474.00		
53600	Admissions & Facility Space	BMO Harris P-Card	985.40		
53650	Program Equipment	BMO Harris P-Card	137.97		
53675	Fund Raising Expenses	BMO Harris P-Card	8,036.03		
55000	Public Relations	BMO Harris P-Card	136.86		
55100	Legal Publications	BMO Harris P-Card	1,401.82		
55200	Subscription & Publication	BMO Harris P-Card	63.30		
56000	Continuing Education	BMO Harris P-Card	794.96		
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	620.34		
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	65.63		
58100	Building Expenses:Telephones/Internet	BMO Harris P-Card	745.60		
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	BMO Harris P-Card	745.00		
			Check List Total		45,807.62

Check count = 37

NEDSRA PCard Detail
PE 09/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
08312017	Amazon.com	Kitchen Supplies	53400	25.24		JAMIE ELAM
09272017	MICHAELS STORES 4802	office supplies	53400	20.99		JAMIE ELAM
09082017	WM SUPERCENTER #5442	Velcro for display board, Tupperware for	53400	30.86		LORI MILLER
08312017	AMAZON MKTPLACE PMTS	Computer Equipment	53400	162.71		SUSAN J MARTELLOTTA
09262017	CDW GOVT #KGT9588	Computer Equipment	53400	70.72	310.52	SUSAN J MARTELLOTTA
09082017	WALGREENS #5468	Program Supplies	53500	12.76		A MAGGIE GOODE
09122017	AMAZON MKTPLACE PMTS	Program Supplies	53500	29.02		A MAGGIE GOODE
08282017	MCDONALD S F6673	Great America Meals	53500	98.38		BETH CORSO
09012017	JIMMY JOHNS - 1759	Staff clean Up Day Lunch	53500	97.99		BETH CORSO
09152017	HOBBY-LOBBY #0237	D93 Art Therapy	53500	27.99		BETH CORSO
09222017	ALDI 40033	Snacks for Bowling Mania and Adaptive Fi	53500	18.03		CARRIE HENRY
09222017	PORTILLOS HOT DOGS #4	Dinner for ppts and staff for Bowl Appetite	53500	55.84		CARRIE HENRY
09262017	CROWN AWARDS INC	Awards for the year for PRO League	53500	989.36		CARRIE HENRY
09262017	CROWN AWARDS INC	Awards for PRO League	53500	8.91		CARRIE HENRY
09012017	FOREST AWARDS AND ENGR	Name plates	53500	19.25		CATHY MARRON
09082017	WAL-MART #5442	Program Supplies	53500	15.46		COLLEEN CLINE
09202017	AMAZON MKTPLACE PMTS	Program Supplies	53500	103.36		COLLEEN CLINE
09212017	PARTY CITY	Program Supplies	53500	111.05		COLLEEN CLINE
09212017	WARNIMONT S HDW AN	Program Supplies	53500	49.66		COLLEEN CLINE
09272017	Etsy.com - IraJoJoBowt	Program Supplies	53500	4.38		COLLEEN CLINE
09272017	WARNIMONT S HDW AN	Program Supplies	53500	3.73		COLLEEN CLINE
09082017	WM SUPERCENTER #5442	Program Supplies	53500	5.96		DEBBI PAWINSKI
09262017	MANNYS ALE HOUSE RESTAURA	Program Supplies	53500	174.60		DEBBI PAWINSKI
09222017	MARIANOS 00085431	Program Supplies	53500	13.03		JACOB BOYKO
08312017	AMAZON MKTPLACE PMTS	Pool School Supplies	53500	41.94		JAMIE ELAM
09072017	#03495 JEWEL	Program Supplies	53500	25.78		JERRY BARTON
08292017	WAL-MART #5442	TREC Supplies	53500	19.09		KRISTEN ROBERTSON
09122017	WM SUPERCENTER #5442	TREC supplies	53500	44.39		KRISTEN ROBERTSON
09212017	JOANN STORES #2048	TREC Supplies	53500	6.60		KRISTEN ROBERTSON
09212017	WAL-MART #5442	TREC supplies	53500	10.90		KRISTEN ROBERTSON
09262017	ROYAL OAK FARM	Trec supplies	53500	32.50		KRISTEN ROBERTSON
09262017	ROYAL OAK FARM	TREC supplies	53500	39.90		KRISTEN ROBERTSON
09272017	ANGELO CAPUTO S FR	TREC Supplies	53500	14.63		KRISTEN ROBERTSON
08302017	WAL-MART #1553	New Releases program snacks	53500	11.34		LORI MILLER
08312017	CHICK-FIL-A #02997	New Releases program lunch	53500	59.50		LORI MILLER
09252017	WM SUPERCENTER #5442	Program Supplies	53500	23.60		MAGGIE RESILLEZ
09182017	PRONTOS	Meals for Soc Connections	53500	51.42		MINDY JACK
09222017	STARDUST BOWL OF A	PPT snacks	53500	22.50		NEDSRA NEDSRA1
08282017	SIX FLAGS GREAT AMERIC	Six Flags Adventure Supplies	53500	50.00		SEAN FRITSCH
08282017	SIX FLAGS GREAT AMERIC	Six Flags Adventure Supplies Refund	53500	(25.00)		SEAN FRITSCH
09072017	WM SUPERCENTER #5442	4H Program Supplies	53500	31.56		SEAN FRITSCH
09252017	CHEESECAKE OAKBROOK	PPT Meals	53500	280.00		SHARON PEARCE
09222017	FIVE BELOW 712	Raffle Basket for Resource Fair	53500	34.00		JAMIE ELAM
09132017	WM SUPERCENTER #1897	Cooking Crew Program Supplies	53500	3.05	2,616.46	NESDRA CAMP 2
09182017	SPECIAL T UNLIMITED	Embroidery for part-time staff backpacks	53510	474.00	474.00	LORI MILLER

