Putting People First

NEDSRA

Special Recreation Association

Board Packet

Wednesday, April 5, 2017
NEDSRA Administrative Office
1770 W. 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

Northeast DuPage Special Recreation Association

Board of Trustees Meeting

Wednesday, April 5, 2017, at 1:30 p.m.

1770 W. Centennial Place, Addison, IL 60101

AGENDA

1. **Call to Order, Roll Call 1:30 p.m.** — **Chairman Leno**

2. **Introduction of Guests and Staff** — **Chairman Leno**

3. **Public Comments** — **Chairman Leno**
   a. For matters not on the Agenda. Limited to one 3-minute comment per person. Maximum 15 minutes.

4. **Approval of Meeting Minutes** — **Chairman Leno**
   a. Approval of Board of Trustees Regular Meeting Minutes – March 1, 2017 — **Voice Vote**

5. **Comments and Communications** — **Chairman Leno**
   a. Letter from Mr. & Mrs. Zielske
   b. Email from Trustee Fallon
   c. NEDSRA Personnel Committee Meeting Minutes – December 8, 2016
   d. NEDSRA Personnel Committee Meeting Minutes – February 22, 2017
   e. Memo Reach for the Stars Event

6. **Consent Agenda – Approval of Financials for Period Ending February 28, 2017** — **Chairman Leno**
   a. Ratify NEDSRA Disbursements for period ending February 28, 2017 — **Roll Call Vote**
   b. Ratify NEDSRA Financial Statement for period ending February 28, 2017

7. **Chairman of the Board Comments** — **Chairman Leno**

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

9. **Unfinished Business** — **Chairman Leno**
   a. Approval of NEDSRA's Personnel Policy — **Roll Call Vote**
   b. Approval of 2017/2018 Budget (Previously sent)

10. **New Business** — **Chairman Leno**

11. **Board of Trustees' Comments** — **Chairman Leno**

12. **Next Regular Meeting Date – Wednesday, May 10, 2017, at 1:30 p.m.** — **Chairman Leno**
    at NEDSRA's Administrative Offices

13. **Adjournment**

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, Paul Fasano at 630.620.4500 promptly to allow the Association to make reasonable accommodations.

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

BOARD OF TRUSTEES REGULAR MEETING MINUTES

Wednesday, March 1, 2017

1. **Call to Order** Chairman Leno called the meeting to order at 1:34 p.m. at NEDSRA's Administrative Office, 1770 W. Centennial Place, Addison, Illinois.

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

Members Present:
Joe Vallez, Bensenville Park District (departed at 3:40 p.m.)
Tim White, Butterfield Park District
Keith Knautz, Village of Glendale Heights
Paul Friedrichs, Lombard Park District
Bruce Baum, Medinah Park District
Cathy Fallon, Oakbrook Terrace Park District
Matt Ellmann, Wood Dale Park District
Geri Estvanik, Addison Park District
Maryfran Leno, Itasca Park District

Members Absent:
John Bealer, Village of Schiller Park
Greg Gola, Village of Villa Park

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

3. **Introduction of Guests and Staff**
Chairman Leno welcomed Tim White, Superintendent of Parks and Facilities for Butterfield Park District.

4. **Public Comments**
Chairman Leno noted there were no public comments.

5. **Approval of Meeting Minutes – February 1, 2017**
Chairman Leno requested a motion for approval of the Board of Trustees regular meeting minutes of February 1, 2017. Trustee Ellmann moved to approve the minutes of the Board of Trustees regular meeting of February 1, 2017, as presented. Trustee Friedrichs seconded the motion. There being no discussion, motion passed unanimously on a voice vote with 9 ayes and no nays.

6. **Comments and Communications**
Director Poole announced that the three 40-year NEDSRA participants, Andy Cole, Brendan McArdle and Mary Knoll, were featured in brochures to celebrate NEDSRA's 40th anniversary.

Superintendent Barton communicated that NEDSRA's Track & Field Meet is Saturday, May 20, and distributed "Save the Date" cards. He announced opening ceremonies were at 9:00 a.m. and invited everyone to attend.

7. **Ratify NEDSRA Financials for Period Ending January 31, 2017**
Chairman Leno asked for a motion to ratify NEDSRA's Disbursements and Financial Statements for the period ending January 31, 2017. Trustee Knautz moved to ratify NEDSRA's Disbursements and Financial Statements as presented. Trustee Friedrichs seconded the motion. Chairman Leno asked if there were any questions, comments or corrections. There being no questions or comments, the motion passed on a roll call vote – Voting Aye: Trustee Estvanik, Addison Park District, Trustee Vallez, Bensenville Park District, Trustee White, Butterfield Park District, Trustee Knautz, Village of Glendale Heights, Trustee Friedrichs, Lombard Park District, Trustee Baum, Medinah Park District, Trustee Fallon, Oakbrook Terrace Park District, Trustee Ellmann, Wood Dale Park District, and Chairman Leno, Itasca Park District.

7. Ratify NEDSRA Financials for Period Ending January 31, 2017: Continued

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

8. Chairman of the Board Comments

Chairman Leno announced that Trustee Gola's father recently passed away and offered condolences to him and his family and confirmed a condolence gift was sent.

9. Agency Report

a. State Grant Update

Director Poole reminded Board members that NEDSRA received the check from the State for the recent grant.

b. Part-time Marketing Position

Director Poole updated Board members that the part-time marketing position was posted on the IPRA website and he received some interest, but asked if any members were interested in sharing this position to let him know.

c. Upcoming Events

Director Poole highlighted some of the upcoming events and fundraisers such as; the BBQ Bash and Bags Tournament, Golf Marathon 100-Hole Challenge and Reach for the Stars.

d. Recreation Department Updates

Superintendent Barton reviewed the Healthy Minds/Healthy Bodies program information, as requested by the Board.

Superintendent Barton reported on inclusions through December 31, which included providing services to 48 separate individuals in 72 different park district and village programs. He also highlighted some of NEDSRA's more recent programs. Superintendent Barton thanked Addison Park District for use of its pool for NEDSRA's pool school program.

Trustee Knautz had some questions regarding Healthy Minds/Healthy Bodies and how NEDSRA is monitoring this program. A brief discussion followed, with Superintendent Barton answering several questions.

Chairman Leno requested an update on the Jeena Greenwalt Scholarship Award and the amount of the fund balance. Director Poole stated information regarding the award was included in the spring brochure and they would look into the fund balance and report to the Board.

10. Unfinished Business

a. Review and Approval of NEDSRA's Personnel Policy

Director Poole thanked the personnel committee, Trustees Knautz, Fallon and Gola, along with Chairman Leno for all the time they spent on this monumental task. Director Poole highlighted some of the recommended changes, both by the committee and the attorney. Chairman Leno explained changes to the nepotism portion of the Policy. Trustee Ellmann inquired about staff longevity and staff awards. Discussion followed, with Board members making several changes to the Policy and direction for staff to send back to the attorney for review with their changes.

Director Poole presented the committee's three options for employee vacation accrual as outlined in his memo. He stated the committee was unable to reach a consensus and he was looking to the Board for direction. After some discussion, Chairman Leno asked for a consensus from Board members and the majority chose option 2.

Chairman Leno asked for a motion approving NEDSRA's Personnel Policy, with the recommended changes. Trustee Knautz moved to approve NEDSRA's Personnel Policy, with the recommended changes. Trustee Friedrichs seconded the motion. On a voice vote, the motion passed unanimously with 9 ayes and no nays.

Chairman Leno called for a recess at 2:31 p.m. The meeting resumed at 2:35 p.m.

11. New Business

a. Budget Workshop

Director Poole presented his PowerPoint on the 2017-18 Budget, which depicted a five-year history and the challenges for producing a balanced budget. He explained that over the last five years, expenses were reduced by 18.9%, staffing positions were cut and member partner contributions decreased. Director Poole illustrated that inclusion services saw a significant increase to the budget of 198.3% over the same period. Director Poole stated if the trend continues in inclusion services a more serious review by Board members for future funding would be needed.

Director Poole continued with other alternatives for savings or changes to legacy programs, Healthy Minds/Healthy Bodies and Synergy, making cuts to employee continuing education, IT improvements and other areas. Trustee White said his understanding was that some of the grant money NEDSRA receives was to include money specifically for veterans and wheelchair sports programs. Discussion followed including updating metrics for specific programs and allocation of grant money. Director Poole reiterated these were not staff's recommendations, but were presented to show where further cuts would come from in order to achieve a balanced budget, as directed by the Board. Director Poole communicated that even with the cuts there would still be a deficit, so further cuts would come from staffing. In addition, the budget did not include any capitals. Director Poole explained that last year the Board put in place a fund balance policy, which requires a three-month fund balance of approximately $550,000 and currently there is a small surplus. At this time, he is looking for direction from the Board.

Chairman Leno asked about inclusion services and the amount being budgeted, since there was a big increase. Director Poole expressed that staff wanted time to review this area and the costs before recommendations were made. Chairman Leno recommended that a small committee be formed to work with staff and make a recommendation to the Board within the first six months of the next fiscal year, since funding ties into the Articles of Agreement.

Trustee Vallez departed at 3:40 p.m.

Director Poole reiterated that he could present a balanced budget and he was outlining what the extremes would be, including cutting staff. Board members discussed whether there should be a balanced budget this year or drawing from the fund balance and then requiring a balanced budget next year. Trustee Ellmann felt that staff could do more trimming, but recommended no cuts to Healthy Minds/Healthy Bodies and Synergy. Trustee Fallon asked if NEDSRA had a capital improvement plan. Discussion followed with Chairman Leno recommending that $5,000 to $10,000 be built into the budget for capital improvements.

Chairman Leno stated the consensus of the Board was for staff to work with the approximate deficit, but they wanted more tightening before the budget is presented at the next meeting. Chairman Leno directed staff to provide Board members with a copy of the budget by March 27.

12. Board of Trustees Comments

Trustee Ellmann announced that they have new phone numbers and he will provide his direct line. NEDSRA staff will update list and forward new list to Board members.

13. Next Regular Meeting

Chairman Leno reminded Board members the next regular meeting of the Board of Trustees is Wednesday, April 5, 2017, at 1:30 p.m. at NEDSRA's Administrative office.

