



We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

November 18, 2020
10:30 a.m. Regular Meeting
Via Zoom

<https://us02web.zoom.us/j/81529752827>

Call In Number: 1-312-626-6799
Meeting ID: 815 2975 2827

AGENDA

- I. Call to Order
 - A. Roll Call

- II. Introduction of Guests:
 - A. Megan Quant – 5 Year Service Recognition
 - B. Katrina Weigand – 5 Year Service Recognition
 - C. Lauren Jevaney – 5 Year Service Recognition
 - D. Michelle Bins – PFM Investment Update

- III. Public Comment

- IV. Approval of Agenda

- V. Approval of Consent Agenda – Pages - 3-48
 - A. Approval of Minutes, September 23, 2020
 - B. NWSRA Financial Reports, October 31, 2020
 - 1. PFM Account Statement
 - 2. NWSRA & SLSF Organizational Cash Overview
 - 3. NWSRA Budget vs. Actual
 - 4. SLSF Budget vs. Actual
 - 5. NWSRA Balance Sheets
 - 6. SLSF Balance Sheets
 - 7. Benjamin F Edwards Account Statement
 - C. Warrant:
 - 1. #10 dated 10/31/20 - \$380,621.90
 - 2. #11 dated 11/18/20 - \$21,357.37
 - D. Bi-Weekly Payroll:
 - 1. 09/25/20 - \$77,716.27
 - 2. 10/09/20 - \$80,320.69
 - 3. 10/23/20 - \$77,782.86
 - 4. 11/06/20 - \$77,126.71
 - E. ADA Compliance Projects:
 - 1. Palatine Park District: \$294,962.11
 - a. Plum Grove Reservoir – Play Components, Walking, Play Routes - \$58,738
 - b. Palatine Stables – Routes and Surfaces - \$52,800
 - c. Hummingbird Park – Routes and Surfaces - \$23,309.49
 - d. Dutch Schultz Park – Routes and Surfaces - \$9,300
 - e. Community Center – Elevator - \$58,499
 - f. Birchwood South Park – Routes and Surfaces - \$43,461.44
 - g. Birchwood Park – Routes and Surfaces - \$42,854.18

An extension of the local park districts serving

Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

2. Prospect Heights Park District: \$800
 - a. Gary Morava Recreation Center – Routes and Surfaces - \$800

- VI. Correspondence
 - A. Written
 - B. Oral

- VII. Staff Reports – Pages - 49-72
 - A. Program Report
 - B. Marketing and P/R Report
 - C. SLSF
 1. Holiday Luncheon Update
 - D. Directors Report – Oral
 1. Illinois OSHA Complaint No. 1678936
 2. OSHA Complaint No. 1678936 Response Letter

- VIII. Old Business – Pages - 73-85
 - A. Health Survey Update
 - B. COVID Update
 - C. Park District Staff Member Benefits Usage/NWSRA Member District Staff Benefits
 1. Tax Ramifications of Member District Benefits – Oral
 - D. Other

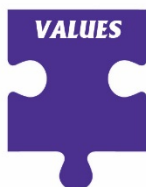
- IX. New Business – Pages - 86-90
 - A. PFM – Investment Update – Michelle Bins
 - B. Surplus Ordinance O2020-3
 - C. Other

- X. Information/Action Items – Pages – 91-95
 - A. Personnel Committee Update
 1. Minutes
 2. Staff Updates
 3. Proposed Salary Ranges
 4. Part-Time Salary Ranges
 5. Proposed Health Insurance
 - B. Finance Committee Update
 1. Minutes
 2. PFM Investment Update
 3. Amended COVID 2020 Budget
 4. Proposed FY2021 Budget Documents
 5. Proposed Unaudited FY2020 Summary of Reserves and Investment Fund Review
 - C. IMRF Contribution Rate 2021
 - D. NWSRA 2021 Committees
 - E. 2021 Board Meeting Schedule
 - F. Other

- XI. Closed Session

- XII. Action as a result of Closed Session

- XIII. Adjournment



- **Teamwork:** Support each other and work together
- **Respect:** Be open, honest and kind
- **Enthusiasm:** Exceed expectations
- **Collaboration:** Combine resources to achieve common goals
- **Communication:** Listen, share and adapt



To be a leading force, creating greater options that enrich the life experience of the participants, families and communities we serve

V. Consent Agenda

[Return to Home](#)

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA VIRTUAL BOARD MEETING,
<https://us02web.zoom.us/j/81930453774>
CALL IN NUMBER: 1(312) 626-6799, Meeting ID: 819 3045 3774
ON THE 23RD DAY OF SEPTEMBER, 2020 AT 10:30 A.M.**

Vice Chairman Fahnstrom called the meeting to order at 10:30 a.m. Superintendent Selders took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Bob O'Brien, Hanover Park Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romejko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Jay Morgan, South Barrington Park District; Jeff Janda, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Ryan Risinger, Robert Dowling, and Tony LaFrenera

Arrived Late: Ben Curcio, and Mike Clark

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Cathy Splett, Superintendent of Development; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Miranda Woodard, Accounting Manager; Mackenzie Ireland, Lily Moser, Stephanie Habel, Laura Bernard Sandt, Interns.

Introduction of Guests

Vice Chairman Fahnstrom recognized both Mackenzie Ireland and Andrea Griffin for their years of service. Superintendent Hubsch introduced Lily Moser, Stephanie Habel and Laura Bernard Sandt.

Public Comment

None

Approval of Agenda

Vice Chairman Fahnstrom asked for a motion to approve the agenda dated September 23, 2020. Trustee O'Brien made the motion and Trustee Hilgers seconded the motion to approve the agenda dated September 23, 2020. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Approval of Consent Agenda

Vice Chairman Fahnstrom called for a motion to approve the Consent Agenda of September 23, 2020. Trustee Janda made the motion and Trustee Hilgers seconded the motion to approve the Consent Agenda dated September 23, 2020. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Correspondence

None

Staff Reports

Program Report

Superintendent Hubsch shared a story about NWSRA participant Michael Waller, who participated in NWSRA Inclusion and is now the top runner at Palatine High School for Cross Country. He was featured in an online article and by the Daily Herald. He made great strides in NWSRA programs and is now thriving. NWSRA helped him work through his communication skills and socialization.

Marketing and PR Report/Outreach

Superintendent Selders is currently working on promotion of monthly NWSRA programming, new signage at Buffalo Grove and Wheeling programming spaces and virtual tours for the program spaces to be shared at the Celebrate Ability Virtual Gala.

SLSF

Superintendent Splett updated the Board about the Arlington Classic Golf Outing and thanked Trustee Fullerton and her staff for their support. Also discussed was the Women's Golf Outing, which grossed the most amount of revenue since 2009. The Caddy Auction was very successful. Staff are gearing up for the final two golf outings; the Buffalo Grove Golf Classic and the Terrazzo and Marble Supply Companies Golf Outing. The Celebrate Ability Virtual Gala registration information will be sent out during the week of September 28-October 2.

Director's Report

Executive Director Crawford informed the Board that she and Carrie Fullerton appeared on the "Good News in Parks" show sponsored by Playcor, along with other Parks and Recreation Professionals across the country. The ATRA conference is now virtual and has over 500 professionals registered to attend. She is now officially serving as the President-Elect for ATRA. NWSRA received several awards from ATRA, including the Outstanding Professional of the Year Award given to Andrea Griffin, the Organization/Institution Citation given to NWSRA, and the Individual Citation given to Brian Selders. Director Crawford has hosted several Safe Zone Conversations with various organizations, including the Palatine Park District, Glenview Park District, Romeoville Park District, Downers Grove Park District and a Parks and Recreation agency in Ohio. Park Districts have embraced the conversations, and the Diversity Section looks forward to future discussions on issues relating to women, LGBTQ, and Latino communities. A staff member has been identified as positive for COVID-19 at NWSRA.

Precautions have been taken, and Director Crawford is proud of her team's efforts to ensure safety. Mike Clark stated that he has also had positive staff at his Park District, and that contact tracing as well as being as transparent as much as possible is important. Staff have appreciated the ongoing communication. Director Crawford also gave kudos to Superintendent Negrillo for her efforts during this time.

Old Business

Community Sensory Garden at Hanover Park

Superintendent Griffin reported that the Community Sensory Garden at Hanover Park Park District is nearing completion. They will be installing permanent shade and additional shrubberies in the garden. They have made several friends throughout the community, including some volunteers who have assisted in maintaining the garden.

NWSRA Programming Space 4 & 5– Wheeling and Buffalo Grove Update

Superintendent Griffin reported that the Wheeling location is complete and up and running. Director Crawford added that virtual tours will be shared on both spaces once available. The Buffalo Grove space is currently waiting on the arrival of furniture, but programs are running successfully.

Covid 19 Update

At this time, Executive Director Crawford, Superintendent Selders, Superintendent Negrillo, Superintendent Griffin and Superintendent Hubsch presented the COVID-19 Update presentation, outlining all that staff have done during the pandemic including revenue and expenses.