NEDSRA PCard Detail
PE 09/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
09222017	STARDUST BOWL OF A	Bowling Fee's for Bowl Appetite	53600	22.50		CARRIE HENRY
09052017	HOBBY-LOBBY #0174	Holiday Party w/Santa Program Supplies	53600	11.92		JAMIE ELAM
09122017	WM SUPERCENTER #5442	Pool School Supplies	53600	3.76		JAMIE ELAM
09132017	MEIJER #198 Q01	Cooking Crew Program Supplies	53600	44.92		JAMIE ELAM
09142017	ALDI 40033	Gold Classic Supplies	53600	5.95		JAMIE ELAM
09212017	ALDI 40033	Cooking Crew Program Supplies	53600	12.69		JAMIE ELAM
09222017	MEIJER #198 Q01	Cooking Crew Program Supplies	53600	30.24		JAMIE ELAM
08282017	PARKINGMETER5 87724279	TREC Admissions	53600	13.00		KRISTEN ROBERTSON
09182017	DAVE & BUSTERS #6	TREC admissions	53600	255.96		KRISTEN ROBERTSON
09192017	GREEN VALLEY GOLF RANG	TREC Admissions	53600	30.25		KRISTEN ROBERTSON
08302017	PICTURE SHOW BLOOMINGD	New Releases program tickets	53600	20.00		LORI MILLER
09072017	CHICAGO FIRE	Tickets to Chicago Fire Game/program	53600	252.00		LORI MILLER
09182017	PUTTING EDGE - NORRIDG	Teen Scene Admissions	53600	75.21		NESDRA CAMP 2
09182017	WOOD DALE BOWL	S.O Bowling Admissions	53600	93.00		ROBERT GRIFFIN
09252017	WOOD DALE BOWL	S.O Bowling Admissions	53600	114.00	985.40	SHARON PEARCE
09272017	AMAZON MKTPLACE PMTS	Rec Equipment - Cameras	53650	137.97	137.97	SEAN FRITSCH
09012017	IMPRESSIONS	Printing of Golf Classic Cards	53675	37.00		LORI MILLER
09082017	BEST BUY MHT 00003046	Golf Classic Raffle Prizes	53675	1,408.95		SEAN TOVEY
09142017	BOSE STORE 469	Golf Classic Raffle Replacement Prize	53675	139.69		SEAN TOVEY
09152017	REI #51 OAKBROOK	Golf Classic Raffle Replacement Prize	53675	399.93		SEAN TOVEY
09012017	SPECIAL T UNLIMITED	GC Supplies	53675	4,758.46		SUSAN J MARTELLOTTA
09012017	SPECIAL T UNLIMITED	GC Supplies	53675	1,292.00	8,036.03	SUSAN J MARTELLOTTA
09072017	ILLINOIS ASSOC OF PARK	Award Application Fee	55000	35.00		LORI MILLER
08292017	ADOBE *CREATIVE CLOUD	Graphics Subscription	55000	31.86		SUSAN J MARTELLOTTA
09052017	CTC*CONSTANTCONTACT.C	Email Marketing	55000	45.00		SUSAN J MARTELLOTTA
09082017	CTC*CONSTANTCONTACT.C	Email Marketing	55000	25.00	136.86	SUSAN J MARTELLOTTA
09082017	SHAW SUBURBAN MEDIA-AD	<Null>	55100	127.68		CATHY MARRON
09262017	INDEED	<Null>	55100	25.14		COLLEEN CLINE
08292017	IPRA	Employment Ad	55100	220.00		SUSAN J MARTELLOTTA
08292017	IPRA	Employment Ad	55100	320.00		SUSAN J MARTELLOTTA
08292017	IPRA	Employment Ad	55100	165.00		SUSAN J MARTELLOTTA
09202017	IPRA	Employment Ad	55100	320.00		SUSAN J MARTELLOTTA
09212017	BOXWOOD TECHNOLOGY	NRPA Employment Ad	55100	224.00	1,401.82	SUSAN J MARTELLOTTA
09012017	FACEBK QSD9ADJSX2	Social Media	55200	27.32		NEDSRA NEDSRA1
09062017	SIGNUPGENIUS.COM	Subscription	55200	24.99		NEDSRA NEDSRA1
09082017	AmazonPrime Membership	Prime Business Membership	55200	10.99	63.30	A MAGGIE GOODE
09082017	SOUTHWES	Conference Airfare	56000	319.96		A MAGGIE GOODE
09082017	HANDLE WITH CARE	Professional Development	56000	450.00		COLLEEN CLINE
09272017	UNITED	NRPA Travel	56000	25.00	794.96	RICK POOLE
09252017	SAMSCLUB 6487 GAS	gas for van	57100	40.84		BETH CORSO
09192017	SAMS CLUB #6487	Vehicle Fuel	57100	74.53		BETH CORSO
09192017	SAMSCLUB 6487 GAS	Vehicle Fuel	57100	50.66		COLLEEN CLINE
09192017	SAMS CLUB #6487	Vehicle Fuel	57100	66.66		JAMIE ELAM
09212017	SAMS CLUB #6487	Vehicle Fuel	57100	53.14		KRISTEN ROBERTSON
09222017	SAMS CLUB #6487	Vehicle Fuel	57100	51.14		KRISTEN ROBERTSON