16. Adjournment:

Chairman Leno stated there was no further business before the Board of Trustees and requested a motion to adjourn. Trustee Baum moved to adjourn the meeting at 4:03 p.m. Trustee Knautz seconded the motion. The motion passed unanimously on a voice vote with 8 ayes, no nays.

Respectfully submitted,

Cathy Ann Marron, Recording Secretary

Maryfran Leno, Chairman

Bruce Baum, Secretary

Feb. 17, 2017

NEDSRA staff
1770 W. Centennial Place
Addison, IL. 60101

attention: Carrie Henry, CPRP

to the NEDSRA staff:

Thank you - one and all - for the encouragement, support and enjoyment that our son, Timothy, has received from you over the past 40 years. Activities with NEDSRA have always meant a lot to him. Tim's life would have been so different without you.

Tim now resides at Clearbrook Commons, Rolling Meadows, with many other disabled adults in need of care and supervision. He will no longer be a participant in NEDSRA's activities, and will miss you.

Blessings to all,

yours truly

Mr. & Mrs. Wm. Ziebka

From: Cathy Fallon [mailto:cathy@obtpd.org]
Sent: Wednesday, March 22, 2017 3:10 PM
To: Rick Poole
Subject: Thank you

Rick,
Thank you to you, the board and staff for the very thoughtful gift!
I appreciate the well wishes.
Cathy

Get Outlook for Android

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

BOARD OF TRUSTEES PERSONNEL COMMITTEE MEETING MINUTES

Thursday, December 8, 2016
Oakbrook Terrace Park District, 2:30 PM

Members Present: Keith Knautz, Village of Glendale Heights
Cathy Fallon, Oakbrook Terrace Park District
Greg Gola, Village of Villa Park
Rick Poole, Executive Director
Sue Martellotta, Administrative Services Manager

At the November 9, 2016 regular Board of Trustees meeting, Chairman Leno appointed a Personnel Committee to review staff's revisions and recommendations to the NEDSRA Personnel Policies.

The initial meeting was held with the full committee present.

There were grammatical issues noted and discussion of consolidating lengthy descriptions in the policy. Classification updates for employees were noted and outdated terms were eliminated. The committee agreed that the attorney should review the section on the Fair Labor and Standards Act for compliance.

The committee agreed to discontinue the added Accidental Death and Dismemberment insurance that was taken out on each full-time employee at the expense of the employee. This was discontinued because with the enrollment into IMRF, the added insurance was not necessary as IMRF provides such coverage.

Sick time maximum was allowed to remain at 60 days, with any days earned over that going into an IMRF sick day bank to apply to service credit upon retirement. The term Discretionary Day was updated to Personal Day, still allowing three per year.

The bulk of time was discussion on vacation, sick and personal time. Staff proposed that the maximum vacation days an employee could have in their bank would be 1.5 times their annual accrual amount. This lead to much debate on such items as the definition of accrual, carry-over amounts and in what means vacation time is earned. It was agreed to propose that the maximum any staff may have in their vacation bank is 24 days.

Sue Martellotta was directed to make the changes, recommendations and additions, tracking changes in the document, for review by the committee.

Respectfully submitted,

Susan J Martellotta, Administrative Services Manager

Rick Poole, Executive Director

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

BOARD OF TRUSTEES PERSONNEL COMMITTEE MEETING MINUTES

Wednesday, February 22, 2017
NEDSRA Office, 12:00 PM

Members Present:
Maryfran Leno, Itasca Park District
Greg Gola, Village of Villa Park
Sue Martellotta, Administrative Services Manager
Keith Knautz, Village of Glendale Heights
Rick Poole, Executive Director
Jerry Barton, Superintendent of Recreation
Absent: Cathy Fallon, Oakbrook Terrace Park District

NEDSRA Board Chair Leno attended the second meeting of the Personnel Committee, as well as NEDSRA Superintendent of Recreation Barton.

After reviewing the policy draft from the first meeting, the committee discussed further input from Chairman Leno and Superintendent Barton and reviewed additional items.

Among the substantive items discussed were the "Addition of Temporary Duties" salary increase, an update of employee classifications, compensation of full-time, exempt employees for overnight events, clarification of the internal complaint procedure, reemployment, nepotism (noted that it was previously too restrictive), employee recognition policy, employee discounts for programs and the allowable travel expenses so as to comply with the recently passed Government Travel Expense Control Act.

The majority of discussion was on vacation time earnings and maximums. The committee put together three options to bring to the NEDSRA Board of Trustees at the March 1, 2017 meeting as follows:

***Option 1**: Set the maximum amount of vacation bank to 24 days for all vacation-eligible employees. This corresponds to the NEDSRA highest yearly earning rate and would be uniform for all employees no matter their individual earning rate or length of service.*

***Option 2:** Set the maximum vacation bank amount at the individual employees annual earning rate. For example, a first through third year employee could only accumulate a maximum of 12 days in their bank. A seventh year employee would only accumulate a maximum of 18 days in the vacation bank. The maximum for a long term employee would be 25 vacation days in their bank.*

***Option 3:** Set the maximum vacation bank at 1.5 times the employee annual earning rate. For example, a first through third year employee could accumulate up to an 18-day vacation bank. A seventh year employee would accumulate up to 24 days in his vacation bank. An employee earning 24 vacation days per year would be able to have a maximum vacation bank of 36 days in their bank.*

Upon termination of employment, an employee would be paid out the amount earned in their vacation bank at the last date of employment.

Respectfully submitted,

Susan J Martellotta, Administrative Services Manager

Rick Poole, Executive Director

Putting People First

NEDSRA

Special Recreation Association

TO: **NEDSRA Board of Trustees**
FROM: **Lori Miller, Jerry Barton**
DATE: **April 5, 2017**
RE: **40th Anniversary Celebration at Reach for the Stars Event**

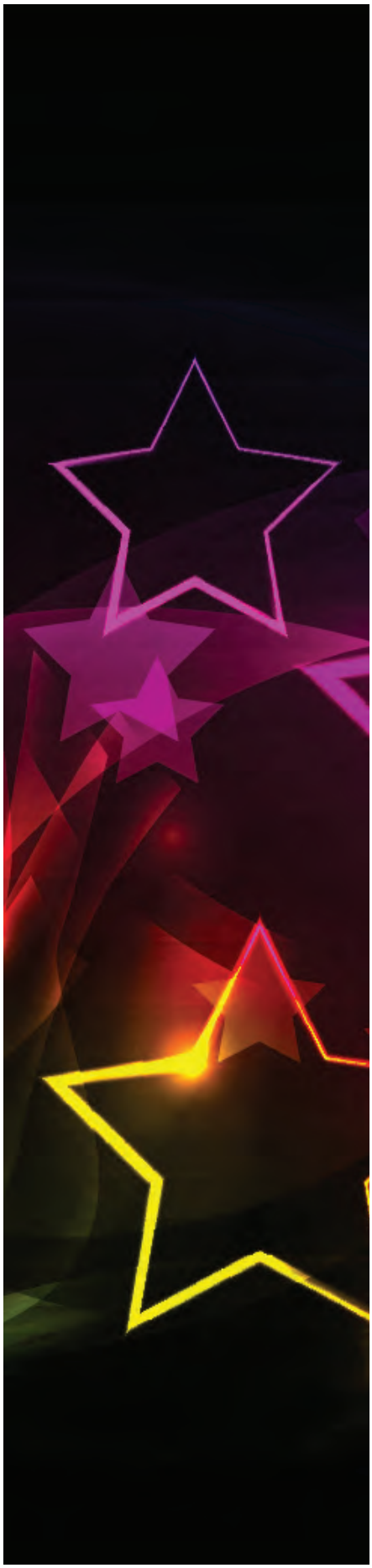
NEDSRA's "40th Anniversary Celebration at Reach for the Stars" awards and recognition event will be held on **Wednesday, June 7,** at Medinah Shrine Center in Addison. This is our opportunity to thank and recognize our Board of Trustees, donors, legislators, corporate supporters, volunteers, and staff from NEDSRA and our member partner districts.

As in years past, your role in coordinating your district's or village's attendance at this event is very important. Your agency's presence provides a strong show of support not only for NEDSRA, but for all the participants from your communities!

We urge you to extend an invitation to your board members, spouses and staff, to ensure your district or village continues to be well represented. If you would like us to coordinate your attendance with someone in your office, or if you have questions, please contact Lori Miller at 630-576-4034 or lmiller@nedsra.org.

We expect more than 350 guests to attend this year. To help us greet and seat your guests appropriately, please return the attached **RSVP to NEDSRA by Friday, May 26.**

Thank you and we look forward to seeing you on June 7!



Putting People First

NEDSRA

Special Recreation Association

Reach for the Stars

Wednesday, June 7, 2017
Medinah Shrine Center, Addison

Member Partner RSVP

Please print the names of everyone attending from your agency and return this form to:
Attn: Lori Miller at NEDSRA via fax 630-620-4598 or email to lmiller@nedsra.org by Friday, May 26.

District or Village name: _____

Contact Name:_____

Contact Phone: _____ E-mail: _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Guest Name _____

Guest Name _____ Total number of guests _____ @ $25

Total amount enclosed $_____

Guest Name _____

Please seat us with _____

☐ Check this box if a sign language interpreter is needed.

☐ Check this box if wheelchair seating is required for (name) _____

Putting People First
NEDSRA
Special Recreation Association

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: April 5, 2017
Re: Financial Statements for Period Ending 02/28/2017

There are two PDRMA payments due to timing and the short February month. Other noteworthy disbursements on the check list include ADA project payments to Butterfield Park District and Village of Villa Park from the ADA funds. The payment to Robbins Schwartz Nicholas Lifton & Taylor includes legal service on the Personnel Policies.

Receipt of the $243,800 Illinois DCEO Grant bring the net position into a positive. The chart below excludes the ADA revenue and ADA reimbursement expense.

Projected year-end overall expected to come in at budget.