2021 Member District Annual Assessment Approval

Executive Director Crawford stated that all of the MDAA assessment resolutions have been completed. NWSRA is happy to report that 100% of Member Districts approved their MDAA. Vice Chairman Fahnstrom called for a motion to approve the 2021 Member District Annual Assessment. Trustee Morgan made the motion and Trustee Romejko seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

New Business

Postponement of the Printing RFQ

Superintendent Selders reported that due to the uncertainty of returning to providing print copies of the brochure, NWSRA would like to postpone the printing RFQ until 2021 for projects beginning in 2022. Trustee Fletcher asked about sending a postcard to NWSRA participants to get them to the online site with digital information. Superintendent Selders said he would move forward with sending this type of postcard to families. Trustee Talsma asked if any other Park Districts are still printing their brochures. Four Board Members responded that they have gone to strictly digital.

NWSRA 2nd and 3rd Floor Copier RFQ

Superintendent Selders gave an overview of the 2nd and 3rd floor copier results, with a 48 month lease to begin on or after September 28, 2020. Trustee Talsma stated that the pricing provided by Konica Minolta was impressive, and asked about the benefits of leasing versus owning. Superintendent Selders responded that the lease allows for the inclusion of the maintenance contract, printing costs and machine cost to be included in one price, and that the new Konica Minolta OneRate pricing was only available through lease. He also added that a review of the smaller printers was performed to compare OneRate pricing, and due to the quantity of prints from the smaller printers, it made more financial sense to keep the smaller printers on their current plan while moving the 2nd and 3rd floor copiers to the OneRate pricing. Vice Chairman Fahnstrom called for a motion to approve the Copier RFQ as presented. Trustee Talsma made the motion and Trustee Janda seconded the motion. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Information/Action Items

None

Adjournment

After no further business, Vice Chairman Fahnstrom called for a motion to adjourn. Trustee Talsma made the motion and Trustee Fullerton seconded the motion to adjourn the September 23, 2020 meeting at 11:25 am. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Jay Morgan, Jeff Janda, Jan Buchs

NAY: None

The motion carried.

Secretary



Account Statement - Transaction Summary

For the Month Ending **September 30, 2020**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	349,311.30
Purchases	307,666.21
Redemptions	(650,170.63)
Unsettled Trades	0.00
Change in Value	0.00

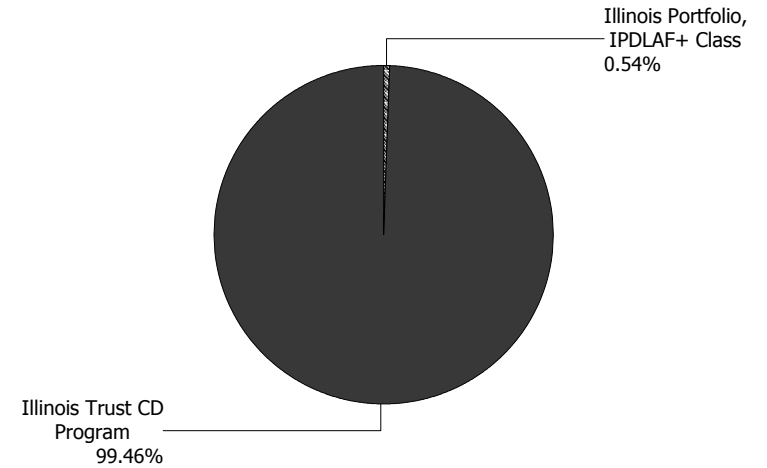
Closing Market Value	\$6,806.88
Cash Dividends and Income	2.34

Illinois Trust CD Program	
Opening Market Value	1,165,000.00
Purchases	400,000.00
Redemptions	(300,000.00)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$1,265,000.00
Cash Dividends and Income	7,511.51

Asset Summary		
	September 30, 2020	August 31, 2020
Illinois Portfolio, IPDLAF+ Class	6,806.88	349,311.30
Illinois Trust CD Program	1,265,000.00	1,165,000.00
Total	\$1,271,806.88	\$1,514,311.30

Asset Allocation





Account Statement - Transaction Summary

For the Month Ending **October 31, 2020**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	6,806.88
Purchases	121,565.19
Redemptions	(120,131.87)
Unsettled Trades	0.00
Change in Value	0.00

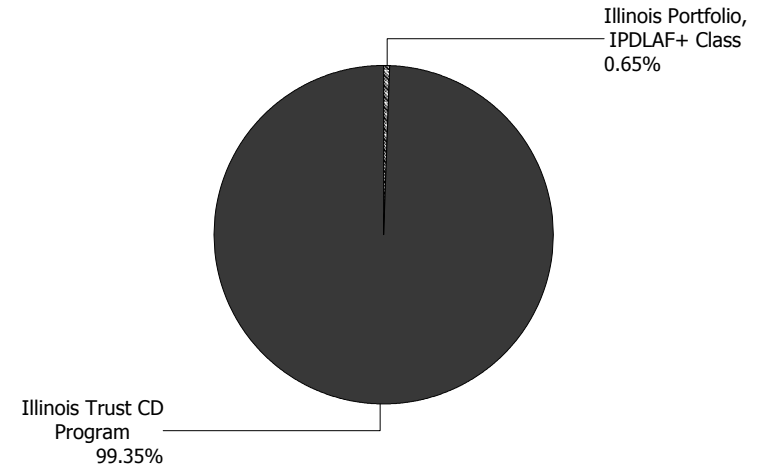
Closing Market Value	\$8,240.20
Cash Dividends and Income	0.26

Illinois Trust CD Program	
Opening Market Value	1,265,000.00
Purchases	120,000.00
Redemptions	(120,000.00)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$1,265,000.00
Cash Dividends and Income	1,564.93

Asset Summary		
	October 31, 2020	September 30, 2020
Illinois Portfolio, IPDLAF+ Class	8,240.20	6,806.88
Illinois Trust CD Program	1,265,000.00	1,265,000.00
Total	\$1,273,240.20	\$1,271,806.88

Asset Allocation



NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW SEPTEMBER 30, 2020

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	BSN CHECKING (Village Bank & Trust)	152,691	400,664	553,356
	OPER/MMA (Village Bank & Trust)	2,072,501	50,851	2,123,352
	IPDLAF	73,945	-	73,945
	FLEX SPENDING CHECKING	6,896	-	6,896
	CASH BANKS	-	3,310	3,310
	TOTAL	<u>\$ 2,306,533</u>	<u>\$ 454,975</u>	<u>\$ 2,761,508</u>
<u>RESERVES: INVESTMENTS</u>				
	BF EDWARDS	\$ -	\$ 1,070,996	\$ 1,070,996
	PFM Asset Management	1,271,807	-	1,271,807
	TOTAL	<u>\$ 1,271,807</u>	<u>\$ 1,070,996</u>	<u>\$ 2,342,802</u>
<u>RESERVES:</u>				
	<u>OPERATING</u>			
	MAX SAFE 1 (Village Bank & Trust)	\$ 1,505,537		\$ 1,505,537
	<u>CAPITAL</u>			
	MAX SAFE 2 (Village Bank & Trust)	474,353		474,353
	TOTAL	<u>\$ 1,979,891</u>		<u>\$ 1,979,891</u>
<u>TOTAL CASH & RESERVES</u>				
	September 30, 2020	<u>\$ 5,558,231</u>	<u>\$ 1,525,971</u>	<u>\$ 7,084,202</u>
 <u>TOTAL CASH & RESERVES</u>				
	September 30, 2019			
	CASH	\$ 1,539,369	\$ 426,353	\$ 1,965,722
	RESERVES - OPER	1,489,152		\$ 1,489,152
	RESERVES - CAP	469,190		\$ 469,190
	RESERVES - INVEST	1,722,749	1,185,025	\$ 2,907,774
		<u>\$ 5,220,460</u>	<u>\$ 1,611,378</u>	<u>\$ 6,831,838</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW OCTOBER 31, 2020

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	BSN CHECKING (Village Bank & Trust)	400,169	395,235	795,404
	OPER/MMA (Village Bank & Trust)	1,594,082	50,852	1,644,934
	IPDLAF	80,001	-	80,001
	FLEX SPENDING CHECKING	4,318	-	4,318
	CASH BANKS	-	-	-
	TOTAL	<u>\$ 2,079,070</u>	<u>\$ 446,236</u>	<u>\$ 2,525,307</u>
<u>RESERVES: INVESTMENTS</u>				
	BF EDWARDS	\$ -	\$ 1,055,171	\$ 1,055,171
	PFM Asset Management	1,273,240	-	1,273,240
	TOTAL	<u>\$ 1,273,240</u>	<u>\$ 1,055,171</u>	<u>\$ 2,328,411</u>
<u>RESERVES:</u>				
	<u>OPERATING</u>			
	MAX SAFE 1 (Village Bank & Trust)	\$ 1,505,663		\$ 1,505,663
	<u>CAPITAL</u>			
	MAX SAFE 2 (Village Bank & Trust)	474,393		474,393
	TOTAL	<u>\$ 1,980,056</u>		<u>\$ 1,980,056</u>
<u>TOTAL CASH & RESERVES</u>				
	October 31, 2020	<u>\$ 5,332,367</u>	<u>\$ 1,501,408</u>	<u>\$ 6,833,774</u>
 <u>TOTAL CASH & RESERVES</u>				
	October 31, 2019			
	CASH	\$ 1,677,336	\$ 268,381	\$ 1,945,717
	RESERVES - OPER	1,491,813		\$ 1,491,813
	RESERVES - CAP	470,029		\$ 470,029
	RESERVES - INVEST	1,722,577	1,202,439	\$ 2,925,016
		<u>\$ 5,361,755</u>	<u>\$ 1,470,820</u>	<u>\$ 6,832,575</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
 BUDGET VS ACTUAL and CASH BALANCE