NEDSRA PCard Detail
PE 09/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
09182017	SHELL OIL 57444165609	Vehicle Fuel	57100	80.17		MINDY JACK
09152017	BP#9425273VILLA PARQPS	Vehicle Fuel	57100	46.48		NESDRA CAMP 2
09262017	SHELL OIL 57444165609	Vehicle Fuel	57100	76.72		SHARON PEARCE
09202017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00		SUSAN J MARTELLOTTA
09222017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00	620.34	SUSAN J MARTELLOTTA
09012017	KRAGE S SERVICE CENTER	Replacement Brake light	57300	38.11		SEAN TOVEY
09132017	LENS ACE HDWE	Van Key Copies	57300	27.52	65.63	SEAN TOVEY
09152017	VZWRLSS*MY VZ VB P	Telephone	58100	745.60	745.60	SUSAN J MARTELLOTTA
09252017	Signs Plus	Minivan Wrapping	61300	745.00	745.00	SEAN TOVEY
	Total			**$ 17,133.89**	**$ 17,133.89**	

Putting People First

NEDSRA

Special Recreation Association

Consolidated Monthly Financial Statements Period Ending 09/30/2017

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 September 30, 2017 and 2016

	September 30, 2017	September 30, 2016	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 114,139.13	$ 74,575.67	$ 39,563.46	53.05%
MB Financial - Payroll #4979	2,863.11	10,335.56	(7,472.45)	-72.30%
Petty Cash	2,825.00	1,575.00	1,250.00	79.37%
Interest Receivable	0.00	61.06	(61.06)	-100.00%
Prepaid Expenses	975.00	0.00	975.00	0.00%
Accounts Receivable	85,805.81	88,061.81	(2,256.00)	-2.56%
MB Financial - MM #9401	935,384.93	748,459.00	186,925.93	24.97%
Maxsafe Wintrust - MM #2599	1,023,776.26	1,023,064.09	712.17	0.07%
Total Assets	$ 2,165,769.24	$ 1,946,132.19	$ 219,637.05	10.59%
Liabilities and Fund Balance				
Accounts Payable	$ 1,793.51	$ 0.00	$ (1,793.51)	0.00%
Due to Members (ADA)	722,626.94	821,888.72	99,261.78	12.08%
Payroll Liabilities	6,818.73	6,306.55	(512.18)	-8.12%
Deferred Income	0.00	1,000.00	1,000.00	100.00%
Gift Certificate Deferred Revenue	0.00	466.00	466.00	100.00%
Vehicle Replacement Fund	99,405.81	147,924.81	48,519.00	32.80%
Working Cash Fund	0.00	41,172.85	41,172.85	100.00%
Capital Improvement Fund	0.00	38,125.71	38,125.71	100.00%
Operations Support	0.00	256,564.70	256,564.70	100.00%
Agency Stability Fund	0.00	174,358.52	174,358.52	100.00%
Inclusion - ADA Fund	0.00	30,000.00	30,000.00	100.00%
S.O. Boosters	12,243.20	10,384.75	(1,858.45)	-17.90%
General Fund Balance	1,322,881.05	417,939.58	(904,941.47)	-216.52%
Total Liabilities and Fund Balance	$ 2,165,769.24	$ 1,946,132.19	$ 219,637.05	11.29%

Northeast DuPage Special Recreation Association
Revenue Over Expenditures
For the 1 Month and 5 Months, Months Ending September 30, 2017

Account #	REVENUE RECAP	Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
41000	Partner Contributions	$ 1,564,086.00	$ 179,378.56	$ 1,085,351.03	$ (478,734.97)	69.39%	$ 960,299.13	$ 125,051.90	11.52%
42000	Fees & Charges	304,357.00	21,401.22	181,716.53	(122,640.47)	59.71%	167,518.05	14,198.48	7.81%
42020	Scholarship/Fee Assistance	0.00	1,833.45	8,211.36	8,211.36	0.00%	12,756.45	(4,545.09)	-55.35%
43000-44000	Fund Development	235,428.00	7,447.52	98,109.53	(137,318.47)	41.67%	127,435.08	(29,325.55)	-29.89%
44210-44230	Booster Club Revenue	3,500.00	65.00	4,042.00	542.00	115.49%	477.00	3,565.00	88.20%
44300	Partner ADA Revenue	0.00	79,269.56	186,409.89	186,409.89	0.00%	169,516.06	16,893.83	9.06%
46000	Miscellaneous Income	3,725.00	0.00	877.07	(2,847.93)	23.55%	4,696.65	(3,819.58)	-435.49%
46400	Park District Portion Income	1,500.00	0.00	1,377.69	(122.31)	91.85%	1,494.09	(116.40)	-8.45%
47000	Interest Earned	2,400.00	198.36	893.52	(1,506.48)	37.23%	1,058.14	(164.62)	-18.42%
Total Revenue		2,114,996.00	289,593.67	1,566,988.62	(548,007.38)	74.09%	1,445,250.65	121,737.97	7.77%