	02/28/2017 YTD Actual	2016/17 Budget	02/28/2016 YTD Actual
Revenue	$2,242,977	$2,103,001	$1,941,575
Expenses	$1,777,588	$2,212,511	$2,605,793
Net Revenue/Expenses *	**$465,389**	**($109,510)**	**($664,217)**

** Revenue includes $15,070 Vehicle Fund Revenue*

General Fund	02/28/2017 YTD Actual	2016/17 Budget
Beginning Balance	$741,590	$741,590
*** Increase/Decrease**	$450,319	($48,015)
Ending General Fund Balance (Unaudited)	**$1,191,909**	**$693,080**

February 2017 Disbursements

Total: $135,139.07

Northeast DuPage Special Recreation Association

Check List Summary

MB Financial - Operating #4960

February 1, 2017 - February 28, 2017

Check Number	Check Date	Payee		Amount
Vendor Checks				
51291	02/15/17	Cline, Colleen		120.00
51293	02/22/17	Alexian Brothers Corporate Health Svcs		69.00
51294	02/22/17	Basith, Mohammed		63.00
51295	02/22/17	K L Electric Co., Inc		1,000.00
51296	02/22/17	Lauterbach & Amen, LLP		1,762.00
51297	02/22/17	Park District Risk Management Agency		13,810.90
51298	02/22/17	USPS Postage Due		100.00
51299	02/28/17	Addison, Village of		80.00
51300	02/28/17	EASYPERMIT Postage		450.00
51301	02/28/17	TechPro, Inc.		1,034.75
51302	02/28/17	Park District Risk Management Agency		55.00
51303	02/28/17	Butterfield Park District		41,050.29
51304	02/28/17	Illinois Department of Employment Security		871.00
51305	02/28/17	Morong, Dawn		60.00
51306	02/28/17	Villa Park, Village of		26,866.00
51309	02/28/17	Addison Park District		554.64
51310	02/28/17	Addison, Village of		194.96
51311	02/28/17	Allen-Sebok, Donna		1,175.00
51312	02/28/17	American Litho		2,707.00
51313	02/28/17	Andrews, Caryn		1,820.58
51314	02/28/17	AT&T		111.70
51315	02/28/17	Brunswick Zone-Glendale Hgts		338.02
51316	02/28/17	Comcast		334.99
51317	02/28/17	ComEd		1,077.03
51318	02/28/17	Iqbal Ahmad		40.00
51319	02/28/17	Konica Minolta Business Solutions, Inc.		598.49
51320	02/28/17	Lauterbach & Amen, LLP		1,362.00
51321	02/28/17	Mueller, Jay		100.00
51322	02/28/17	NICOR		1,074.37
51323	02/28/17	Park District Risk Management Agency		14,113.99
51324	02/28/17	Pechar, Kim		202.50
51325	02/28/17	Robbins Schwartz Nicholas Lifton & Taylor		3,825.00
51326	02/28/17	Ron Rhodes		135.00
51327	02/28/17	Solid Impressions		512.01
51328	02/28/17	Warehouse Direct Workplace Solutions		896.64
51330	02/28/17	Allen-Sebok, Donna		1,175.00
51331	02/28/17	Andrews, Caryn		1,820.58
51332	02/28/17	Ashley, Lisa		360.00
020317	02/03/17	Mutual of Omaha		205.13
020317	02/03/17	Paychex		349.91
020317	02/03/17	Konica Minolta Premier Finance		35.17
021017	02/10/17	Sams Club Direct		342.87
021017	02/10/17	AFLAC		52.68
021717	02/17/17	WageWorks		116.00
021717	02/17/17	Paychex		371.51
02012017	02/03/17	BMO Harris P-Card		11,744.36
			Vendor Check Total	135,139.07
			Check List Total	135,139.07

Check count = 46

Northeast DuPage Special Recreation Association

Check List Detail

MB Financial - Operating #4960

February 1, 2017 - February 28, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
Vendor Checks					
Cline, Colleen			02/15/17	51291	120.00
53500	Program Supplies	Cline, Colleen-PPT Lunches	120.00		
Alexian Brothers Corporate Health Svcs			02/22/17	51293	69.00
58910	Safety/Loss Prevention	Alexian Brothers Corporate Health Svcs #619335	69.00		
Basith, Mohammed			02/22/17	51294	63.00
42000	Fees & Charges	Basith, Mohammed	63.00		
K L Electric Co., Inc			02/22/17	51295	1,000.00
58500	Building Expenses:Facility Maintenance	K L Electric Co., Inc - Kitchen Electrical Repair	1,000.00		
Lauterbach & Amen, LLP			02/22/17	51296	1,762.00
54100	Business Services - Contract	Lauterbach & Amen, LLP	1,762.00		
Park District Risk Management Agency			02/22/17	51297	13,810.90
51600	Payroll:Health Insurance	Park District Risk Management Agency	13,810.90		
USPS Postage Due			02/22/17	51298	100.00
53100	Postage Expense	USPS Postage Due - Account #2434639	100.00		
Addison, Village of			02/28/17	51299	80.00
58500	Building Expenses:Facility Maintenance	Addison, Village of - Elevator Inspection	40.00		
58920	Miscellaneous Expenses:Park District Portion	Addison, Village of - APD Portion	40.00		
EASYPERMIT Postage			02/28/17	51300	450.00
53100	Postage Expense	EASYPERMIT Postage	450.00		
TechPro, Inc.			02/28/17	51301	1,034.75
53900	Professional Consultants	TechPro, Inc. 239436	166.25		
53900	Professional Consultants	TechPro, Inc. 239575	168.50		
53900	Professional Consultants	TechPro, Inc. 239576	700.00		
Park District Risk Management Agency			02/28/17	51302	55.00
58910	Safety/Loss Prevention	Park District Risk Management Agency - RMI	55.00		
Butterfield Park District			02/28/17	51303	41,050.29
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Butterfield Park District	41,050.29		
Illinois Department of Employment Security			02/28/17	51304	871.00
51100	Payroll:Full Time Salaries	Illinois Department of Employment Security - D.C. #671022848	871.00		
Morong, Dawn			02/28/17	51305	60.00
54300	Contractual Services	Morong, Dawn	60.00		
Villa Park, Village of			02/28/17	51306	26,866.00
66000	Reserve Fund Expenses:ADA Partner Reimbursement	Villa Park, Village of	26,866.00		
Addison Park District			02/28/17	51309	554.64
58920	Miscellaneous Expenses:Park District Portion	Addison Park District - #20-801	229.00		

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
February 1, 2017 - February 28, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
58920	Miscellaneous Expenses:Park District Portion	Addison Park District - #20-800	230.00		
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	Addison Park District - #20-802	95.64		
Addison, Village of			02/28/17	51310	194.96
58400	Building Expenses:Village Water	Addison, Village of - #13927000	194.96		
Allen-Sebok, Donna			02/28/17	51311	1,175.00
54300	Contractual Services	Allen-Sebok, Donna - #1-17	1,175.00		
American Litho			02/28/17	51312	2,707.00
53200	Printing Expenses	American Litho - 251392-01	2,707.00		
Andrews, Caryn			02/28/17	51313	1,820.58
54300	Contractual Services	Andrews, Caryn - #4484	1,820.58		
AT&T			02/28/17	51314	111.70
58100	Building Expenses:Telephones/Internet	AT&T - #630916686002	111.70		
Brunswick Zone-Glendale Hgts			02/28/17	51315	338.02
53500	Program Supplies	Brunswick Zone-Glendale Hgts	188.02		
53600	Admissions & Facility Space	Brunswick Zone-Glendale Hgts	150.00		
Comcast			02/28/17	51316	334.99
58100	Building Expenses:Telephones/Internet	Comcast - 8771201830128322	334.99		
ComEd			02/28/17	51317	1,077.03
58200	Building Expenses:Electricity	ComEd - 7526727003	1,077.03		
Iqbal Ahmad			02/28/17	51318	40.00
42000	Fees & Charges	Iqbal Ahmad - Program Refund	40.00		
Konica Minolta Business Solutions, Inc.			02/28/17	51319	598.49
54400	Office Maint/Contractual Agree.	Konica Minolta Business Solutions, Inc. - #9003251433	598.49		
Lauterbach & Amen, LLP			02/28/17	51320	1,362.00
54100	Business Services - Contract	Lauterbach & Amen, LLP - 20845	1,362.00		
Mueller, Jay			02/28/17	51321	100.00
54300	Contractual Services	Mueller, Jay	100.00		
NICOR			02/28/17	51322	1,074.37
58300	Building Expenses:Natural Gas	NICOR - #40601496694	1,074.37		
Park District Risk Management Agency			02/28/17	51323	14,113.99
51600	Payroll:Health Insurance	Park District Risk Management Agency	14,113.99		
Pechar, Kim			02/28/17	51324	202.50
42000	Fees & Charges	Pechar, Kim - Program Refund	202.50		
Robbins Schwartz Nicholas Lifton & Taylor			02/28/17	51325	3,825.00
53800	Legal Services	Robbins Schwartz Nicholas Lifton & Taylor - 272819	3,825.00		
Ron Rhodes			02/28/17	51326	135.00
42000	Fees & Charges	Ron Rhodes - Program Refund	135.00		

Northeast DuPage Special Recreation Association
Check List Detail
MB Financial - Operating #4960
February 1, 2017 - February 28, 2017