SEPTEMBER 30, 2020

(A) BUDGET
 VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	654,353	933,119	278,766	447,244	327,942	(119,302)	207,109	605,176	398,067
February	441,027	204,336	(236,691)	483,907	363,031	(120,876)	(42,879)	(158,695)	(115,816)
March	833,725	210,011	(623,714)	494,743	307,203	(187,540)	338,982	(97,192)	(436,174)
April	470,775	184,446	(286,330)	536,656	263,694	(272,961)	(65,880)	(79,249)	(13,368)
May	1,137,649	732,049	(405,601)	478,076	279,158	(198,919)	659,573	452,891	(206,682)
June	691,609	441,629	(249,980)	543,088	289,407	(253,681)	148,521	152,222	3,702
July	82,629	325,285	242,656	570,684	673,109	102,425	(488,055)	(347,824)	140,231
August	390,698	429,301	38,603	692,406	262,869	(429,538)	(301,708)	166,432	468,141
September	175,943	295,518	119,575	498,575	430,905	(67,670)	(322,632)	(135,387)	187,245
October	666,706		(666,706)	554,571		(554,571)	112,135	0	(112,135)
November	493,824		(493,824)	558,390		(558,390)	(64,566)	0	64,566
December	236,569		(236,569)	499,853		(499,853)	(263,285)	0	263,285
TOTAL YTD	4,878,409	3,755,693	(1,122,716)	4,745,379	3,197,318	(1,548,061)	133,030	558,375	425,345

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	5,182,193	605,176	(83,823)	(208,139)	1,650 a.	5,497,057
February	5,497,057	(158,695)	0	4,082	1,255 a.	5,343,698
March	5,343,698	(97,192)	0	4,082	6,916 a.	5,257,504
April	5,257,504	(79,249)	0	4,082	(914) a.	5,181,423
May	5,181,423	452,891	0	3,976	6,128 a.	5,644,418
June	5,644,418	152,222	0	0	49,900 a.	5,846,541
July	5,846,541	(347,824)	0	61	(5,121) a.	5,493,656
August	5,493,656	166,432	0	(61)	6,062 a.	5,666,089
September	5,666,089	(135,387)	0	26,578	1,218 a.	5,558,498
October	5,558,498	0			a.	5,558,498
November	5,558,498	0			a.	5,558,498
December	5,558,498	0			a.	5,558,498

a. FSA Withholding / Payments and collected key security deposits.

NORTHWEST SPECIAL RECREATION ASSOCIATION
BUDGET VS ACTUAL and CASH BALANCE

OCTOBER 31, 2020

(A) BUDGET
VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	654,353	933,119	278,766	447,244	327,942	(119,302)	207,109	605,176	398,067
February	441,027	204,336	(236,691)	483,907	363,031	(120,876)	(42,879)	(158,695)	(115,816)
March	833,725	210,011	(623,714)	494,743	307,203	(187,540)	338,982	(97,192)	(436,174)
April	470,775	184,446	(286,330)	536,656	263,694	(272,961)	(65,880)	(79,249)	(13,368)
May	1,137,649	732,049	(405,601)	478,076	279,158	(198,919)	659,573	452,891	(206,682)
June	691,609	441,629	(249,980)	543,088	289,407	(253,681)	148,521	152,222	3,702
July	82,629	325,285	242,656	570,684	673,109	102,425	(488,055)	(347,824)	140,231
August	390,698	429,301	38,603	692,406	262,869	(429,538)	(301,708)	166,432	468,141
September	175,943	295,518	119,575	498,575	430,905	(67,670)	(322,632)	(135,387)	187,245
October	666,706	53,796	(612,910)	554,571	305,189	(249,382)	112,135	(251,393)	(363,529)
November	493,824		(493,824)	558,390		(558,390)	(64,566)	0	64,566
December	236,569		(236,569)	499,853		(499,853)	(263,285)	0	263,285
TOTAL YTD	5,545,116	3,809,489	(1,735,627)	5,299,950	3,502,507	(1,797,443)	245,166	306,982	61,816

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	5,182,193	605,176	(83,823)	(208,139)	1,650 a.	5,497,057
February	5,497,057	(158,695)	0	4,082	1,255 a.	5,343,698
March	5,343,698	(97,192)	0	4,082	6,916 a.	5,257,504
April	5,257,504	(79,249)	0	4,082	(914) a.	5,181,423
May	5,181,423	452,891	0	3,976	6,128 a.	5,644,418
June	5,644,418	152,222	0	0	49,900 a.	5,846,541
July	5,846,541	(347,824)	0	61	(5,121) a.	5,493,656
August	5,493,656	166,432	0	(61)	6,062 a.	5,666,089
September	5,666,089	(135,387)	0	26,578	1,218 a.	5,558,498
October	5,558,498	(251,393)	0	24,348	1,275 a.	5,332,728
November	5,332,728	0			a.	5,332,728
December	5,332,728	0			a.	5,332,728

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

SEPTEMBER 30, 2020

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	32,896	30,397	(2,499)	8,279	7,300	(979)	24,617	23,097	(1,520)
February	46,429	(6,409)	(52,838)	12,754	24,066	11,312	33,675	(30,475)	(64,150)
March	21,789	(61,976)	(83,766)	82,659	54,029	(28,630)	(60,870)	(116,005)	(55,135)
April	180,918	69,343	(111,575)	36,034	190	(35,845)	144,884	69,153	(75,731)
May	50,283	35,590	(14,693)	130,013	1,232	(128,780)	(79,730)	34,358	114,087
June	35,701	52,034	16,332	39,154	4,720	(34,434)	(3,453)	47,313	50,766
July	198,818	62,440	(136,378)	24,104	75,502	51,397	174,714	(13,062)	(187,776)
August	52,988	69,530	16,542	25,015	19,325	(5,690)	27,973	50,205	22,232
September	55,548	34,988	(20,560)	25,191	13,748	(11,443)	30,357	21,240	(9,117)
October	36,848	(36,848)	(73,696)	182,558	(182,558)	(0)	(145,710)	0	145,710
November	47,628	(47,628)	(95,256)	94,414	(94,414)	(0)	(46,786)	0	46,786
December	26,568	(26,568)	(53,136)	118,873	(118,873)	(0)	(92,304)	0	92,304
TOTAL YTD	675,371	285,936	(389,435)	383,204	200,111	(183,092)	292,167	85,825	(206,342)

(B) CASH BALANCE	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	1,443,749	23,097	-	300	(1,523)	1,465,622
February	1,465,622	(30,475)	-	-	3,029	1,438,177
March	1,438,177	(116,005)	-	-	741	1,322,913
April	1,322,913	69,153	-	-	(326)	1,391,740
May	1,391,740	34,358	-	-	(700)	1,425,398
June	1,425,398	47,313	-	-	524	1,473,235
July	1,473,235	(13,062)	-	-	26	1,460,199
August	1,460,199	50,205	-	-	48	1,510,452
September	1,510,452	21,240	-	-	438	1,532,130
October	1,532,130	-	-	-	-	1,532,130
November	1,532,130	-	-	-	-	1,532,130
December	1,532,130	-	-	-	-	1,532,130

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

NINE MONTHS ENDING SEPTEMBER 30, 2020

	<u>2020</u>			<u>2019</u> <u>PRIOR YR ACTUAL</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER</u> <u>(UNDER)</u>	
<u>REVENUE</u>				
GRANTS	62,000	64,333	(2,333)	\$ 209,350
RESTRICTED FUNDRAISING	18,781	55,850	(37,069)	43,799
RESTRICTED DONATIONS	4,657	10,500	(5,843)	5,996
UNRESTRICTED FUNDRAISING	124,480	178,375	(53,895)	167,975
UNRESTRICTED DONATIONS	41,981	55,000	(13,019)	39,638
INVESTMENT TRANSFER	0	310,000	(310,000)	0
TOTAL REVENUE	<u>251,899</u>	<u>674,058</u>	<u>(422,159)</u>	<u>\$ 466,759</u>
<u>EXPENDITURES</u>				
ADMINISTRATION	19,418	37,662	(18,245)	\$ 26,879
RESTRICTED FUNDRAISING	3,149	11,665	(8,516)	10,450
UNRESTRICTED FUNDRAISING	33,192	51,088	(17,896)	39,201
GRANTS GIVEN	144,353	282,788	(138,436)	151,988
TOTAL EXPENSES	<u>200,111</u>	<u>383,204</u>	<u>(183,092)</u>	<u>\$ 228,518</u>
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	<u>51,788</u>	<u>290,854</u>	<u>(239,067)</u>	<u>\$ 238,240</u>
<u>INVESTMENT INCOME (LOSS)</u>	<u>34,037</u>	<u>1,313</u>	<u>32,724</u>	<u>104,779</u>
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	<u>\$ 85,825</u>	<u>\$ 292,167</u>	<u>\$ (206,342)</u>	<u>\$ 343,019</u>