Account #	EXPENDITURE RECAP	Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
51100-51300	Salaries	$ 1,247,933.00	$ 72,736.21	$ 569,961.21	$ (677,971.79)	45.67%	$ 643,549.45	$ (73,588.24)	-12.91%
51400-52400	Insurance/Pension	417,713.00	29,508.08	143,121.96	(274,591.04)	34.26%	160,416.42	(17,294.46)	-12.08%
53000-56200	Operations	385,382.00	28,097.55	174,697.10	(210,684.90)	45.33%	183,971.43	(9,274.33)	-5.31%
57100-57400	Vehicles	35,464.00	822.09	13,088.58	(22,375.42)	36.91%	18,926.82	(5,838.24)	-44.61%
58100-58400	Utilities	55,867.00	1,440.63	16,490.07	(39,376.93)	29.52%	20,943.08	(4,453.01)	-27.00%
58600-58800	Special Projects	31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,623.87	23,887.55	90.10%
58910-58940	Miscellaneous	9,962.00	69.00	4,261.42	(5,700.58)	42.78%	4,168.95	92.47	2.17%
61100-61300	Fund Development	2,000.00	876.55	3,196.84	1,196.84	159.84%	127.43	3,069.41	96.01%
62000-69000	Other	25,000.00	1,833.45	154,837.59	129,837.59	619.35%	193,952.51	(39,114.92)	-25.26%
Total Expenditures		2,211,036.00	135,383.56	1,106,166.19	(1,104,869.81)	50.03%	1,228,679.96	(122,513.77)	0.01%
Net Revenue over Expenditures		$ (96,040.00)	$ 154,210.11	$ 460,822.43	$ 556,862.43		$ 216,570.69	$ 244,251.74	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 5 Months, Months Ending September 30, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	860,669.00	61,956.22	343,855.46	(516,813.54)	39.95%	427,228.47	(83,373.01)	-24.25%
51200	Payroll:Part Time Wages & Salaries	270,264.00	10,779.99	226,105.75	(44,158.25)	83.66%	216,320.98	9,784.77	4.33%
51210	Part Time Wages - Inclusion	117,000.00	0.00	0.00	(117,000.00)	0.00%	0.00	0.00	0.00%
		1,247,933.00	72,736.21	569,961.21	(677,971.79)	45.67%	643,549.45	(73,588.24)	-12.91%
Insurance/Pension									
51400	Payroll:FICA & Medicare	74,789.00	5,333.25	42,898.10	(31,890.90)	57.36%	46,969.06	(4,070.96)	-9.49%
51500	Payroll:IMRF	149,460.00	12,232.26	46,240.92	(103,219.08)	30.94%	44,600.99	1,639.93	3.55%
51600	Payroll:Health Insurance	156,416.00	11,942.57	44,720.89	(111,695.11)	28.59%	58,915.58	(14,194.69)	-31.74%
52000	Workers Compensation	7,247.00	0.00	1,811.76	(5,435.24)	25.00%	2,360.04	(548.28)	-30.26%
52300	Liability Insurance	12,781.00	0.00	3,195.24	(9,585.76)	25.00%	2,968.00	227.24	7.11%
52400	Property Insurance	17,020.00	0.00	4,255.05	(12,764.95)	25.00%	4,602.75	(347.70)	-8.17%
		417,713.00	29,508.08	143,121.96	(274,591.04)	34.26%	160,416.42	(17,294.46)	-12.08%
Operations									
53000	Bank Fees & Charges	3,660.00	282.05	1,513.15	(2,146.85)	41.34%	1,526.58	(13.43)	-0.89%
53010	Credit Card Fees	8,943.00	1,012.44	3,534.42	(5,408.58)	39.52%	3,204.34	330.08	9.34%
53100	Postage Expense	7,000.00	0.00	3,076.53	(3,923.47)	43.95%	3,835.25	(758.72)	-24.66%
53200	Printing Expenses	20,540.00	2,514.00	10,236.63	(10,303.37)	49.84%	7,694.33	2,542.30	24.84%
53300	Meeting Related Expenses	2,725.00	0.00	563.53	(2,161.47)	20.68%	929.76	(366.23)	-64.99%
53400	Office Supplies & Duplicating	8,500.00	320.91	5,083.70	(3,416.30)	59.81%	1,563.67	3,520.03	69.24%
53440	Office Supplies & Duplicating: Miscellaneous	0.00	0.00	0.00	0.00	0.00%	90.00	(90.00)	0.00%
53500	Program Supplies	77,335.00	3,887.63	45,862.84	(31,472.16)	59.30%	45,662.95	199.89	0.44%
53510	Support Staff Supplies	3,360.00	474.00	474.00	(2,886.00)	14.11%	0.00	474.00	100.00%
53520	Inclusion Staff Supplies	460.00	0.00	0.00	(460.00)	0.00%	0.00	0.00	0.00%
53530	HMHB Program Supplies	1,400.00	0.00	0.00	(1,400.00)	0.00%	0.00	0.00	0.00%
53600	Admissions & Facility Space	60,690.00	1,145.40	27,124.74	(33,565.26)	44.69%	23,535.23	3,589.51	13.23%
53630	HMHB Admissions & Facility Space	250.00	0.00	0.00	(250.00)	0.00%	0.00	0.00	0.00%
53650	Program Equipment	7,047.00	137.97	1,139.14	(5,907.86)	16.16%	3,274.43	(2,135.29)	-187.45%
53675	Fund Raising Expenses	26,511.00	8,567.02	14,422.97	(12,088.03)	54.40%	16,559.59	(2,136.62)	-14.81%
53700	Auditor	10,000.00	600.00	9,400.00	(600.00)	94.00%	10,100.00	(700.00)	-7.45%
53800	Legal Services	6,900.00	825.00	1,775.00	(5,125.00)	25.72%	23,391.70	(21,616.70)	-1217.84%
53900	Professional Consultants	17,040.00	2,137.00	7,859.75	(9,180.25)	46.13%	4,250.00	3,609.75	45.93%
54000	Payroll Services - Contract	10,000.00	1,043.52	4,881.97	(5,118.03)	48.82%	4,025.36	856.61	17.55%
54100	Business Services - Contract	24,460.00	0.00	6,910.00	(17,550.00)	28.25%	7,148.00	(238.00)	-3.44%
54300	Contractual Services	35,350.00	1,570.00	14,429.00	(20,921.00)	40.82%	16,533.67	(2,104.67)	-14.59%
54330	HMHB Contractual Services	19,500.00	0.00	3,525.00	(15,975.00)	18.08%	0.00	3,525.00	100.00%
54400	Office Maint/Contractual Agree.	13,679.00	1,096.17	6,813.92	(6,865.08)	49.81%	6,011.55	802.37	11.78%
55000	Public Relations	1,680.00	136.86	397.44	(1,282.56)	23.66%	526.72	(129.28)	-32.53%
55100	Legal Publications	1,310.00	1,401.82	1,462.99	152.99	111.68%	1,157.88	305.11	20.86%
55200	Subscription & Publication	1,049.00	63.30	533.24	(515.76)	50.83%	516.20	17.04	3.20%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 5 Months, Months Ending September 30, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
56000	Continuing Education	11,180.00	794.96	2,729.65	(8,450.35)	24.42%	2,180.22	549.43	20.13%
56100	Professional Memberships	4,313.00	87.50	947.49	(3,365.51)	21.97%	254.00	693.49	73.19%
56200	Statewide Legislative Initiatives	500.00	0.00	0.00	(500.00)	0.00%	0.00	0.00	0.00%
		385,382.00	28,097.55	174,697.10	(210,684.90)	45.33%	183,971.43	(9,274.33)	-5.31%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	18,417.00	620.34	5,025.58	(13,391.42)	27.29%	8,142.85	(3,117.27)	-62.03%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,813.00	136.12	2,397.80	(2,415.20)	49.82%	1,523.98	873.82	36.44%
57300	Vehicle Expenses:Van Repair & Parts	11,834.00	65.63	4,443.20	(7,390.80)	37.55%	6,911.27	(2,468.07)	-55.55%
57400	Vehicle Expenses:Van Rental	400.00	0.00	1,222.00	822.00	305.50%	2,348.72	(1,126.72)	-92.20%
		35,464.00	822.09	13,088.58	(22,375.42)	36.91%	18,926.82	(5,838.24)	-44.61%
Utilities									
58100	Building Expenses:Telephones/Internet	12,000.00	1,099.09	4,896.92	(7,103.08)	40.81%	5,210.61	(313.69)	-6.41%
58200	Building Expenses:Electricity	12,850.00	1,059.61	6,201.22	(6,648.78)	48.26%	6,882.54	(681.32)	-10.99%
58300	Building Expenses:Natural Gas	6,200.00	133.56	1,317.91	(4,882.09)	21.26%	812.05	505.86	38.38%
58400	Building Expenses:Village Water	1,514.00	0.00	510.16	(1,003.84)	33.70%	494.36	15.80	3.10%
58500	Building Expenses:Facility Maintenance	14,223.00	(851.63)	1,798.81	(12,424.19)	12.65%	4,463.29	(2,664.48)	-148.12%
58600	Building Expenses:Office Improvements	9,080.00	0.00	1,765.05	(7,314.95)	19.44%	3,080.23	(1,315.18)	-74.51%
		55,867.00	1,440.63	16,490.07	(39,376.93)	29.52%	20,943.08	(4,453.01)	-27.00%
Special Projects									
58700	Synergy Expenses	31,715.00	0.00	25,771.46	(5,943.54)	81.26%	2,053.87	23,717.59	92.03%
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	739.96	739.96	0.00%	570.00	169.96	22.97%
		31,715.00	0.00	26,511.42	(5,203.58)	83.59%	2,623.87	23,887.55	90.10%
Miscellaneous Expenses									
58910	Risk Management	3,177.00	69.00	2,052.54	(1,124.46)	64.61%	578.42	1,474.12	71.82%
58920	Miscellaneous Expenses:Park District Portion	3,135.00	0.00	1,377.68	(1,757.32)	43.95%	3,134.09	(1,756.41)	-127.49%
58930	Miscellaneous Expenses:Director's Administ. Fund	2,300.00	0.00	388.89	(1,911.11)	16.91%	297.45	91.44	23.51%
58940	Miscellaneous Expenses:Employee Recognition/Relations	1,350.00	0.00	440.31	(909.69)	32.62%	158.99	281.32	63.89%
58950	Miscellaneous Expenses:Reconciliation Discrepancies	0.00	0.00	2.00	2.00	0.00%	0.00	2.00	100.00%
		9,962.00	69.00	4,261.42	(5,700.58)	42.78%	4,168.95	92.47	2.17%
Fund Development Expenses									
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	2,000.00	876.55	3,196.84	1,196.84	159.84%	127.43	3,069.41	96.01%
		2,000.00	876.55	3,196.84	1,196.84	159.84%	127.43	3,069.41	96.01%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 5 Months, Months Ending September 30, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Other Expenses									
65000	Reserve Fund Expenses:Vehicle Replacement	25,000.00	0.00	21,203.00	(3,797.00)	84.81%	0.00	21,203.00	100.00%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	0.00	123,928.33	123,928.33	0.00%	181,196.06	(57,267.73)	-46.21%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	1,833.45	9,706.26	9,706.26	0.00%	12,756.45	(3,050.19)	-31.42%
		25,000.00	1,833.45	154,837.59	129,837.59	619.35%	193,952.51	(39,114.92)	-25.26%
Total Expenditures		2,211,036.00	135,383.56	1,106,166.19	(1,104,869.81)	50.03%	1,228,679.96	(122,513.77)	0.01%