Payee/Account #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
Solid Impressions			02/28/17	51327	512.01
53400	Office Supplies & Duplicating	Solid Impressions - #41914	512.01		
Warehouse Direct Workplace Solutions			02/28/17	51328	896.64
53400	Office Supplies & Duplicating	Warehouse Direct Workplace Solutions	685.17		
58500	Building Expenses:Facility Maintenance	Warehouse Direct Workplace Solutions	211.47		
Allen-Sebok, Donna			02/28/17	51330	1,175.00
54300	Contractual Services	Allen-Sebok, Donna - 2-17	1,175.00		
Andrews, Caryn			02/28/17	51331	1,820.58
54300	Contractual Services	Andrews, Caryn - 4485	1,820.58		
Ashley, Lisa			02/28/17	51332	360.00
54300	Contractual Services	Ashley, Lisa - February	360.00		
Mutual of Omaha			02/03/17	020317	205.13
21250	Payroll Liabilities:FSA Deduction	Mutual of Omaha - 000609995647	205.13		
Paychex			02/03/17	020317	349.91
54000	Payroll Services - Contract	Paychex - 50621	349.91		
Konica Minolta Premier Finance			02/03/17	020317	35.17
54400	Office Maint/Contractual Agree.	Konica Minolta Premier Finance - 321769887	35.17		
Sams Club Direct			02/10/17	021017	342.87
53500	Program Supplies	Sams Club Direct	342.87		
AFLAC			02/10/17	021017	52.68
21200	Payroll Liabilities:Fringe Benefits (AFLAC)	AFLAC - 981228	52.68		
WageWorks			02/17/17	021717	116.00
51600	Payroll:Health Insurance	WageWorks - INV40146	116.00		
Paychex			02/17/17	021717	371.51
54000	Payroll Services - Contract	Paychex - 52197	371.51		
BMO Harris P-Card			02/03/17	02012017	11,744.36
53100	Postage Expense	BMO Harris P-Card	50.20		
53400	Office Supplies & Duplicating	BMO Harris P-Card	479.99		
53500	Program Supplies	BMO Harris P-Card	2,443.93		
53600	Admissions & Facility Space	BMO Harris P-Card	1,641.50		
53650	Program Equipment	BMO Harris P-Card	29.99		
53675	Fund Raising Expenses	BMO Harris P-Card	500.00		
55000	Public Relations	BMO Harris P-Card	61.24		
55100	Legal Publications	BMO Harris P-Card	70.15		
56000	Continuing Education	BMO Harris P-Card	2,998.81		
56100	Professional Memberships	BMO Harris P-Card	1,132.00		
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	BMO Harris P-Card	680.86		
57300	Vehicle Expenses:Van Repair & Parts	BMO Harris P-Card	662.38		
58100	Building Expenses:Telephones/Internet	BMO Harris P-Card	887.34		
58910	Safety/Loss Prevention	BMO Harris P-Card	20.00		
58930	Miscellaneous Expenses:Director's Administ. Fund	BMO Harris P-Card	31.23		
58850	Restricted Donation Expense	BMO Harris P-Card	29.75		
55200	Subscription & Publication	BMO Harris P-Card	24.99		
Check count = 46				Check List Total	135,139.07

NEDSRA PCard Detail
PE 01/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
01262017	USPS.COM CLICKNSHIP	Postage - Brochure Proof	53100	23.75		CATHY MARRON
01272017	USPS.COM CLICKNSHIP	Overnight Brochure Proof	53100	26.45	50.20	SUSAN J MARTELLOTTA
01172017	SOLID IMPRESSIONS INC	Theater Troupe Supplies	53400	33.00		SEAN FRITSCH
01122017	AMAZON MKTPLACE PMTS	Office Supplies	53400	58.48		CATHY MARRON
01262017	AMAZON MKTPLACE PMTS	Office Supplies	53400	335.28		CATHY MARRON
01262017	AMAZON MKTPLACE PMTS	Office Supplies	53400	53.23	479.99	CATHY MARRON
01172017	SOLID IMPRESSIONS INC	Theater Troupe Supplies	53500	33.00		SEAN FRITSCH
01132017	HOBBY-LOBBY #0174	Art therapy program supplies	53500	29.98		A MAGGIE GOODE
01132017	WAL-MART #5442	Lincoln program supplies	53500	73.05		A MAGGIE GOODE
01272017	AMAZON MKTPLACE PMTS	Program supplies	53500	142.24		A MAGGIE GOODE
01162017	LAKEFRONT BREWERY	Milwaukee Tours Meals	53500	137.93		BETH CORSO
01162017	SAFEHOUSE	Milwaukee Tours Meal	53500	260.40		BETH CORSO
01252017	DOLLAR TREE	D89 & D93 Art Therapy	53500	18.00		BETH CORSO
01252017	MICHAELS STORES 1278	D89 & D93 Art Therapy Supplies	53500	36.84		BETH CORSO
01032017	JEWEL #3294	Glasses for New Year's Overnight	53500	5.49		CARRIE HENRY
01032017	DOLLAR-GENERAL #7222	Supplies for New Year's Overnight	53500	52.90		CARRIE HENRY
01032017	PAPA JOHN S #04050	Pizza for New Years Overnight	53500	46.97		CARRIE HENRY
01172017	CVS/PHARMACY #08693	Snacks for Adaptive fitness	53500	11.45		CARRIE HENRY
01182017	CHICK-FIL-A #03384	SDO Schaumburg Water Works Participant a	53500	114.51		COLLEEN CLINE
01202017	FIVE BELOW 740	Sensory Station Supplies	53500	34.56		COLLEEN CLINE
01132017	MCDONALD S F13512	Cub Scout Snacks	53500	16.44		DEBBI PAWINSKI
01092017	WAL-MART #5442	HMHB Supplies	53500	59.44		DONNA SEBOK
01272017	WM SUPERCENTER #5442	HMHB Supplies	53500	55.63		DONNA SEBOK
01272017	CULVERS OF ADDISON	Bowl Appetit Meals	53500	74.98		GERARD MORAN
01272017	LABRIOLA RISTORANTE &	YAC- Labriola Dinner for ppt & staff	53500	98.58		JAMIE ELAM
12292016	DAIRY QUEEN #18614 QPS	Winter Break Escape Session 2 Food	53500	24.18		MEGAN SIEBERT
01262017	DOLLAR TREE	Valentine Dance Supplies	53500	7.00		MEGAN SIEBERT
01262017	STU*STUMPS	Valentine Dance Supplies	53500	242.12		MEGAN SIEBERT
01272017	WAL-MART #5442	Cooking Crew Supplies	53500	22.74		MEGAN SIEBERT
01112017	ALDI 40033	TREC supplies	53500	39.52		MELISSA MUZI
01122017	DOLLAR TREE	TREC supplies	53500	19.58		MELISSA MUZI
01122017	WAL-MART #5442	TREC supplies	53500	9.44		MELISSA MUZI
01172017	JEWEL #3264	TREC supplies	53500	2.29		MELISSA MUZI
01172017	JEWEL #3264	TREC supplies	53500	2.61		MELISSA MUZI
01182017	ALDI 40033	TREC supplies	53500	37.36		MELISSA MUZI
01202017	WM SUPERCENTER #5442	TREC supplies	53500	10.14		MELISSA MUZI
01262017	BEEF A ROO RIVERSI	TREC lunch	53500	51.15		MELISSA MUZI
01262017	BEEF A ROO RIVERSI	TREC lunch	53500	10.45		MELISSA MUZI
01272017	WM SUPERCENTER #5442	TREC supplies	53500	26.20		MELISSA MUZI
01232017	WAL-MART #5442	Snacks for Social Connections	53500	24.55		MINDY JACK
01192017	WM SUPERCENTER #5442	Cooking Basics Supplies	53500	29.43		ROBERT GRIFFIN
01262017	WM SUPERCENTER #5442	Cooking Basics Supplies	53500	41.40		ROBERT GRIFFIN
01262017	WM SUPERCENTER #5442	FNR supplies	53500	31.70		ROBERT GRIFFIN
01272017	WM SUPERCENTER #5442	FNR Supplies	53500	17.92		ROBERT GRIFFIN

NEDSRA PCard Detail
PE 01/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
01032017	AMAZON MKTPLACE PMTS	Theater Troupe Supplies	53500	88.55		SEAN FRITSCH
01042017	AMAZON MKTPLACE PMTS	Theater Troupe Supplies	53500	14.49		SEAN FRITSCH
01092017	CHICK-FIL-A #02997	Winter Break Escape W3 Meal	53500	54.78		SEAN FRITSCH
01122017	WAL-MART #5442	4H Club Supplies	53500	14.72		SEAN FRITSCH
01172017	AMAZON MKTPLACE PMTS	Theater Troupe Supplies	53500	16.65		SEAN FRITSCH
01172017	AMAZON MKTPLACE PMTS	Theater Troupe Supplies	53500	9.64		SEAN FRITSCH
01182017	AMAZON MKTPLACE PMTS	Theater Troupe Supplies	53500	223.97		SEAN FRITSCH
01262017	WAL-MART #5442	4H Club Admission	53500	10.56		SEAN FRITSCH
01272017	WAL-MART #5442	Traveling Tourist Supplies	53500	58.40	2,443.93	SEAN FRITSCH
01112017	SPRECHER BREWING CO IN	Milwaukee Tours Admissions	53600	75.00		BETH CORSO
01112017	LAKEFRONT BREWERY, INC	Milwaukee Tours Admission	53600	165.00		BETH CORSO
01162017	MITCHELL PARK CONSERVA	Milwaukee Tours Admissions	53600	81.00		BETH CORSO
01122017	PARAMOUNT ARTS CENTER	Admission to God Save the Queen	53600	230.50		CARRIE HENRY
01172017	ACT SCHAUMBURGPDIS	SDO Schaumburg Water Works Participant A	53600	89.00		COLLEEN CLINE
01272017	STARDUST BOWL OF A	Bowl Appetit Bowling Admission	53600	36.00		GERARD MORAN
01272017	ROUND 1 BOWLING AN	PPT Bowling	53600	34.50		JACOB BOYKO
12292016	SKY ZONE - ELMHURST	Winter Break Escape Session 2 Sky Zone A	53600	70.00		MEGAN SIEBERT
01042017	ADDISON CINEMAS-2302	Winter Break Escape Session 3 Movie Admi	53600	55.00		MEGAN SIEBERT
01062017	WOOD DALE BOWL	Winter Break Escape Session 3 Bowling	53600	33.00		MEGAN SIEBERT
01262017	ADDISON CINEMAS-2302	Glen Hill EXCEL Movie Admissions	53600	45.00		MEGAN SIEBERT
01262017	ADDISON CINEMAS-2302	Glen Hill EXCEL Movie Admissions	53600	40.00		MEGAN SIEBERT
01272017	ADDISON CINEMAS-2302	Glenn Hill EXCEL Movie Admissions Refund	53600	(10.00)		MEGAN SIEBERT
01122017	GROUPON INC	TREC outing	53600	28.00		MELISSA MUZI
01122017	GROUPON INC	TREC outing	53600	70.00		MELISSA MUZI
01162017	REDBOX *DVD RENTAL	TREC outing	53600	1.50		MELISSA MUZI
01242017	TOPGOLF WOOD DALE RECE	TREC outing	53600	70.00		MELISSA MUZI
12302016	ACT SCHAUMBURGPDIS	Winter Break Escape W2 Admissions	53600	147.00		SEAN FRITSCH
01272017	ST VIATOR HIGH SCHOOL	FNR/SNC Admissions	53600	276.00		SEAN FRITSCH
01232017	WOOD DALE BOWL	Huskies Bowling Admission	53600	105.00	1,641.50	SHARON PEARCE
01262017	BED BATH & BEYOND #53	Equipment	53650	29.99	29.99	BETH CORSO
01202017	SALT CREEK GOLF CLUB	Deposit Facility Usage-Golf Marathon	53675	500.00	500.00	KAREN LESNIAK
12292016	ADOBE *CREATIVE CLOUD	Creative Suite for Marketing	55000	21.24		SUSAN J MARTELLOTTA
01042017	CTC*CONSTANTCONTACT.C	Email Marketing	55000	40.00	61.24	SUSAN J MARTELLOTTA
01192017	DAILY HERALD/REFLEJOS	Legal Publications - Bid Notice	55100	70.15	70.15	CATHY MARRON
01062017	SIGNUPGENIUS.COM	Web Subscription	55200	24.99	24.99	NEDSRA NEDSRA1
01202017	FLACOS TACOS	Lunch at State Conf	56000	14.60		CARRIE HENRY
01202017	SUBWAY 00320895	Lunch at State Conf	56000	8.70		CARRIE HENRY
01232017	HILTON SNAX	Breakfast at State Conf	56000	9.50		CARRIE HENRY
01232017	HILTON HOTELS CHICAGO	1 night at State Conference	56000	199.71		CARRIE HENRY
01242017	STARBUCKS	breakfast at State conference	56000	9.70		CARRIE HENRY
01202017	FLACOS TACOS	IPRA Conference Lunch	56000	19.17		COLLEEN CLINE
01202017	FLACOS TACOS	Lunch At Conference	56000	9.92		MEGAN SIEBERT
01232017	METRA LASALLE QPS	Transportation To Conference	56000	6.25		MEGAN SIEBERT
01232017	HILTON SNAX	Breakfast At Conference	56000	10.00		MEGAN SIEBERT