*includes BF Edwards Investment Income and Interest Income from BAC account

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

OCTOBER 31, 2020

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	32,896	30,397	(2,499)	8,279	7,300	(979)	24,617	23,097	(1,520)
February	46,429	(6,409)	(52,838)	12,754	24,066	11,312	33,675	(30,475)	(64,150)
March	21,789	(61,976)	(83,766)	82,659	54,029	(28,630)	(60,870)	(116,005)	(55,135)
April	180,918	69,343	(111,575)	36,034	190	(35,845)	144,884	69,153	(75,731)
May	50,283	35,590	(14,693)	130,013	1,232	(128,780)	(79,730)	34,358	114,087
June	35,701	52,034	16,332	39,154	4,720	(34,434)	(3,453)	47,313	50,766
July	198,818	62,440	(136,378)	24,104	75,502	51,397	174,714	(13,062)	(187,776)
August	52,988	69,530	16,542	25,015	19,325	(5,690)	27,973	50,205	22,232
September	55,548	34,988	(20,560)	25,191	13,748	(11,443)	30,357	21,240	(9,117)
October	36,848	19,275	(17,573)	182,558	48,137	(134,420)	(145,710)	(28,862)	116,848
November	47,628	(47,628)	(47,628)	94,414	(94,414)	(94,414)	(46,786)	0	46,786
December	26,568	(26,568)	(26,568)	118,873	(118,873)	(118,873)	(92,304)	0	92,304
TOTAL YTD	712,219	305,211	(407,007)	565,761	248,249	(317,513)	146,457	56,963	(89,494)

(B) CASH BALANCE	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	1,443,749	23,097	-	300	(1,523)	1,465,622
February	1,465,622	(30,475)	-	-	3,029	1,438,177
March	1,438,177	(116,005)	-	-	741	1,322,913
April	1,322,913	69,153	-	-	(326)	1,391,740
May	1,391,740	34,358	-	-	(700)	1,425,398
June	1,425,398	47,313	-	-	524	1,473,235
July	1,473,235	(13,062)	-	-	26	1,460,199
August	1,460,199	50,205	-	-	48	1,510,452
September	1,510,452	21,240	-	-	438	1,532,130
October	1,532,130	(28,862)	-	-	(359)	1,502,909
November	1,502,909	-	-	-	-	1,502,909
December	1,502,909	-	-	-	-	1,502,909

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

TEN MONTHS ENDING OCTOBER 31, 2020

	2020			2019 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	62,833	71,805	(8,972)	\$ 215,183
RESTRICTED FUNDRAISING	18,781	56,040	(37,259)	43,802
RESTRICTED DONATIONS	4,657	11,333	(6,677)	6,046
UNRESTRICTED FUNDRAISING	152,699	201,365	(48,666)	188,693
UNRESTRICTED DONATIONS	47,669	60,217	(12,548)	43,758
INVESTMENT TRANSFER	0	310,000	(310,000)	0
TOTAL REVENUE	286,639	710,760	(424,121)	\$ 497,482
<u>EXPENDITURES</u>				
ADMINISTRATION	22,191	42,317	(20,126)	\$ 28,625
RESTRICTED FUNDRAISING	3,149	11,665	(8,516)	10,450
UNRESTRICTED FUNDRAISING	40,174	65,158	(24,984)	53,366
GRANTS GIVEN	182,735	446,622	(263,887)	325,463
TOTAL EXPENSES	248,249	565,761	(317,513)	\$ 417,904
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	38,390	144,999	(106,608)	\$ 79,578
<u>INVESTMENT INCOME (LOSS)</u>	18,572	1,458	17,114	122,983
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 56,963	\$ 146,457	\$ (89,494)	\$ 202,561

*includes BF Edwards Investment Income and Interest Income from BAC account

Northwest Special Recreation Association

Balance Sheet

11/09/20

As of September 30, 2020

Accrual Basis

	<u>Sep 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Govt Ckg II - Flex Spending	6,895.72
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	152,691.17
10700 · IPDLAF+	73,945.36
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,265,000.00
11200 · PFM Investments Hold Account - Other	6,806.88
Total 11200 · PFM Investments Hold Account	<u>1,271,806.88</u>
11500 · VB&T Operating/MM Account	2,072,500.88
11650 · MAX SAFE 1 (Village Bank&Trust)	1,505,537.48
11660 · MAX SAFE 2 (Village Bank&Trust)	474,353.40
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-159.00
11820 · Credit Card - MasterCard	-711.00
11830 · Credit Card - Visa	930.98
11840 · MC/VISA On-Line	-108.00
Total Checking/Savings	<u>5,558,498.37</u>
Accounts Receivable	
12000 · Accounts Receivable	4,330.57
Total Accounts Receivable	<u>4,330.57</u>
Other Current Assets	
12100 · INTEREST RECEIVABLE	27,745.32
12200 · PREPAID EXPENSES	30.35
Total Other Current Assets	<u>27,775.67</u>
Total Current Assets	<u>5,590,604.61</u>
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	637,845.00
13110 · Accum.Depre- Equipment	-242,243.00
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,507,273.00
Total Fixed Assets	<u>1,564,103.00</u>
TOTAL ASSETS	<u><u>7,154,707.61</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	5,516.15
Total Accounts Payable	<u>5,516.15</u>
Credit Cards	
BMO Harris P-Card	29,281.50
Total Credit Cards	<u>29,281.50</u>
Other Current Liabilities	
21100 · Anticipated Refunds - Prog Fees	23,244.45

Northwest Special Recreation Association

Balance Sheet

As of September 30, 2020

11/09/20

Accrual Basis

	<u>Sep 30, 20</u>
21500 · Payroll Liabilities	
21510 · Employee Taxes	20,288.70
21530 · Employee Health Insurance	4,291.06
21540 · IMRF - Employer Portion/Expense	-10,438.75
21550 · EE Contributions - Vol Life Ins	139.30
22100 · EE FSA Depend & Med	11,486.91
22200 · EE 457b Contributions - AFLAC	384.95
22300 · EE 457b Contributions - ICMA RC	1,734.23
Total 21500 · Payroll Liabilities	<u>27,886.40</u>
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	711.52
Total Other Current Liabilities	<u>52,092.37</u>
Total Current Liabilities	<u>86,890.02</u>
Long Term Liabilities	
22500 · ACCRUED VACATION	90,661.00
Total Long Term Liabilities	<u>90,661.00</u>
Total Liabilities	<u>177,551.02</u>
Equity	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	558,375.29
Total Equity	<u>6,977,156.59</u>
TOTAL LIABILITIES & EQUITY	<u><u>7,154,707.61</u></u>

Northwest Special Recreation Association

Balance Sheet

11/09/20

As of October 31, 2020

Accrual Basis

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Govt Ckg II - Flex Spending	4,318.00
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	400,169.44
10700 · IPDLAF+	80,001.08
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,265,000.00
11200 · PFM Investments Hold Account - Other	8,240.20
Total 11200 · PFM Investments Hold Account	<u>1,273,240.20</u>
11500 · VB&T Operating/MM Account	1,594,081.88
11650 · MAX SAFE 1 (Village Bank&Trust)	1,505,663.00
11660 · MAX SAFE 2 (Village Bank&Trust)	474,392.95
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-159.00
11820 · Credit Card - MasterCard	-670.50
11830 · Credit Card - Visa	804.98
11840 · MC/VISA On-Line	72.00
Total Checking/Savings	<u>5,332,728.53</u>
Accounts Receivable	
12000 · Accounts Receivable	4,330.57
Total Accounts Receivable	<u>4,330.57</u>
Other Current Assets	
12100 · INTEREST RECEIVABLE	14,364.20
Total Other Current Assets	<u>14,364.20</u>
Total Current Assets	<u>5,351,423.30</u>
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	637,845.00
13110 · Accum.Depre- Equipment	-242,243.00
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,507,273.00
Total Fixed Assets	<u>1,564,103.00</u>
TOTAL ASSETS	<u>6,915,526.30</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	4,766.43
Total Accounts Payable	<u>4,766.43</u>
Credit Cards	
BMO Harris P-Card	53,599.34
Total Credit Cards	<u>53,599.34</u>
Other Current Liabilities	
21100 · Anticipated Refunds - Prog Fees	21,792.45

Northwest Special Recreation Association

Balance Sheet

11/09/20

As of October 31, 2020

Accrual Basis

	<u>Oct 31, 20</u>
21500 · Payroll Liabilities	
21510 · Employee Taxes	25,231.63
21520 · EE 457B Contributions - NTWD	760.76
21530 · Employee Health Insurance	-9,800.71
21540 · IMRF - Employer Portion/Expense	-10,360.34
21550 · EE Contributions - Vol Life Ins	-16.00
22100 · EE FSA Depend & Med	9,896.75
22200 · EE 457b Contributions - AFLAC	384.95
22300 · EE 457b Contributions - ICMA RC	1,838.94
	<hr/>
Total 21500 · Payroll Liabilities	17,935.98
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	757.70
	<hr/>
Total Other Current Liabilities	40,736.13
	<hr/>
Total Current Liabilities	99,101.90
Long Term Liabilities	
22500 · ACCRUED VACATION	90,661.00
	<hr/>
Total Long Term Liabilities	90,661.00
	<hr/>
Total Liabilities	189,762.90
Equity	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	306,982.10
	<hr/>
Total Equity	6,725,763.40
	<hr/>
TOTAL LIABILITIES & EQUITY	6,915,526.30
	<hr/> <hr/>