	Budgeted Member Partner Contribution Due 2017/2018	Operation Allocation Received as of 9/30/2017	Balance Due to Operations Allocation 9/30/2017	Percentage of Operations Allocation Collected as of 9/30/2017	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2017/2018	ADA/Access Reserve Paid 2017/2018	Available ADA/Access Reserve Balance
Addison	$274,003.00	$137,001.50	$137,001.50	50.00%	$352,219.28	$0.00	$0.00	$352,219.28
Bensenville	$178,293.00	$89,146.00	$89,147.00	50.00%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$60,844.00	$30,422.00	$30,422.00	50.00%	$0.00	$0.00	$0.00	$0.00
Glendale Heights	$168,450.00	$84,225.00	$84,225.00	50.00%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$87,392.00	$87,392.00	$0.00	100.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$290,004.00	$290,004.00	$0.00	100.00%	$0.00	$186,409.89	$107,140.33	$79,269.56
Medinah	$83,022.00	$68,879.93	$14,142.07	82.97%	$86,734.52	$0.00	$100.00	$86,634.52
Oakbrook Terrace	$65,801.00	$32,900.50	$32,900.50	50.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$87,843.00	$43,921.50	$43,921.50	50.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$135,705.00	$111,172.60	$24,532.40	81.92%	$120,756.42	$0.00	$16,688.00	$104,068.42
Wood Dale	$132,729.00	$66,364.50	$66,364.50	50.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,564,086.00	$1,041,429.53	$522,656.47	66.58%	$722,626.94	$186,409.89	$123,928.33	$785,108.50