NEDSRA PCard Detail
PE 01/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
01232017	HILTON HOTELS CHICAGO	IPRA Conference Hotel Room	56000	199.71		COLLEEN CLINE
01062017	HILTON HOTELS CHICAGO	IPRA Conference Expenses	56000	(139.71)		A MAGGIE GOODE
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	14.21		A MAGGIE GOODE
01242017	STARBUCKS	IPRA Conference Expenses	56000	4.52		A MAGGIE GOODE
01242017	STARBUCKS	IPRA Conference Expenses	56000	12.32		A MAGGIE GOODE
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	13.88		BETH CORSO
01232017	HAROLD S CHICKEN SHA	IPRA Conference Expenses	56000	14.49		BETH CORSO
01232017	PEETS # 28504	IPRA Conference Expenses	56000	5.91		BETH CORSO
01242017	STARBUCKS	IPRA Conference Expenses	56000	8.36		BETH CORSO
01122017	ILLINOIS ASSOC OF PARK	Refund for State Conf	56000	(35.00)		CARRIE HENRY
01202017	PIZZERIA DUE #762	IPRA Conference Expenses	56000	452.06		CATHY MARRON
01192017	METRA MOBILE	IPRA Conference Expenses	56000	8.50		JAMIE ELAM
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	15.88		JAMIE ELAM
01232017	METRA MOBILE	IPRA Conference Expenses	56000	8.00		JAMIE ELAM
01232017	HILTON SNAX	IPRA Conference Expenses	56000	10.00		JAMIE ELAM
01232017	HILTON KITTY OSHEAS	IPRA Conference Expenses	56000	16.61		JAMIE ELAM
01232017	HILTON HOTELS CHICAGO	IPRA Conference Expenses	56000	139.71		JAMIE ELAM
01092017	ILLINOIS ASSOC OF PARK	IPRA Conference Expenses	56000	290.00		JERRY BARTON
01112017	ILLINOIS PARK RECREAT	IPRA Conference Expenses	56000	269.00		JERRY BARTON
01232017	HILTON HOTELS CHICAGO	IPRA Conference Expenses	56000	199.71		JERRY BARTON
01062017	HILTON HOTELS CHICAGO	IPRA Conference Expenses	56000	139.71		LORI MILLER
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	12.48		LORI MILLER
01232017	METRA OGIVIE QPS	IPRA Conference Expenses	56000	7.75		LORI MILLER
01102017	ILLINOIS ASSOC OF PARK	IPRA Conference Expenses	56000	290.00		MEGAN SIEBERT
01202017	BLUE RIBBON TAX	IPRA Conference Expenses	56000	10.75		RICK POOLE
01232017	24 SEVEN TAXI	IPRA Conference Expenses	56000	14.25		RICK POOLE
01242017	HILTON HOTELS CHICAGO	IPRA Conference Expenses	56000	419.13		RICK POOLE
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	13.09		SEAN FRITSCH
01202017	FLACOS TACOS	IPRA Conference Expenses	56000	18.84		SEAN TOVEY
01202017	METRA GLEN ELLYN	IPRA Conference Expenses	56000	12.50		SEAN TOVEY
01202017	HILTON SNAX	IPRA Conference Expenses	56000	8.25		SUSAN J MARTELLOTTA
01202017	ITALIAN VILLAGE	IPRA Conference Expenses	56000	256.35	2,998.81	SUSAN J MARTELLOTTA
01112017	ILLINOIS PARK RECREAT	IPRA Conference Expenses	56100	269.00		MEGAN SIEBERT
01122017	ILLINOIS PARK RECREAT	IPRA Membership Renewal	56100	269.00		A MAGGIE GOODE
01122017	ILLINOIS PARK RECREAT	IPRA Membership Renewal	56100	269.00		CARRIE HENRY
12302016	ILLINOIS PARK RECREAT	IPRA Membership Renewal	56100	269.00		COLLEEN CLINE
01202017	WEST SUBURBAN PHILA	IPRA Membership Renewal	56100	40.00		KAREN LESNIAK
01272017	4TE*ILSecofStateSFee	IL Letter of Good Standing	56100	1.00		SUSAN J MARTELLOTTA
01272017	4TE*SOSBS CERTS NOT FO	IL Letter of Good Standing	56100	15.00	1,132.00	SUSAN J MARTELLOTTA
01272017	SAMS CLUB #6487	Vehicle Fuel	57100	46.20		FUEL NED 1
01112017	EXXONMOBIL 97474456	Fuel	57100	84.20		A MAGGIE GOODE
01232017	METRA LASALLE	Metra Train back from State Conf	57100	7.75		CARRIE HENRY
01162017	EXXONMOBIL 97555700	Vehicle Fuel	57100	82.93		FUEL NED 5
01132017	SAMS CLUB #6487	Vehicle Fuel	57100	53.45		FUEL NED 6

NEDSRA PCard Detail
PE 01/27/2017

Date	Merchant	Description	Account	Amount	Account Total	Cardholder
01192017	SAMSCLUB #6487	Vehicle Fuel	57100	24.40		FUEL NED 6
01242017	SAMSCLUB 6487 GAS	Vehicle Fuel	57100	47.87		FUEL NED 6
01262017	SAMS CLUB #6487	Vehicle Fuel	57100	53.21		FUEL NED 6
01192017	EAST OF MUSEUM OF SCIE	TREC parking	57100	16.00		MELISSA MUZI
01062017	SAMSCLUB #6487	Van Fuel	57100	57.44		SEAN FRITSCH
01252017	SAMS CLUB #6487	Van Fuel	57100	55.12		SEAN FRITSCH
01272017	SAMSCLUB 6487 GAS	Van Fuel	57100	66.16		SEAN FRITSCH
01052017	SHELL OIL 57444165609	Vehicle Fuel	57100	46.13		SHARON PEARCE
01162017	IL TOLLWAY AUTO REPLEN	IPASS Replenish	57100	40.00	680.86	SUSAN J MARTELLOTTA
12282016	AUTOZONE 4469	Vehicle Repair	57300	151.19		ADAM STRENTZ
12282016	AUTOZONE 4469	Vehicle Repair	57300	6.48		ADAM STRENTZ
12282016	AUTOZONE 4469	Vehicle Repair	57300	6.48		ADAM STRENTZ
12282016	AUTOZONE 4469	Vehicle Repair	57300	6.48		ADAM STRENTZ
12282016	AUTOZONE 4469	Vehicle Repair	57300	6.48		ADAM STRENTZ
12282016	SUBURBAN DRIVELINE INC	Vehicle Safety Inspection	57300	30.00		ADAM STRENTZ
12282016	SUBURBAN DRIVELINE INC	Vehicle Safety Inspection	57300	30.00		ADAM STRENTZ
12292016	SUBURBAN DRIVELINE INC	Vehicle Safety Inspection	57300	30.00		ADAM STRENTZ
01102017	AUTOZONE 4469	Vehicle Repair	57300	12.39		ADAM STRENTZ
01162017	AUTOZONE 4469	Vehicle Repair	57300	33.44		ADAM STRENTZ
01162017	AUTOZONE 4469	Vehicle Repair	57300	(11.87)		ADAM STRENTZ
01162017	AUTOZONE 4469	Vehicle Repair	57300	11.87		ADAM STRENTZ
01182017	AUTOZONE 4469	Vehicle Repair	57300	(60.04)		ADAM STRENTZ
01182017	AUTOZONE 4469	Vehicle Repair	57300	10.79		ADAM STRENTZ
01182017	MARATHON PETRO	Vehicle Safety Inspection	57300	30.00		ADAM STRENTZ
01182017	SUBURBAN DRIVELINE INC	Vehicle Safety Inspection	57300	30.00		ADAM STRENTZ
01192017	KRAGE S SERVICE CENTER	Vehicle Repair	57300	338.69	662.38	SEAN TOVEY
01042017	COMCAST CHICAGO CS 1X	Telephone	58100	342.77		SUSAN J MARTELLOTTA
01042017	COMCAST CHICAGO CS 1X	Telephone (Amount adjust)	58100	2.10		SUSAN J MARTELLOTTA
01132017	COMCAST	Telephone	58100	380.21		SUSAN J MARTELLOTTA
01132017	VZWRLSS*MY VZ VB P	Telephone	58100	162.26	887.34	SUSAN J MARTELLOTTA
01242017	BIG LOTS STORES - #443	Expensed from donation	58850	29.75	29.75	MELISSA MUZI
12292016	PDRMA	Training class	58910	20.00	20.00	A MAGGIE GOODE
01162017	LA HACIENDA DE LOS FER	Staff Meeting Lunch	58930	31.23	31.23	RICK POOLE
				11,744.36	11,744.36	

Putting People First

NEDSRA

Special Recreation Association

Consolidated Monthly Report

February 2017

Mission

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

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.