Special Leisure Services Foundation

Balance Sheet

As of September 30, 2020

	<u>Sep 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	400,664.44
10400 · Cash Banks	3,310.00
10800 · VB&T MMA	50,850.73
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	-15,666.35
11300 · BENJAMIN EDWARDS - Other	1,086,661.95
Total 11300 · BENJAMIN EDWARDS	<u>1,070,995.60</u>
11800 · Credit Card - American Express	-39.55
11820 · Credit Card - MasterCard	1,378.08
11830 · Credit Card - Visa	4,945.39
11840 · Credit Card - On-Line	-125.00
Total Checking/Savings	<u>1,532,129.69</u>
Other Current Assets	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	1,545.29
Total Other Current Assets	<u>3,545.29</u>
Total Current Assets	<u>1,535,674.98</u>
TOTAL ASSETS	<u>1,535,674.98</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	85,824.56
Total Equity	<u>1,535,674.98</u>
TOTAL LIABILITIES & EQUITY	<u>1,535,674.98</u>

Special Leisure Services Foundation

Balance Sheet

As of October 31, 2020

11/11/20

Accrual Basis

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	395,234.73
10800 · VB&T MMA	50,851.59
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	22,854.22
11300 · BENJAMIN EDWARDS - Other	1,032,316.96
Total 11300 · BENJAMIN EDWARDS	1,055,171.18
11800 · Credit Card - American Express	-39.55
11820 · Credit Card - MasterCard	1,378.08
11830 · Credit Card - Visa	287.89
11840 · Credit Card - On-Line	-125.00
Total Checking/Savings	1,502,908.92
Other Current Assets	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	1,904.21
Total Other Current Assets	3,904.21
Total Current Assets	1,506,813.13
TOTAL ASSETS	<u>1,506,813.13</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	56,962.71
Total Equity	1,506,813.13
TOTAL LIABILITIES & EQUITY	<u>1,506,813.13</u>



BENJAMIN F. EDWARDS & CO.
 INVESTMENTS for GENERATIONS
 One North Brentwood Blvd., Suite 850
 Saint Louis, MO 63105 314-726-1600

* 0030913 02 AB 0.416 02 TR 00187 X220BD05 010000

SPECIAL LEISURE SERVICES
 FOUNDATION
 ATTN TRACEY CRAWFORD
 3000 CENTRAL RD STE 205
 ROLLING MDWS IL 60008-2551



September 1, 2020 - September 30, 2020
 Account Number: ~~XXXXXXXX~~

Your Financial Advisor Is:
 HANSON / FISHER / VANDERLUGT
 (630) 871-2673

Portfolio at a Glance

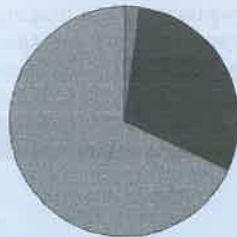
	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,086,272.96	\$1,246,386.20
Withdrawals (Cash & Securities)	0.00	-210,000.00
Dividends, Interest and Other Income	2,808.23	15,330.44
Net Change in Portfolio¹	-18,085.59	19,278.96
ENDING ACCOUNT VALUE	\$1,070,995.60	\$1,070,995.60
Estimated Annual Income	\$16,760.67	

¹ Net Change in Portfolio is the difference between the ending account value and beginning account value after activity.

The Bank Deposits in your account are FDIC insured bank deposits.

FDIC insured bank deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). These bank deposits are covered by the Federal Deposit Insurance Corporation (FDIC), up to allowable limits.

Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
2%	Cash, Money Funds, and Bank Deposits	134,669.15	21,407.99	22,513.11
30%	Fixed Income	407,178.85	319,847.40	320,285.10
68%	Mutual Funds	704,538.20	745,017.57	728,197.39
100%	Account Total (Pie Chart)	\$1,246,386.20	\$1,086,272.96	\$1,070,995.60

Please review your allocation periodically with your Financial Advisor.



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BENJAMIN F. EDWARDS & CO.

INVESTMENTS for GENERATIONS

One North Brentwood Blvd., Suite 850

Saint Louis, MO 63105

314-726-1600

* 0142508 02 AV 0.386 02 TR 00691 X106PD12 000000

SPECIAL LEISURE SERVICES
FOUNDATION
ATTN TRACEY CRAWFORD
3000 CENTRAL RD STE 205
ROLLING MDWS IL 60008-2551



October 1, 2020 - October 31, 2020

Account Number: ~~XXXXXXXX~~

Your Financial Advisor Is:

HANSON / FISHER / VANDERLUGT
(630) 871-2673

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,070,995.60	\$1,246,386.20
Withdrawals (Cash & Securities)	0.00	-210,000.00
Dividends, Interest and Other Income	341.11	15,671.55
Net Change in Portfolio¹	-16,165.53	3,113.43
ENDING ACCOUNT VALUE	\$1,055,171.18	\$1,055,171.18
Estimated Annual Income	\$16,760.85	

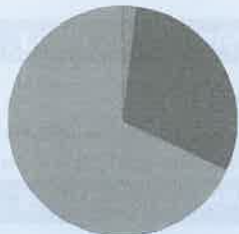
¹ Net Change in Portfolio is the difference between the ending account value and beginning account value after activity.

S 142508 X106PD12 046965

The Bank Deposits in your account are FDIC insured bank deposits.

FDIC insured bank deposits are not securities and are not covered by the Securities Investor Protection Corporation (SIPC). These bank deposits are covered by the Federal Deposit Insurance Corporation (FDIC), up to allowable limits.

Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
2%	Cash, Money Funds, and Bank Deposits	134,669.15	22,513.11	22,854.22
30%	Fixed Income	407,178.85	320,285.10	318,953.45
68%	Mutual Funds	704,538.20	728,197.39	713,363.51
100%	Account Total (Pie Chart)	\$1,246,386.20	\$1,070,995.60	\$1,055,171.18

Please review your allocation periodically with your Financial Advisor.



**Warrant #10
Summary
October 31, 2020**

Administration	Programs	Salary	Liability/Audit/IMRF	ADA/Capital
421000 Prof. Fees	422100 Rent Municipal	424100 Full Time	441000 Liability/PDRMA	450000 ADA Compliance
421100 Office Supply	422200 Rent Commercial	424200 Part Time	442000 Audit	460000 Capital Replacement
421150 Fees	422300 Program Dev.	424300 Payroll Processing	442100 FICA	
421200 Postage	422400 Program Supply	424500 Car Allowance	442200 IMRF	
421300 Phones/Fax	422500 Comm. Trans.			
421400 Conference/Education	422600 Staff Mileage			
421500 Memberships	422700 Trans. Maint.			
421600 Health Insurance	422800 gas/tolls/parking			
421700 Maint./Utilities	422900 Printing			
421800 Rent	423000 Sub./Ads.			
421900 Computers	423100 Public Awareness			
12000 Accounts Receivable				

Total VB&T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)	36,973.21
Total IPDLAF Electronic Accounts Payable (PCARDS) Sept 2020	25,410.31
Total IPDLAF Electronic Accounts Payable (PCARDS) Oct 2020	28,286.38
Total VB&T Business Checking Accounts Payable	289,952.00
	<u>380,621.90</u>

Motion to approve Warrant #10 dated October 31, 2020 totaling

\$380,621.90

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Description	Account	Amount	
IMRF	September 2020	442201	16,963.33	
	September 2020	442202	6,707.87	21540
	September 2020	442203	-	
	September 2020	442204	-	
	September 2020	442205	1,408.86	
			<u>25,080.06</u>	
	IMRF Total		25,080.06	
Excalibur	Invoice - 102079	421906	181.84	
	Invoice - 102494	421905	1,378.78	
	Invoice - 102951	421902	7,699.30	
	Excalibur Total		<u>9,259.92</u>	
Wex Bank	Invoice - Sept 2020	422801	339.43	
		Wex Total	<u>339.43</u>	
ComEd	Svc 08/27 - 9/28	421702	597.82	
Hudson Energy	Svc 08/27 - 9/28	421704	776.12	
Hewlett Packard Fin Svcs	Lease Payment	460001	919.86	
Total Warrant #10 for Electronic Accounts Payable			<u>36,973.21</u>	

Northwest Special Recreation Association
VB Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
BMO Solutions - September 2020			
Smart	421003	Professional Fees	671.80
Smart	421003	Professional Fees	484.53
Smart	421003	Professional Fees	288.46
Active	421103	Office Supplies	88.53
Active	421103	Office Supplies	9.90
Amazon	421105	Office Supplies	33.98
Accurate	421105	Office Supplies	48.00
Paypal	421105	Office Supplies	285.00
Home	421106	Office Supplies	72.62
Authorize	421152	Office Supplies	37.45
Pitney	421202	Office Supplies	465.00
Verizon	421301	Telephone-Fax	598.77
First	421305	Telephone-Fax	519.77
Converged	421305	Telephone-Fax	314.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IAPD	421402	Conference/Education	31.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
IPRA	421402	Conference/Education	40.00
Walker	421405	Conference/Education	43.86
Teachers	421407	Conference/Education	6.90
Blue	421408	Conference/Education	275.00
ATRA	421501	Membership/Certifications	150.00
ATRA	421501	Membership/Certifications	150.00
ATRA	421501	Membership/Certifications	247.50
Blue	421501	Membership/Certifications	150.00
Saharacase	421501	Membership/Certifications	289.99
NCTRC	421504	Membership/Certifications	80.00
NCTRC	421504	Membership/Certifications	80.00
NCTRC	421504	Membership/Certifications	105.00
Nicor	421703	Maintenance/Utilities	53.88
Nicor	421703	Maintenance/Utilities	51.21
Hudson	421704	Maintenance/Utilities	1127.11
Comcast	421706	Maintenance/Utilities	175.78
Concast	421706	Maintenance/Utilities	123.40
Concast	421706	Maintenance/Utilities	193.35
Concast	421706	Maintenance/Utilities	321.64
AT&T	421706	Maintenance/Utilities	83.29
Comcast	421706	Maintenance/Utilities	123.40
Comcast	421706	Maintenance/Utilities	216.91
Amazon	421707	Maintenance/Utilities	50.97
Apple	421905	Computers	0.99
Movavo	421905	Computers	95.52
Movavo	421905	Computers	48.77
Adobe	421905	Computers	14.99
HTC	421905	Computers	12.99
Applicant	421905	Computers	255.55
Walmart	421906	Computers	239.99