Putting People First

NEDSRA

Special Recreation Association

ADDISON			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$352,219.28**
Check #62028	08/01/2017	$137,001.50	$137,001.50			
Totals			**$137,001.50**	**$0.00**	**$0.00**	**$352,219.28**

BENSENVILLE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Check #50340	07/07/2017	$89,146.00	$89,146.00			
Totals			**$89,146.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #16512	07/14/2017	$30,422.00	$30,422.00			
Totals			**$30,422.00**	**$0.00**	**$0.00**	**$0.00**

GLENDALE HEIGHTS			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Ck #192750	08/30/2017	$84,225.00	$84,225.00			
Totals			**$84,225.00**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Ck #54737	06/30/2017	$43,696.00	$43,696.00			
Ck #55056	09/18/2017	$43,696.00	$43,696.00			
Totals			**$87,392.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Deposit	06/29/2017	$253,140.33	$146,000.00	$107,140.33		$107,140.33
ADA Reimbursement	07/07/2017	$107,140.33			$107,140.33	($107,140.33)
ACH Deposit	07/13/2017	$3,919.76	$3,919.76			
ACH Deposit	08/24/2017	$5,630.50	$5,630.50			
ACH Deposit	09/21/2017	$213,723.30	$134,453.74	$79,269.56		$79,269.56
Totals			**$290,004.00**	**$186,409.89**	**$107,140.33**	**$79,269.56**

MEDINAH			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$86,734.52**
ADA Reimbursement	05/31/2017	$100.00			$100.00	($100.00)
Check #25577	07/19/2017	$66,580.72	$66,580.72			
Check #25610	08/22/2017	$1,070.39	$1,070.39			
Check #25654	09/22/2017	$1,228.82	$1,228.82			
Totals			**$68,879.93**	**$0.00**	**$100.00**	**$86,634.52**