Core Values

~ Service with Compassion
~Excellence and Quality
~Integrity
~Commitment
~Fun

Member Partners: Addison Park District ◆Bensenville Park District ◆Butterfield Park District Village of Glendale Heights ◆Itasca Park District ◆Lombard Park District ◆Medinah Park District Oakbrook Terrace Park District ◆Village of Schiller Park ◆Village of Villa Park ◆ Wood Dale Park District

Northeast DuPage Special Recreation Association
Balance Sheet
As of February 28, 2017 and 2016

	February 28, 2017	February 29, 2016	Variance	% Variance
Assets				
MB Financial - Operating #4960	$ 332,176.02	$ 116,954.06	$ 215,221.96	184.02%
MB Financial - Payroll #4979	11,749.67	7,671.64	4,078.03	53.16%
Petty Cash	1,725.00	1,575.00	150.00	9.52%
Interest Receivable	61.06	1,226.10	(1,165.04)	-95.02%
Grant Receivable	0.00	887.78	(887.78)	-100.00%
Prepaid Expenses	0.00	975.00	(975.00)	-100.00%
Accounts Receivable	27,928.81	28,004.84	(76.03)	-0.27%
MB Financial - MM #9401	849,404.00	791,009.98	58,394.02	7.38%
Harvard State CD #4000238 - Closed	0.00	247,075.79	(247,075.79)	-100.00%
Maxsafe Wintrust - MM #2599	1,023,275.73	775,251.27	248,024.46	31.99%
Total Assets	$ 2,246,320.29	$ 1,970,631.46	$ 275,688.83	3.27%
Liabilities and Fund Balance				
Accounts Payable	$ 491.87	$ 454.12	$ (37.75)	-8.31%
Due to Members (ADA)	821,888.72	0.00	(821,888.72)	0.00%
Payroll Liabilities	5,456.36	5,466.76	10.40	0.19%
Deferred Income	1,500.00	0.00	(1,500.00)	0.00%
Gift Certificate Deferred Revenue	466.00	11,889.00	11,423.00	96.08%
Reserve for Tax Encumbrance	0.00	1,403,447.41	1,403,447.41	100.00%
Vehicle Replacement Fund	147,924.81	116,692.81	(31,232.00)	-26.76%
Working Cash Fund	0.00	113,905.85	113,905.85	100.00%
Capital Improvement Fund	0.00	53,898.71	53,898.71	100.00%
Operations Support	0.00	272,338.70	272,338.70	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	10,384.75	8,219.75	(2,165.00)	-26.34%
General Fund Balance	1,258,207.78	(220,040.17)	(1,478,247.95)	671.81%
Total Liabilities and Fund Balance	$ 2,246,320.29	$ 1,970,631.46	$ 275,688.83	13.99%

Northeast DuPage Special Recreation Association
Revenue Over Expenditures
For the 1 Month and 10 Months, Months Ending February 28, 2017

REVENUE RECAP		Anticipated Revenue	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Account #	Account								
41000	Partner Contributions	$ 1,531,916.00	$ 0.00	$ 1,531,915.00	$ (1.00)	100.00%	$ 1,419,629.00	$ 112,286.00	7.33%
42000	Fees & Charges	320,300.00	15,754.32	248,247.99	(72,052.01)	77.50%	286,196.51	(37,948.52)	-15.29%
42020	Scholarship/Fee Assistance	0.00	266.60	16,828.65	16,828.65	0.00%	15,946.12	882.53	5.24%
43000-44000	Fund Development	228,285.00	253,986.00	425,903.74	197,618.74	186.57%	198,097.96	227,805.78	53.49%
44210-44230	Booster Club Revenue	0.00	105.00	582.00	582.00	0.00%	4,138.00	(3,556.00)	-611.00%
44300	Partner ADA Revenue	0.00	0.00	328,095.76	328,095.76	0.00%	664,496.66	(336,400.90)	-102.53%
46000	Miscellaneous Income	17,300.00	7,025.25	16,190.86	(1,109.14)	93.59%	5,517.07	10,673.79	65.92%
46400	Park District Portion Income	0.00	0.00	1,494.09	1,494.09	0.00%	9,443.32	(7,949.23)	-532.04%
47000	Interest Earned	5,200.00	175.69	1,814.78	(3,385.22)	34.90%	2,607.24	(792.46)	-43.67%
Total Revenue		2,103,001.00	277,312.86	2,571,072.87	468,071.87	122.26%	2,606,071.88	(34,999.01)	-1.36%

EXPENDITURE RECAP		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Variance Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Account #	Account								
51100-51300	Salaries	$ 1,259,811.00	$ 83,513.50	$ 1,038,477.37	$ (221,333.63)	82.43%	$ 978,978.35	$ 59,499.02	5.73%
51400-52400	Insurance/Pension	451,504.00	42,581.93	328,905.76	(122,598.24)	72.85%	317,561.20	11,344.56	3.45%
53000-56200	Operations	386,641.00	31,324.39	312,903.07	(73,737.93)	80.93%	288,328.43	24,574.64	7.85%
57100-57400	Vehicles	45,300.00	2,174.73	25,641.93	(19,658.07)	56.60%	30,526.59	(4,884.66)	-19.05%
58100-58400	Utilities	55,955.00	4,931.86	43,909.70	(12,045.30)	78.47%	62,913.97	(19,004.27)	-43.28%
58600-58800	Special Projects	2,350.00	29.75	2,831.05	481.05	120.47%	2,075.97	755.08	26.67%
58910-58940	Miscellaneous	10,950.00	674.23	7,787.00	(3,163.00)	71.11%	12,249.28	(4,462.28)	-57.30%
61100-61300	Fund Development	0.00	0.00	303.41	303.41	0.00%	1,007.54	(704.13)	-232.07%
62000-69000	Other	0.00	77,682.89	294,096.47	294,096.47	0.00%	1,185,980.63	(891,884.16)	-303.26%
Total Expenditures		2,212,511.00	242,913.28	2,054,855.76	(157,655.24)	92.87%	2,879,621.96	(824,766.20)	0.00%
Net Revenue over Expenditures		$ (109,510.00)	$ 34,399.58	$ 516,217.11	$ 625,727.11		$ (273,550.08)	$ 789,767.19	