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
Amazon	421906	Computers	149.00
Amazon	421906	Computers	119.97
Amazon	421906	Computers	119.97
Walmart	421906	Computers	379.99
Amazon	421906	Computers	22.99
Amazon	421906	Computers	118.79
Home	422301	Program Development	51.12
Home	422301	Program Development	51.12
Ring	422301	Program Development	36.10
Hobby	422301	Program Development	116.50
Amazon	422301	Program Development	51.46
Walmart	422301	Program Development	114.39
Amazon	422301	Program Development	172.74
Target	422301	Program Development	146.95
Chipotle	422301	Program Development	37.66
Amazon	422301	Program Development	50.76
Amazon	422301	Program Development	38.96
Amazon	422301	Program Development	17.98
Amazon	422301	Program Development	84.96
Amazon	422301	Program Development	27.67
Amazon	422301	Program Development	8.99
Amazon	422301	Program Development	16.99
Amazon	422301	Program Development	23.45
Amazon	422301	Program Development	120.16
Amazon	422301	Program Development	49.99
Amazon	422301	Program Development	163.57
Amazon	422301	Program Development	138.08
Amazon	422301	Program Development	21.99
Amazon	422301	Program Development	26.96
Amazon	422301	Program Development	25.98
Hobby	422301	Program Development	158.09
Dollar	422303	Program Development	7.00
Aldi	422303	Program Development	45.18
Aldi	422303	Program Development	14.23
Amazon	422303	Program Development	8.39
Amazon	422303	Program Development	2.78
Amazon	422303	Program Development	43.81
8018 - Walmart	422303	Program Development	24.26
Dollar	422305	Program Development	8.00
Dollar	422305	Program Development	7.00
Dollar	422305	Program Development	7.00
Jewel	422305	Program Development	7.27
Dollar	422305	Program Development	17.00
Dollar	422305	Program Development	23.00
Dollar	422404	Supplies	11.00
Amazon	422406	Supplies	38.19
Flower	422406	Supplies	80.00
Ace	422406	Supplies	43.34
Amazon	422409	Supplies	7.98
Walmart	422409	Supplies	22.94
Amazon	422409	Supplies	21.99
Amazon	422409	Supplies	13.99
Jewel	422409	Supplies	14.09
Ace	422409	Supplies	3.61

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
Pet	422409	Supplies	5.30
Amazon	422409	Supplies	13.99
Amazon	422409	Supplies	14.99
Amazon	422409	Supplies	65.27
Amazon	422409	Supplies	11.99
Amazon	422409	Supplies	18.99
Amazon	422409	Supplies	19.40
Amazon	422409	Supplies	60.43
Amazon	422409	Supplies	15.83
Amazon	422409	Supplies	60.99
Amazon	422409	Supplies	157.55
Amazon	422409	Supplies	20.99
Amazon	422409	Supplies	27.99
Amazon	422409	Supplies	10.21
Amazon	422409	Supplies	153.95
Amazon	422409	Supplies	1.65
Amazon	422409	Supplies	8.89
Amazon	422409	Supplies	11.74
Amazon	422409	Supplies	8.00
Amazon	422409	Supplies	184.85
Amazon	422409	Supplies	6.99
Amazon	422409	Supplies	10.99
Amazon	422409	Supplies	15.85
2900 - Walmart	422409	Supplies	36.85
Walmart	422409	Supplies	33.61
Amazon	422409	Supplies	24.89
Amazon	422409	Supplies	19.98
Amazon	422409	Supplies	68.20
Amazon	422409	Supplies	14.99
Alliance	422411	Supplies	137.96
Amazon	422411	Supplies	30.27
Amazon	422412	Supplies	79.99
Amason	422412	Supplies	215.83
Amazon	422412	Supplies	49.99
Dunkin	422415	Supplies	10.00
Amazon	422418	Supplies	25.98
Amazon	422418	Supplies	36.00
Amazon	422421	Supplies	77.87
Amazon	422421	Supplies	59.08
Amazon	422421	Supplies	62.69
Amazon	422421	Supplies	492.97
Office	422421	Supplies	39.85
Amazon	422421	Supplies	233.71
DGS	422421	Supplies	876.49
Amazon	422421	Supplies	13.99
Ultimate	422421	Supplies	1400.00
Amazon	422421	Supplies	123.83
Ultimate	422421	Supplies	400.00
Amazon	422421	Supplies	123.81
Global	422421	Supplies	81.33
Amazon	422421	Supplies	179.94
Global	422421	Supplies	192.32
Amazon	422421	Supplies	124.99
Amazon	422421	Supplies	7.98

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
Amazon	422421	Supplies	189.98
Jewel	422421	Supplies	277.38
Amazon	422421	Supplies	24.06
Amazon	422422	Supplies	29.98
Amazon	422701	Transporation Maintenance	29.93
Fleetio	422705	Transporation Maintenance	136.80
PB	422901	Printing	369.35
PB	422902	Printing	381.45
Accurate	422904	Printing	299.90
Accurate	422904	Printing	34.62
Konica	422906	Printing	1555.78
Smartsign	422909	Printing	314.73
Smartsign	422909	Printing	399.98
Daily	423108	Public Awareness	141.20
Zoom	423108	Public Awareness	14.99
U of I	423110	Public Awareness	25.00
Indeed	423110	Public Awareness	49.49
Makeshift	424301	Payroll Processing	234.27
Intuit	424301	Payroll Processing	1173.17
Amazon	450022	ADA Compliance	43.48
Bath & Body	450022	ADA Compliance	28.58
Bath & Body	450022	ADA Compliance	56.21
Bath & Body	450022	ADA Compliance	28.58
Webstaurant	460001	Capital Equipment Replacement	817.00
Paypal	460001	Capital Equipment Replacement	400.00
Total Warrant #9 for Electronic Accounts Payable		September 28, 2020	25,410.31

Northwest Special Recreation Association
VB Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
BMO Solutions - October 2020			
IPRA	421103	Office Supplies	66.54
IPRA	421105	Office Supplies	72.87
Dollar tree	421105	Office Supplies	39.20
Dollar tree	421105	Office Supplies	7.33
Dollar tree	421105	Office Supplies	12.74
Jewel Osco	421105	Office Supplies	115.00
IPRA	421106	Office Supplies	79.96
Amazon	421152	Office Supplies	38.70
Meijer	421301	Office Supplies	598.04
ATRA	421304	Office Supplies	522.92
ATRA	421305	Telephone/Fax	314.00
IPRA	421402	Conference/Education	40.00
ATRA	421402	Conference/Education	264.00
Jewel	421402	Conference/Education	264.00
ATRA	421402	Conference/Education	264.00
IPRA	421402	Conference/Education	264.00
Walmart	421402	Conference/Education	264.00
Michaels	421404	Conference/Education	205.00
UPS	421404	Conference/Education	6.00
IPRA	421404	Conference/Education	205.00
Ticket Leap	421404	Conference/Education	-205.00
Zoom	421404	Conference/Education	6.00
IPRA	421406	Conference/Education	14.30
MM FIX Chicago	421406	Conference/Education	26.46
IPRA	421406	Conference/Education	20.92
Amazon	421407	Conference/Education	10.00
Amazon	421407	Conference/Education	264.00
Amazon	421407	Conference/Education	184.75
Amazon	421407	Conference/Education	10.00
Exxon	421407	Conference/Education	99.00
IAPD	421407	Conference/Education	10.00
IAPD	421407	Conference/Education	25.00
IPRA	421407	Conference/Education	41.42
Smart Ceu's	421407	Conference/Education	184.75
Walmart	421408	Conference/Education	150.00
Amazon	421408	Conference/Education	247.50
Amazon	421408	Conference/Education	275.00
Amazon	421408	Conference/Education	275.00
Amazon	421408	Conference/Education	292.50
Amazon	421408	Conference/Education	275.00
IPRA	421501	Memberships/Certifications	275.00
ATRA	421501	Memberships/Certifications	150.00
IL public Health	421501	Memberships/Certifications	150.00
Platt Hill Nursery	421501	Memberships/Certifications	150.00
Amazon	421504	Memberships/Certifications	80.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Jewel	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
IPRA	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421507	Memberships/Certifications	264.00
Amazon	421514	Memberships/Certifications	150.00
Home Depot	421703	Maintenance/Utilities	51.77
National Assn. QIDP	421703	Maintenance/Utilities	54.59
IPRA	421704	Maintenance/Utilities	979.61
Amazon	421706	Maintenance/Utilities	193.35
Amazon	421706	Maintenance/Utilities	216.91
Amazon	421706	Maintenance/Utilities	175.78
Amazon	421706	Maintenance/Utilities	123.40
ATRA	421706	Maintenance/Utilities	279.68
ATRA	421706	Maintenance/Utilities	123.40
Amazon	421707	Maintenance/Utilities	13.99
party city	421905	Computers	0.99
Amazon	421905	Computers	14.99
Amazon	421905	Computers	12.99
Amazon	421905	Computers	10.61
Amazon	421905	Computers	10.61
Amazon	421906	Computers	109.99
Amazon	421906	Computers	53.42
Amazon	421906	Computers	22.99
Amazon	421906	Computers	199.99
Amazon	422110	Rental Municipal	28.28
Amazon	422110	Rental Municipal	68.87
Amazon	422110	Rental Municipal	65.99
Amazon	422301	Program Development	13.99
Amazon	422301	Program Development	25.96
OTC	422303	Program Development	18.00
PayPal	422303	Program Development	35.88
Amazon	422303	Program Development	11.83
Amazon	422303	Program Development	8.13
Amazon	422303	Program Development	22.81
IPRA	422303	Program Development	14.99
ATRA	422303	Program Development	18.94
CPI	422303	Program Development	34.99
Amazon	422303	Program Development	35.50
Amazon	422303	Program Development	43.72
Dollar Tree	422303	Program Development	51.26
Walmart	422303	Program Development	25.99
Amazon	422303	Program Development	64.62