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NEDSRA

Special Recreation Association

OAKBROOK TERRACE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #10537	07/07/2017	$32,900.50	$32,900.50			
Totals			**$32,900.50**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Check #62752	07/27/2017	$43,921.50	$43,921.50			
Totals			**$43,921.50**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$120,756.42**
ADA Reimbursement	06/30/2017	$9,673.00			$9,673.00	($9,673.00)
ADA Reimbursement	06/30/2017	$7,015.00			$7,015.00	($7,015.00)
Check #172160	07/03/2017	$111,172.60	$111,172.60			
Totals			**$111,172.60**	**$0.00**	**$16,688.00**	**$104,068.42**

WOOD DALE			Fiscal Year 2017-2018			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$5,539.00**
Ck #81628	06/27/2017	$66,364.50	$66,364.50			
Totals			**$66,364.50**	**$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: November 1, 2017

To: Board of Trustees

From: Rick Poole, Executive Director

Re: Agency Report

Directors Report

State Grant

Staff continues to prepare for the grant monitor review to be conducted by the State of Illinois on Monday, November 6 at the NEDSRA offices. The grants reviewed are from 2011, 2013 and 2015 and includes invoices and checks in the amount of $700,000. Staff has been asked to set aside 6 hours for the review.

On October 22 staff received a phone call informing NEDSRA that our 2017 grant is in process. We have been told to expect an email in the next couple of weeks with instructions on how to proceed. This grant is expected to be in excess of $240,000.

Budget 2017/2018

The process for the 2017/2018 budget has begun. Staff is again planning on presenting preliminary budget at the March Board meeting with the final budget presentation in April.

Building Repairs

Staff has discovered a serious leak in the basement of the NEDSRA offices. When it rains a large amount of water enters the basement. Currently staff is collecting the water in cans to avoid damage of equipment and supplies. We have scheduled two contractors to review and quote us on the repairs that will be required.

The kitchen project will begin over the next several weeks. These improvements include patching, painting, ceiling tile replacement and equipment replacement. Upon completion, the room will be much more conducive for program use.

Recreation Report

Special Olympics

NESDRA participant Ray Strzewski has been selected to represent Special Olympics Team Illinois in Powerlifting at the 2018 USA Games in Seattle, Washington next summer. Ray was nominated for the team by Coordinator Tovey. NEDSRA is providing additional training sessions for Ray in preparation for next summer's competition.

Programing

The Homecoming Dance took place on September 29 for close to 100 participants from a total of five special recreation associations. The Lombard Kiwanis Club sponsored the event in the amount of

$500 and three volunteers attend the event. Thirteen Glenbard East High School Key Club members also volunteered.

The bubble tube, purchased through the DuPage Community Foundation Stelzner/Krafft Grant, is scheduled to arrive in December with a sensory room Grand Re-Opening tentatively planned for January 2018.

TREC plans to offer a fourth day (Thursday) of programming this winter. There are nine interested participants and Coordinator Goode is actively advertising and interviewing for support staff. Once staff are in place, Thursday TREC will begin.

Synergy set a date of December 2 to host a home basketball tournament at West Chicago High School. Coordinator Stubbeman plans to have three teams for both the prep and ten-foot divisions.

New Staff

Tessa Longo joined NEDSRA on October 23 as our newest Recreation Specialist. Tessa will primarily lead programs and oversee sensory room programming. Tessa worked part-time for NEDSRA this past summer, mainly assisting with inclusion. She is a graduate of Benedictine University in Springfield and for the past four years has worked as a para-professional for school District U-46 in Elgin.

Other Announcements

"Orientation to NEDSRA" for recently hired Member Partner staff will be held Tuesday, November 21 from 2:00 – 3:00 pm at NEDSRA. To RSVP, please contact Lori Miller, Recreation Manager, at 630-576-4034 or *lmiller@nedsra.org*.

Fund Development

The Golf Classic Event in September has brought in a net of over $61,000 this year; in part due to the $20,000 support from the Roesch family.

The Booster Club Supporting NEDSRA Special Olympics Sports conducted their first fundraiser event, Soups & Songs, at the Villa Park VFW on October 7. Nearly 100 supporters attended and the Booster Club raised over $3,200 to support NEDSRA athletes. All the soups were donated from seven area restaurants, as were all raffle prize baskets valued at no less than $200. The live band also donated their time. The Booster's plan on building on this success next October.

Memorandum

To: NEDSRA Board of Trustees

From: Rick Poole, Executive Director

Date: November 9, 2017

Re: **NEDSRA 2018 Board Calendar**

In keeping with Section 2.02(a) of the Open Meetings Act, 5 ILCS 120, the NEDSRA Board of Trustees shall give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and state the regular dates, times and places of such meetings, attached is the proposed 2018 Board of Trustees calendar. Please review the information for possible conflicts or necessary changes.

Suggested Motion

I move to adopt the suggested 2018 Board of Trustees Meeting Schedule and give public notice pursuant to Section 2.02(a) of the Open Meetings Act.