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 10 Months, Months Ending February 28, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Salaries									
51100	Payroll:Full Time Salaries	906,304.00	65,562.78	734,293.38	(172,010.62)	81.02%	692,241.71	42,051.67	5.73%
51200	Payroll:Part Time Wages & Salaries	353,507.00	17,950.72	304,183.99	(49,323.01)	86.05%	286,736.64	17,447.35	5.74%
		1,259,811.00	83,513.50	1,038,477.37	(221,333.63)	82.43%	978,978.35	59,499.02	5.73%
Insurance/Pension									
51400	Payroll:FICA & Medicare	96,373.00	6,069.02	75,867.94	(20,505.06)	78.72%	72,764.79	3,103.15	4.09%
51500	Payroll:Pension Plan	148,381.00	10,873.16	98,297.22	(50,083.78)	66.25%	102,355.49	(4,058.27)	-4.13%
51600	Payroll:Health Insurance	161,675.00	25,639.75	122,107.73	(39,567.27)	75.53%	114,444.71	7,663.02	6.28%
52000	Workers Compensation	9,441.00	0.00	7,080.12	(2,360.88)	74.99%	7,253.46	(173.34)	-2.45%
52100	Unemployment Compensation	0.00	0.00	2,840.50	2,840.50	0.00%	0.00	2,840.50	100.00%
52300	Liability Insurance	13,971.00	0.00	8,904.00	(5,067.00)	63.73%	8,014.95	889.05	9.98%
52400	Property Insurance	21,663.00	0.00	13,808.25	(7,854.75)	63.74%	12,727.80	1,080.45	7.82%
		451,504.00	42,581.93	328,905.76	(122,598.24)	72.85%	317,561.20	11,344.56	3.45%
Operations									
53000	Bank Fees & Charges	4,000.00	258.09	2,897.79	(1,102.21)	72.44%	2,790.51	107.28	3.70%
53010	Credit Card Fees	5,350.00	528.44	5,563.36	213.36	103.99%	4,203.01	1,360.35	24.45%
53100	Postage Expense	8,120.00	600.20	6,101.97	(2,018.03)	75.15%	8,385.69	(2,283.72)	-37.43%
53200	Printing Expenses	18,400.00	2,707.00	16,211.91	(2,188.09)	88.11%	13,105.50	3,106.41	19.16%
53300	Meeting Related Expenses	4,275.00	0.00	2,440.87	(1,834.13)	57.10%	2,768.39	(327.52)	-13.42%
53400	Office Supplies & Duplicating	12,500.00	1,677.17	6,940.91	(5,559.09)	55.53%	9,143.65	(2,202.74)	-31.74%
53420	Office Supplies & Duplicating:Printer Toner	0.00	0.00	0.00	0.00	0.00%	177.09	(177.09)	0.00%
53440	Office Supplies & Duplicating: Miscellaneous	0.00	0.00	90.00	90.00	0.00%	65.98	24.02	26.69%
53500	Program Supplies	76,365.00	3,094.82	61,994.23	(14,370.77)	81.18%	63,608.88	(1,614.65)	-2.60%
53550	Program Supplies:Boy Scouts Popcorn	0.00	0.00	0.00	0.00	0.00%	1,504.50	(1,504.50)	0.00%
53600	Admissions & Facility Space	69,430.00	1,791.50	37,255.30	(32,174.70)	53.66%	38,876.96	(1,621.66)	-4.35%
53650	Program Equipment	9,565.00	29.99	3,304.42	(6,260.58)	34.55%	3,965.89	(661.47)	-20.02%
53675	Fund Raising Expenses	28,874.00	500.00	18,716.17	(10,157.83)	64.82%	23,037.11	(4,320.94)	-23.09%
53700	Auditor	9,500.00	0.00	11,300.00	1,800.00	118.95%	12,500.00	(1,200.00)	-10.62%
53800	Legal Services	6,900.00	3,825.00	30,166.70	23,266.70	437.20%	4,589.38	25,577.32	84.79%
53900	Professional Consultants	19,000.00	1,034.75	17,939.50	(1,060.50)	94.42%	12,941.25	4,998.25	27.86%
54000	Payroll Services - Contract	10,000.00	721.42	8,449.38	(1,550.62)	84.49%	8,615.61	(166.23)	-1.97%
54100	Business Services - Contract	21,472.00	3,124.00	16,793.00	(4,679.00)	78.21%	15,143.00	1,650.00	9.83%
54300	Contractual Services	48,187.00	6,511.16	35,436.57	(12,750.43)	73.54%	32,865.00	2,571.57	7.26%
54400	Office Maint/Contractual Agree.	14,615.00	633.66	9,835.91	(4,779.09)	67.30%	9,749.11	86.80	0.88%
55000	Public Relations	3,480.00	61.24	1,425.92	(2,054.08)	40.97%	5,527.29	(4,101.37)	-287.63%
55100	Legal Publications	610.00	70.15	1,724.03	1,114.03	282.63%	358.84	1,365.19	79.19%
55200	Subscription & Publication	1,340.00	24.99	951.56	(388.44)	71.01%	779.30	172.26	18.10%
56000	Continuing Education	10,000.00	2,998.81	13,212.57	3,212.57	132.13%	9,135.99	4,076.58	30.85%
56100	Professional Memberships	4,158.00	1,132.00	3,651.00	(507.00)	87.81%	3,990.50	(339.50)	-9.30%
56200	Statewide Legislative Initiatives	500.00	0.00	500.00	0.00	100.00%	500.00	0.00	0.00%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 10 Months, Months Ending February 28, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
		386,641.00	31,324.39	312,903.07	(73,737.93)	80.93%	288,328.43	24,574.64	7.85%
Vehicles									
57100	Vehicle Expenses:Vehicle Fuel, Equip. & Tolls	24,500.00	776.50	12,931.29	(11,568.71)	52.78%	16,130.98	(3,199.69)	-24.74%
57200	Vehicle Expenses:Staff Vehicle Reimbursement	4,900.00	735.85	3,409.53	(1,490.47)	69.58%	3,135.29	274.24	8.04%
57300	Vehicle Expenses:Van Repair & Parts	12,700.00	662.38	6,952.39	(5,747.61)	54.74%	10,600.32	(3,647.93)	-52.47%
57400	Vehicle Expenses:Van Rental	3,200.00	0.00	2,348.72	(851.28)	73.40%	660.00	1,688.72	71.90%
		45,300.00	2,174.73	25,641.93	(19,658.07)	56.60%	30,526.59	(4,884.66)	-19.05%
Utilities									
58100	Building Expenses:Telephones/Internet	11,800.00	1,334.03	10,131.74	(1,668.26)	85.86%	12,062.91	(1,931.17)	-19.06%
58200	Building Expenses:Electricity	12,500.00	1,077.03	12,162.10	(337.90)	97.30%	12,813.53	(651.43)	-5.36%
58300	Building Expenses:Natural Gas	6,200.00	1,074.37	5,100.22	(1,099.78)	82.26%	6,175.45	(1,075.23)	-21.08%
58400	Building Expenses:Village Water	1,420.00	194.96	1,168.76	(251.24)	82.31%	1,110.04	58.72	5.02%
58500	Building Expenses:Facility Maintenance	20,000.00	1,251.47	12,266.65	(7,733.35)	61.33%	28,881.21	(16,614.56)	-135.44%
58600	Building Expenses:Office Improvements	4,035.00	0.00	3,080.23	(954.77)	76.34%	1,870.83	1,209.40	39.26%
		55,955.00	4,931.86	43,909.70	(12,045.30)	78.47%	62,913.97	(19,004.27)	-43.28%
Special Projects									
58700	Synergy Expenses	2,350.00	0.00	2,053.87	(296.13)	87.40%	2,021.00	32.87	1.60%
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	29.75	777.18	777.18	0.00%	54.97	722.21	92.93%
		2,350.00	29.75	2,831.05	481.05	120.47%	2,075.97	755.08	26.67%
Miscellaneous Expenses									
58900	Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00%	698.00	(698.00)	0.00%
58910	Safety/Loss Prevention	2,600.00	144.00	2,017.18	(582.82)	77.58%	2,125.32	(108.14)	-5.36%
58920	Miscellaneous Expenses:Park District Portion	0.00	499.00	3,633.09	3,633.09	0.00%	8,132.00	(4,498.91)	-123.83%
58930	Miscellaneous Expenses:Director's Administ. Fund	5,500.00	31.23	1,781.87	(3,718.13)	32.40%	1,293.96	487.91	27.38%
58940	Miscellaneous Expenses:Employee Recognition/Relations	2,850.00	0.00	354.86	(2,495.14)	12.45%	0.00	354.86	100.00%
		10,950.00	674.23	7,787.00	(3,163.00)	71.11%	12,249.28	(4,462.28)	-57.30%
Fund Development Expenses									
61300	Reserve Fund Expenses:Booster Expenses:S.O. Boosters Expenses	0.00	0.00	303.41	303.41	0.00%	1,007.54	(704.13)	-232.07%
		0.00	0.00	303.41	303.41	0.00%	1,007.54	(704.13)	-232.07%

Northeast DuPage Special Recreation Association
Operating Expenditures Budget Summary
For the 1 Month and 10 Months, Months Ending February 28, 2017

		Anticipated Expenditures	Monthly Summary	Cumulative Summary	Budget Over/(Under)	% To Budget	Previous Year Summary	$ Variance	% Variance
Other Expenses									
62000	Reserve Fund Expenses:Capital Improvements Expense	0.00	0.00	0.00	0.00	0.00%	15,773.00	(15,773.00)	0.00%
66000	Reserve Fund Expenses:ADA Partner Reimbursement	0.00	77,416.29	277,267.82	277,267.82	0.00%	273,829.35	3,438.47	1.24%
66500	Reserve Fund Expenses:Partner Pension Reimbursement	0.00	0.00	0.00	0.00	0.00%	827,007.00	(827,007.00)	0.00%
67000	Reserve Fund Expenses:Working Cash Payout	0.00	0.00	0.00	0.00	0.00%	53,825.00	(53,825.00)	0.00%
67100	Reserve Fund Expenses:Working Cash Payout:Scholarship/Fee Assistance	0.00	266.60	16,828.65	16,828.65	0.00%	15,546.28	1,282.37	7.62%
		0.00	77,682.89	294,096.47	294,096.47	0.00%	1,185,980.63	(891,884.16)	-303.26%
Total Expenditures		2,212,511.00	242,913.28	2,054,855.76	(157,655.24)	92.87%	2,879,621.96	(824,766.20)	0.00%

	Budgeted Member Partner Contribution Due 2016/2017	Operation Allocation Received as of 2/28/2017	Balance Due to Operations Allocation 2/28/2017	Percentage of Operations Allocation Collected as of 2/28/2017	Beginning ADA/Access Reserve Balance	ADA/Access Reserve Received 2016/2017	ADA/Access Reserve Paid 2016/2017	Available ADA/Access Reserve Balance
Addison	$268,368.00	$268,368.00	$0.00	100.00%	$502,309.00	$0.00	$0.00	$502,309.00
Bensenville	$174,625.00	$174,625.00	$0.00	100.00%	$153,910.72	$0.00	$0.00	$153,910.72
Butterfield	$59,592.00	$59,592.00	$0.00	100.00%	$0.00	$41,050.29	$41,050.29	$0.00
Glendale Heights	$164,985.00	$164,985.00	$0.00	100.00%	$3,466.00	$0.00	$0.00	$3,466.00
Itasca	$85,595.00	$85,595.00	$0.00	100.00%	$1.00	$0.00	$0.00	$1.00
Lombard	$284,039.00	$284,039.00	$0.00	100.00%	$0.00	$184,721.53	$184,721.53	$0.00
Medinah	$81,314.00	$81,314.00	$0.00	100.00%	$52,766.82	$37,417.70	$3,450.00	$86,734.52
Oakbrook Terrace	$64,448.00	$64,448.00	$0.00	100.00%	$0.00	$0.00	$0.00	$0.00
Schiller Park	$86,036.00	$86,036.00	$0.00	100.00%	$0.00	$0.00	$0.00	$0.00
Villa Park	$132,914.00	$132,914.00	$0.00	100.00%	$103,896.18	$64,906.24	$48,046.00	$120,756.42
Wood Dale	$129,999.00	$129,999.00	$0.00	100.00%	$5,539.00	$0.00	$0.00	$5,539.00
Total	$1,531,915.00	$1,531,915.00	$0.00	100.00%	$821,888.72	$328,095.76	$277,267.82	$872,716.66

ADDISON			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$502,309.00**
Ck #61073	07/01/2016	$134,184.00	$134,184.00			
Ck #61562	01/03/2017	$134,184.00	$134,184.00			
Totals			**$268,368.00**	**$0.00**	**$0.00**	**$502,309.00**

BENSENVILLE			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$153,910.72**
Ck #044127	06/15/2016	$87,312.50	$87,312.50			
Ck #045422	12/19/2016	$87,312.50	$87,312.50			
Totals			**$174,625.00**	**$0.00**	**$0.00**	**$153,910.72**

BUTTERFIELD			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
Ck #15711	07/20/2016	$29,796.00	$29,796.00			
Ck #15835	09/06/2016	$29,796.00	$29,796.00			
Ck #16156	01/17/2017	$41,050.29		$41,050.29		$41,050.29
ADA Reimbursement	02/23/2017	$41,050.29			$41,050.29	($41,050.29)
Totals			**$59,592.00**	**$41,050.29**	**$41,050.29**	**$0.00**