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
IPRA	422305	Program Development	1,060.81
Amazon	422305	Program Development	26.99
Amazon	422305	Program Development	15.00
Amazon	422404	Supplies	42.57
IAPD	422404	Supplies	17.00
Microsoft	422404	Supplies	19.99
PB Payment Services	422404	Supplies	44.98
IAPD	422404	Supplies	28.10
Walgreen's	422404	Supplies	83.19
Smartsign	422404	Supplies	5.00
Authorize.net	422404	Supplies	5.00
First Communications	422404	Supplies	2.20
Daily Herald	422406	Supplies	40.06
Comcast	422406	Supplies	15.43
IAPD	422406	Supplies	93.14
Apple	422406	Supplies	28.20
Comcast	422406	Supplies	27.88
Comcast	422406	Supplies	65.78
Comcast	422406	Supplies	332.61
Verizon	422406	Supplies	37.96
Amazon	422406	Supplies	329.84
Comcast	422406	Supplies	41.62
GMediaWraps	422406	Supplies	-332.61
Amazon	422406	Supplies	31.44
Converged Digital Networks	422406	Supplies	29.29
Amazon	422406	Supplies	71.91
Adobe	422406	Supplies	11.99
Amazon	422406	Supplies	45.98
Comcast	422406	Supplies	20.79
IPRA	422406	Supplies	12.90
PB Payment Services	422406	Supplies	60.09
HTC Corp	422406	Supplies	35.73
Microsoft	422406	Supplies	16.00
Amazon	422406	Supplies	51.15
Amazon	422407	Supplies	209.00
ATRA	422409	Supplies	27.18
ATRA	422409	Supplies	33.08
Starbucks	422409	Supplies	179.76
Amazon	422409	Supplies	136.82
Starbucks	422409	Supplies	27.48
Titan	422409	Supplies	26.65
Amazon	422409	Supplies	45.98
Amazon	422409	Supplies	64.95
Amazon	422409	Supplies	167.98
Amazon	422409	Supplies	34.67
Amazon	422409	Supplies	6.99
Dicks	422409	Supplies	53.60
Dicks	422409	Supplies	22.78
Dicks	422409	Supplies	7.99
Amazon	422409	Supplies	5.97
Dicks	422409	Supplies	16.95
IPRA	422409	Supplies	7.98

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020

Vendor	Account	Account Description	Amount
Amazon	422409	Supplies	214.27
Jewel	422409	Supplies	31.40
Amazon	422409	Supplies	30.20
Dollar Tree	422409	Supplies	129.00
IPRA	422409	Supplies	29.96
Pet Supplies Plus	422409	Supplies	9.99
Amazon	422409	Supplies	31.78
SCARCE	422409	Supplies	5.83
Jewel	422409	Supplies	22.96
Amazon	422409	Supplies	25.75
Amazon	422409	Supplies	21.78
Amazon	422409	Supplies	24.69
IPRA	422409	Supplies	23.93
Amazon	422409	Supplies	2.58
NCTRC	422409	Supplies	18.97
Fed Ex	422409	Supplies	14.99
IPRA	422409	Supplies	10.49
Uber	422409	Supplies	32.30
Dollar Tree	422409	Supplies	25.98
Dollar Tree	422409	Supplies	5.50
IPRA	422409	Supplies	30.57
Dollar Tree	422409	Supplies	1.27
Dollar Tree	422409	Supplies	175.05
Jewel Osco	422411	Supplies	27.49
Dollar Tree	422417	Supplies	43.94
IPRA	422421	Supplies	45.48
Chair one	422421	Supplies	107.97
IPRA	422421	Supplies	319.96
IPRA	422421	Supplies	179.98
IPRA	422421	Supplies	59.85
Amazon	422421	Supplies	317.09
Amazon	422421	Supplies	159.10
Jewel Osco	422421	Supplies	240.52
Amazon	422421	Supplies	68.96
Amazon	422421	Supplies	27.01
IPRA Renewal	422421	Supplies	-27.01
Amazon	422421	Supplies	267.96
Amazon	422421	Supplies	80.97
Pet Supplies Plus	422421	Supplies	29.00
Dollar Tree	422422	Supplies	63.00
IPRA	422422	Supplies	19.00
IPRA Renewal	422422	Supplies	23.75
Amazon	422422	Supplies	40.86
Amazon	422423	Supplies	233.73
Amazon	422423	Supplies	617.85
Makeshift	422423	Supplies	-25.62
Right Networks	422423	Supplies	76.10
Amazon	422423	Supplies	219.47
Nicor	422423	Supplies	282.75
Nicor	422423	Supplies	389.99
Amazon	422701	Transportation Maintenance	190.00
Intuit	422701	Transportation Maintenance	295.11

**Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #10
October 31, 2020**

Vendor	Account	Account Description	Amount
Amazon	422701	Transportation Maintenance	37.98
Amazon	422701	Transportation Maintenance	14.37
Makeshift	422701	Transportation Maintenance	23.99
IL Tollway	422705	Transportation Maintenance	136.80
Shop Pop Displays	422801	Gas/Tolls	26.49
Job Match	422802	Gas/Tolls	88.40
Hudson Energy	422901	Printing	369.35
Amazon	422902	Printing	381.45
Amazon	422909	Printing	42.00
Amazon	422909	Printing	195.40
Amazon	422909	Printing	441.80
Amazon	422909	Printing	506.13
Amazon	422909	Printing	10.50
Fleetio	422909	Printing	102.29
Amazon	423107	Public Awareness	13.41
Amazon	423108	Public Awareness	14.99
Amazon	423108	Public Awareness	141.20
Amazon	423110	Public Awareness	255.55
Amazon	423110	Public Awareness	26.48
Amazon	423110	Public Awareness	69.88
Sams Club	423111	Public Awareness	31.98
Amazon	423111	Public Awareness	37.32
Amazon	423111	Public Awareness	37.32
Walgreens	424301	Payroll Processing	215.90
Dollar Tree	424301	Payroll Processing	17.95
Jewel-Osco	424301	Payroll Processing	1,173.17
Home Depot	424301	Payroll Processing	-4.00
Wal-Mart	450022	ADA Compliance	25.25
IPRA	450022	ADA Compliance	6.00
Total Warrant #10 for Electronic Accounts Payable		October 28, 2020	28,286.38

Northwest Special Recreation Association
VBT Business Checking Accounts Payable
Warrant #10
October 31, 2020

Num	Name	Description	Account	Amount
4984	Dilorenzo, Marisa S	Payroll Check - Void		
4985	Dilorenzo, Marisa S	Payroll Check - Direct Deposit Error		
4986	Pam McVoy	Refund - 2554/1653 Fall 2020 Refund - 2554/1653 Fall 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-81.00 81.00 <u>81.00</u>
4987	Jim Farruggia	Refund - 2580/7350 W/Sp 2020 Refund - 2580/7350 W/Sp 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-261.00 261.00 <u>261.00</u>
4988	Christy Fredrick	Refund - 586/584/2050 Winter 2020 Refund - 586/584/2050 Winter 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-163.00 163.00 <u>163.00</u>
4989	U.S. Postal Service	Postage Refill - 09/04/2020 Postage Refill - 09/04/2020	10600 · VB&T Bus Check 2 421201 · Postage	-1,000.00 1,000.00 <u>1,000.00</u>
4990	Buffalo Grove Park District	Invoice 2753 Invoice 2753	10600 · VB&T Bus Check 2 460001 · Capital Expenses	-192,770.83 192,770.83 <u>192,770.83</u>
4991	Robbins Schwartz	Invoice 873162 Invoice 873162	10600 · VB&T Bus Check 2 421002 · Legal Fees	-50.00 50.00 <u>50.00</u>
4994	Matthew Michael Mele	Invoice - 4hrs 9/8 & 9/15/2020 Invoice - 4hrs 9/8 & 9/15/2020	10600 · VB&T Bus Check 2 422206 · General Programs	-88.00 88.00 <u>88.00</u>
4995	Alexzandra Ramoska	VOID: Reissue Lost Cks 4501 & 4576	10600 · VB&T Bus Check 2	0.00 0.00
4996	Elizabeth Thomas	Reissue 2 Lost Cks 4478 & 4503 Reissue 2 Lost Cks 4478 & 4503	10600 · VB&T Bus Check 2 21700 · Unclaimed Payroll/Property	-39.78 39.78 <u>39.78</u>
4997	Paradise, Michele	Reissue Lost Check 4212 Reissue Lost Check 4212	10600 · VB&T Bus Check 2 21700 · Unclaimed Payroll/Property	-12.76 12.76 <u>12.76</u>
4998	Dan Bailey	Refund 1740/2580 W/S 2020 Refund 1740/2580 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-201.00 201.00 <u>201.00</u>
4999	Dall, Sasha R	Pay Period : 09/07 - 09/20/2020 DD Return Pay Period : 09/07 - 09/20/2020 DD Return	10600 · VB&T Bus Check 2 21700 · Unclaimed Payroll/Property	-46.18 46.18 <u>46.18</u>
5000	Johnson Controls Fire Protection LI	VOID: Invoice 87102557	10600 · VB&T Bus Check 2	0.00 0.00
5001	PDRMA	VOID: Invoice 0920132H	10600 · VB&T Bus Check 2	0.00 0.00
5002	Hanover Park Park District	VOID: Rent Oct 2020	10600 · VB&T Bus Check 2	0.00 0.00