Proposed Schedule

Northeast DuPage Special Recreation Association

2018 Board of Trustees Meeting Schedule

In accordance with the Illinois Open Meetings Act, Section 2.02, the following is a list of the regularly scheduled Board of Trustees meetings for the 2018 calendar year. All meetings are held at Northeast DuPage Special Recreation Association office, 1770 W. Centennial Place – Board Room, Addison, Illinois at 1:30 p.m., unless otherwise noted.

Wednesday, February 7, 2018	Board of Trustees Meeting
Wednesday, March 7, 2018	Board of Trustees Meeting
Wednesday, April 4, 2018	Board of Trustees Meeting
Wednesday, May 2, 2018	Board of Trustees Meeting
Wednesday, June 13, 2018	Board of Trustees Meeting
Wednesday, September 5, 2018	Board of Trustees Meeting
Wednesday, November 7, 2018	Board of Trustees Meeting

The December 2018 Board of Trustees Meeting will be held at *To Be Determined* at 4:00 p.m.

Thursday, December 6, 2018	Board of Trustees Meeting

Memo

Date: November 1, 2017

To: NEDSRA Board of Trustees

From: Rick Poole, Executive Director

Re: Health Insurance 2018

Annually the NEDSRA trustees review and approve health insurance expenses at the November meeting in preparation for the open enrollment period.

NEDSRA continues to use the PDRMA Health program. In 2017/18 both HMO and PPO HRA options were offered with 10 employees currently participating. One employee chose the opt. out and per policy receives $2,000 per year. NEDSRA also offers dental, EAP and life insurance at 1.5x salary. Vision coverage is at 50% of the employee cost. Expenses for these benefits in 2017/18 is expected to be $157,220 (Budget is $156.416).

Staff is recommending no changes to the employee share.

Employee Contribution	Proposed January 2018
PPO Employee	12%
PPO Employee + Child	15%
PPO Employee + Spouse	18%
PPO Family	24%
HMO Employee	12%
HMO Employee + Child	14%
HMO Employee + Spouse	15%
HMO Family	17%

With these offerings, total health benefits expenses are expected to be $165,771 in 2018/2019. This is a 5% increase over the anticipated 2017/18 expense. This increase is due to changes in staff demographics.

Benefit	Expense
Health Insurance*	$153,698
Dental*	$6,052
EAP/Life/FSA Fee	$3,069
Vision $400	$1,352
Opt Out	$1,600
Total	$165,771
*Includes projected 5% rate increase for 2018.	

Suggested Motion

I move to approve NEDSRA Health plan offerings by PDRMA Health for 2018 to include a PPO $1,500 Deductible /$1,250 HRA and HMO with employee rates as presented.

Memo

Date: November 1, 2017

To: NEDSRA Board of Trustees

From: Rick Poole, Executive Director

Re: Business Services Agreement

NEDSRA continues to seek qualified candidates for the newly created Business Manager position. As we continue to seek qualified candidates, our business service needs have grown as current staff has begun their new responsibilities.

Staff met with representatives from Lauterbach & Amen (L & A) to see what additional tasks they could perform as we seek to fill the open position. Attached is the proposal from L & A to perform business services for NEDSRA. The services proposed include all the expected Business Manager responsibilities except for staff supervision. They would also attend Board meetings and staff meetings as requested. The cost of this service is well below the expected budgeted cost for a full-time Business Manager of $53,630 plus benefits. In addition it includes a 60-day termination notice in the event we find a qualified candidate.

Staff feels this is a cost-effective way to fill our business needs as we seek qualified candidates. If our evaluation of them in this role is positive, as well as beneficial to the agency, we may consider this as a permanent solution into next year.

Suggested Motion

Motion to approve the 3-year agreement with Lauterbach & Amen to provide Business Manager services to NEDSRA in the amount of $55,000 for the first year beginning November 1, 2017.

Lauterbach & Amen, LLP
CERTIFIED PUBLIC ACCOUNTANTS
668 N. RIVER ROAD • NAPERVILLE, ILLINOIS 60563
PHONE 630.393.1483 • FAX 630.393.2516
www.lauterbachamen.com

October 20, 2017

The Northeast DuPage Special Recreation Association
1770 W. Centennial Place
Addison, Illinois 60101

We are pleased to confirm our understanding of the amended services we are to provide for the Northeast DuPage Special Recreation Association (NEDSRA).

It is our understanding that Lauterbach & Amen, LLP will be providing accounting assistance to NEDSRA. Such accounting assistance to fulfill the business manager job posting. We will serve as a member of the Management Team and Safety Team and fill the responsibilities noted in the job listing. We will, when necessary, recruit, hire and train new staff and will serve as liaison to agency contractual employees, oversee financial functions, monitor best practices for cash management, maintain agency asset tagging, prepare W2s, prepare1099's. oversee RFP process for required purchases, preparation of annual budget, etc.

Such assistance will be billed on a monthly basis as described in the table below.

Business Manager Services	
	Annual Cost
November 1, 2017 - October 31, 2018	$ 55,000
November 1, 2018 - October 31, 2019	$ 56,375
November 1, 2019 - October 31, 2020	$ 57,785

If for any reason this arrangement becomes unacceptable, it can be terminated by either party with sixty (60) days written notice. These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

Please indicate your acceptance of the above understanding by signing below. A copy is enclosed for your records. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Northeast DuPage Special Recreation Association:

Accepted by: _____

Title: _____