GLENDALE HEIGHTS			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$3,466.00**
Ck #186508	07/11/2016	$82,492.50	$82,492.50			
Ck #189224	01/05/2017	$82,492.50	$82,492.50			
Totals			**$164,985.00**	**$0.00**	**$0.00**	**$3,466.00**

ITASCA			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$1.00**
Ck #53358	06/21/2016	$42,797.50	$42,797.50			
Ck #54057	12/19/2016	$42,797.50	$42,797.50			
Totals			**$85,595.00**	**$0.00**	**$0.00**	**$1.00**

LOMBARD			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$0.00**
ACH Payment	06/23/2016	$235,577.89	$145,000.00	$90,577.89		$90,577.89
ADA Reimbursement	06/30/2016	$90,577.89			$90,577.89	($90,577.89)
ACH Payment	07/22/2016	$5,056.13	$5,056.13			
ACH Payment	08/08/2016	$7,874.76	$7,874.76			
ACH Payment	09/01/2016	$87,510.35	$87,510.35			
ACH Payment	09/14/2016	$117,535.93	$38,597.76	$78,938.17		$78,938.17
ADA Reimbursement	09/30/2016	$78,938.17			$78,938.17	($78,938.17)
ACH Payment	10/13/2016	$10,404.33		$10,404.33		$10,404.33
ADA Reimbursement	10/21/2016	$10,404.33			$10,404.33	($10,404.33)
ACH Payment	12/27/2016	$4,801.14		$4,801.14		$4,801.14
ADA Reimbursement	12/31/2016	$4,801.14			$4,801.14	($4,801.14)
Totals			**$284,039.00**	**$184,721.53**	**$184,721.53**	**$0.00**

MEDINAH			Fiscal Year 2016-2017			ADA/Access
Description	Date	Dollar Amt.	Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	Reserve Balance
Beginning Balance						**$52,766.82**
Ck #24825	07/08/2016	$57,789.42	$57,789.42			
Ck #24866	08/03/2016	$3,374.05	$3,374.05			
Ck #24929	09/01/2016	$2,019.66	$2,019.66			
Ck #24962	10/04/2016	$20,773.38	$18,130.87	$2,642.51		
Ck #25038	10/31/2016	$27,010.94		$27,010.94		
Ck #25026	10/31/2016	$4,625.79		$4,625.79		
ADA Reimbursement	12/01/2016	$250.00			$250.00	($250.00)
ADA Reimbursement	12/09/2016	$700.00			$700.00	($700.00)
ADA Reimbursement	12/09/2016	$2,500.00			$2,500.00	($2,500.00)
Ck #25166	12/29/2016	$2,044.73		$2,044.73		
Ck #25183	12/29/2016	$785.94		$785.94		
Ck #25201	01/25/2017	$307.79		$307.79		
Totals			**$81,314.00**	**$37,417.70**	**$3,450.00**	**$49,316.82**

OAKBROOK TERRACE

Description	Date	Dollar Amt.	Fiscal Year 2016-2017 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$0.00**
Ck #10179	07/01/2016	$32,224.00	$32,224.00			
Ck #10357	12/29/2016	$32,224.00	$32,224.00			
Totals			**$64,448.00**	**$0.00**	**$0.00**	**$0.00**

SCHILLER PARK

Description	Date	Dollar Amt.	Fiscal Year 2016-2017 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$0.00**
Ck #58100	08/05/2016	$43,018.00	$43,018.00			
Ck #59770	12/16/2016	$43,018.00	$43,018.00			
Totals			**$86,036.00**	**$0.00**	**$0.00**	**$0.00**

VILLA PARK

Description	Date	Dollar Amt.	Fiscal Year 2016-2017 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$103,896.18**
ADA Reimbursement	05/26/2016	$2,500.00			$2,500.00	($2,500.00)
ADA Reimbursement	07/31/2016	$8,380.00			$8,380.00	($8,380.00)
ADA Reimbursement	08/30/2016	$700.00			$700.00	($700.00)
ADA Reimbursement	08/30/2016	$100.00			$100.00	($100.00)
Ck # 170366	12/29/2016	$197,820.24	$132,914.00	$64,906.24		$64,906.24
ADA Reimbursement	02/17/2017	$2,500.00			$2,500.00	($2,500.00)
ADA Reimbursement	02/23/2017	$7,000.00			$7,000.00	($7,000.00)
ADA Reimbursement	02/28/2017	$26,866.00			$26,866.00	($26,866.00)
Totals			**$132,914.00**	**$64,906.24**	**$48,046.00**	**$120,756.42**

WOOD DALE

Description	Date	Dollar Amt.	Fiscal Year 2016-2017 Operations Received	ADA/Access Reserve Received	ADA/Access Reserve Paid	ADA/Access Reserve Balance
Beginning Balance						**$5,539.00**
Ck #79805	06/21/2016	$64,999.50	$64,999.50			
Ck #80816	12/29/2016	$64,999.50	$64,999.50			
Totals			**$129,999.00**	**$0.00**	**$0.00**	**$5,539.00**

Date: April 5, 2017

To: Board of Trustees

From: Rick Poole, Executive Director

Re: Agency Report – March 2017

Directors Report

a. Legislative Initiatives

This month staff participated in two webinars conducted by the State of Illinois titled, "What to Expect in 17/18 Grants." Both trainings focused on the grant application process and requirements. During the past month, staff attended the following events: legislative breakfast in Carol Stream, Town Hall meeting in Villa Park conducted by Senator Tom Cullerton; and a governmental forum titled, "Crisis and Resolution," conducted by Elmhurst College with Illinois Senate President John Cullerton presenting. The State budget continues to be elusive, and how it will impact NEDSRA is still unclear. Staff is looking forward to meeting with legislators when attending the Legislative Conference held in Springfield on May 2 and 3.

b. 2017-18 Budget

Staff distributed the recommended 2017-18 Budget via e-mail on March 27, with hard copies being made available at the April Board Meeting.

c. Personnel Policy Revision

The final revision of the NEDSRA Personnel Policy is enclosed in the board packet. This revision includes input from the Board and the committee, as well as any attorney recommendations. Thank you Chairman Maryfran Leno, and the Personnel Policy Committee, Cathy Fallon, Greg Gola and Keith Knautz, for all your efforts on this monumental task.

d. Legal Counsel Engagement

In November of 2011, the NEDSRA Board appointed Robbins Schwartz as legal counsel for the Association. Recently, staff discovered the agreement was never executed. In order to remedy this clerical oversight, the Director will sign the engagement letter, and send a copy of the letter and a copy of minutes from the November 9, 2011, Board of Trustees meeting. The Director will do so after the April Board meeting.

Recreation Report

a. Program Updates

Progressive dinners have made a comeback, and NEDSRA participants are not ones to miss out on the fun. Ten participants registered for "A Friends Progressive Dinner" in March, where they enjoyed appetizers at Claim Jumper in Lombard, an Italian dinner at Bucca DiBeppo in Lombard and pastries at Labriola in Oakbrook. A great and filling time was had by everyone.

The 2017 NEDSRA Theater Troupe finale, "Jolly Roger & the Mermaid Princess," did not disappoint. This year's performance schedule included a Saturday matinee, along with a Friday evening performance. The change in the schedule allowed for a formal dress rehearsal on Thursday evening. Thank you to Oakbrook Terrace Park District for the continued use of the Mario Parente Theatre. The cast of the show included 23 actors and four stage-crew participants. All involved are to be congratulated on the spectacular outcome of many rehearsals, which started in September, 2016.

Recreation Report: Continued

a. Program Updates: Continued
The EXCEL (Experiential Community Education & Leisure) St. Patrick's Day Special held on Friday, March 17, at Stardust Bowl served over 350 students from special education classrooms throughout our communities. Students enjoyed two games of bowling and shamrock cookies. Due to large numbers of students this year, our special expanded to include classrooms bowling on Wednesday and Thursday prior to the main event on St. Patrick's Day.

b. Support Staff Meeting
The spring support-staff meeting was held on March 21, with the part-time leader and driver meeting held prior to the general meeting. Topics included safety, schedules and behavior management for over 30 support staff in attendance.

c. NEDSRA's Seasonal Brochure
The seasonal brochure is growing. Due to improvements and space demands, eight pages have been added to the brochure. A "Program at a Glance" spread will be inserted to provide easy reference for parents and special-event registration forms are to be inserted within the brochure when needed. Program blurbs are easier to read, also included is a staff and/or participant highlights page.

d. Openings
NEDSRA is hiring. On March 23, staff attended the job fair at York High School. This spring, Saturday interview options have been added for candidates. The agency is looking for qualified staff to drive vans, work day programs, and provide one-on-one assistance as a leisure buddy in NEDSRA's member partner programs. If someone you know is interested, please direct them to apply online at nedsra.org.

e. Sensory Swim
Sensory Swim is about to begin. Staff is eager to have 15 participants experience a great time in the Club Fitness Pool and NEDSRA's Sensory Station during the seven-week season.

Fund Development

a. BBQ Bash and Bags Tournament
Registrations continue to arrive for the upcoming BBQ Bash and Bags Tournament to be held on Saturday, April 22. Staff continue to solicit gift items for raffle baskets. We hope you can join us on that day. Please call or email Karen to register.

b. 21st Annual Golf Marathon 100-Hole Challenge
Golfers continue to be recruited for the 21st Annual Golf Marathon 100-Hole Challenge to be held on Thursday, May 4, at Salt Creek Golf Club. Thank you Wood Dale Park District and Salt Creek Golf Club for your support and sponsorship of this fundraising event. If you are interested in participating, please call or email Karen.

c. Community and Corporate Sponsorships
Community and corporate sponsorships are being solicited for the upcoming track meet. Proposals and presentations are being conducted to various service clubs, Knights of Columbus councils and corporate groups for their involvement.

MEMO

Date: April 5, 2017

To: NEDSRA Board of Trustees

From: Rick Poole, Executive Director
Sue Martellotta, Administrative Services Manager

Re: Personnel Policy

The NEDSRA Personnel Policy was presented to the Board of Trustees at the March 1, 2017 meeting. All recommendations were then sent to the attorney for final review.

The final document includes Board recommendations and all attorney revisions.

Recommended motion:

I move to approve the NEDSRA Personnel Policies as presented.