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #10
 October 31, 2020**

Num	Name	Description	Account	Amount
5003	Mt. Prospect Park District	VOID: Invoice 2407 - Oct 2020	10600 · VB&T Bus Check 2	0.00 0.00
5004	Rolling Meadows Park District	VOID: Invoice 20-510	10600 · VB&T Bus Check 2	0.00 0.00
5005	Rolling Meadows Park District	VOID: Invoice 20-0006	10600 · VB&T Bus Check 2	0.00 0.00
5006	Park Central Condo Assn.	VOID: Invoice 910	10600 · VB&T Bus Check 2	0.00 0.00
5007	Bill's Auto & Truck Repair	VOID: Invoices 106826 -107254	10600 · VB&T Bus Check 2	0.00 0.00
5009	Johnson Controls Fire Protection LI	Invoice 87102557 Invoice 87102557	10600 · VB&T Bus Check 2 421701 · Condo Maintenance	-974.36 974.36 <u>974.36</u>
5010	PDRMA	Invoice 0920132H Invoice 0920132H Invoice 0920132H Invoice 0920132H	10600 · VB&T Bus Check 2 421603 · Employer Contributions 21530 · Employee Health Insurance 21550 · EE Contributions - Vol Life Ins	-35,757.14 31,326.78 4,291.06 139.30 <u>35,757.14</u>
5011	Bill's Auto & Truck Repair	Invoices 106826 -107254 Invoice 106826 Invoice 106957 Invoice 106988 Invoice 107254	10600 · VB&T Bus Check 2 422702 · Repair/Maintenance 422702 · Repair/Maintenance 422702 · Repair/Maintenance 422702 · Repair/Maintenance	-8,672.50 1,332.97 4,827.94 1,937.07 574.52 <u>8,672.50</u>
5012	Hanover Park Park District	Rent Oct 2020 Rent Oct 2020	10600 · VB&T Bus Check 2 421803 · HPPD Rental Space	-1,443.00 1,443.00 <u>1,443.00</u>
5013	Mt. Prospect Park District	Invoice 2407 - Oct 2020 Invoice 2407 - Oct 2020	10600 · VB&T Bus Check 2 421804 · MPPD Rental Space	-2,500.00 2,500.00 <u>2,500.00</u>
5014	Rolling Meadows Park District	Invoice 20-510 Invoice 20-510	10600 · VB&T Bus Check 2 421701 · Condo Maintenance	-960.00 960.00 <u>960.00</u>
5015	Rolling Meadows Park District	Invoice 20-0006 Invoice 20-0006	10600 · VB&T Bus Check 2 421802 · RMCC Rental Space	-2,500.00 2,500.00 <u>2,500.00</u>
5016	Park Central Condo Assn.	Invoice 910 Invoice 910	10600 · VB&T Bus Check 2 421801 · Condo Association Fee	-1,065.00 1,065.00 <u>1,065.00</u>
5017	Emily Morgan	Reissue ADP PR Ck # 03095269 3/13/2020 Reissue ADP PR Ck # 03095269 3/13/2020	10600 · VB&T Bus Check 2 21700 · Unclaimed Payroll/Property	-275.35 275.35 <u>275.35</u>
5018	Linda Mancini	Refund 544/545 W/S 2020 Refund 544/545 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-57.00 57.00 <u>57.00</u>
5019	Intuit, Inc.	Item #122 1099 Misc 3 Part Kit 50ct	10600 · VB&T Bus Check 2	-59.49

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #10
October 31, 2020

Num	Name	Description	Account	Amount
		Item #122 1099 Misc 3 Part Kit 50ct	424304 · W2 Processing	59.49
				59.49
5020	Kotsovos, Clariza	CDL Renewal 12132020 CDL Renewal 12132020	10600 · VB&T Bus Check 2 421502 · CDL Reimbursement / Renewal	-30.00 30.00
				30.00
5035	Gary Holub	Refund - 9031 Spr 2020 Refund - 9031 Spr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-300.00 300.00
				300.00
5036	Anita Trzebunia (V)	CTRS Exam Reimb - 7252020 CTRS Exam Reimb - 7252020	10600 · VB&T Bus Check 2 421504 · CTRS Exam / Renewal	-325.00 325.00
				325.00
5037	David Yurik	CTRS Exam Reimb - 01022020 CTRS Exam Reimb - 01022020	10600 · VB&T Bus Check 2 421504 · CTRS Exam / Renewal	-325.00 325.00
				325.00
5038	Brianna M Assad (V)	CTRS Exam Reimb - 06302020 CTRS Exam Reimb - 06302020	10600 · VB&T Bus Check 2 421504 · CTRS Exam / Renewal	-325.00 325.00
				325.00
5039	River Trails Park District	OCR - Oct 2020 OCR - Oct 2020	10600 · VB&T Bus Check 2 422104 · Special Events	-108.00 108.00
				108.00
5040	NCPERS Group Life Insurance	Invoice 5436102020 Invoice 5436102020	10600 · VB&T Bus Check 2 21550 · EE Contributions - Vol Life Ins	-16.00 16.00
				16.00
5041	IPRF	LGBTQt Safe Zone Talk LGBTQt Safe Zone Talk	10600 · VB&T Bus Check 2 421402 · IPRA Conf/Wkshps/Webnrs/Schools	-150.00 150.00
				150.00
5042	PDRMA	Invoice 1020132H Invoice 1020132H Invoice 1020132H Invoice 1020132H	10600 · VB&T Bus Check 2 421603 · Employer Contributions 21530 · Employee Health Insurance 21550 · EE Contributions - Vol Life Ins	-35,088.77 30,658.41 4,291.06 139.30
				35,088.77
5050	South Barrington Park District	Jon Oliveri Sept & Oct 2020 Jon Oliveri Sept & Oct 2020 Jon Oliveri Sept & Oct 2020	10600 · VB&T Bus Check 2 450015 · South Barrington 450015 · South Barrington	-320.00 160.00 160.00
				320.00
5051	Corporate Billing LLC	Acct 612020 Inv 22951316 Acct 612020 Inv 22951316	10600 · VB&T Bus Check 2 422702 · Repair/Maintenance	-3,932.34 3,932.34
				3,932.34
5052	SLSF	Donation - S Kohnke 2645 W 2020 Donation - S Kohnke 2645 W 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	-54.50 54.50
				54.50
Total for Warrant #10 VB&T Business Checking Accounts Payable				289,952.00

**Warrant #11
Summary
November 18, 2020**

Administration	Programs	Salary	Liability/Audit/IMRF	ADA/Capital
421000 Prof. Fees	422100 Rent Municipal	424100 Full Time	441000 Liability/PDRMA	450000 ADA Compliance
421100 Office Supply	422200 Rent Commercial	424200 Part Time	442000 Audit	460000 Capital Replacement
421150 Fees	422300 Program Dev.	424300 Payroll Processing	442100 FICA	
421200 Postage	422400 Program Supply	424500 Car Allowance	442200 IMRF	
421300 Phones/Fax	422500 Comm. Trans.			
421400 Conference/Education	422600 Staff Mileage			
421500 Memberships	422700 Trans. Maint.			
421600 Health Insurance	422800 gas/tolls/parking			
421700 Maint./Utilities	422900 Printing			
421800 Rent	423000 Sub./Ads.			
421900 Computers	423100 Public Awareness			
12000 Accounts Receivable				

Total VB&T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)	12,798.32
Total IPDLAF Electronic Accounts Payable (PCARDS)	-
Total VB&T Business Checking Accounts Payable	8,559.05
	<u>21,357.37</u>

Motion to approve Warrant #11 dated November 18, 2020 totaling

\$21,357.37

Northwest Special Recreation Association
VB T Electronic Accounts Payable
Warrant #11
November 18, 2020

Vendor	Description	Account	Amount
IMRF	October 2020	442201	-
	October 2020	442202	-
	October 2020	442203	-
	October 2020	442204	-
	October 2020	442205	-
	IMRF Total		-
Excalibur	Invoice - 103880	421906	279.95
	Invoice - 103906	421906	3,071.50
	Invoice - 103949	421902	7,699.30
	Excalibur Total		11,050.75
Wex Bank	Invoice -	422801	-
		Wex Total	-
ComEd	Svc 09/28 -10/28	421702	341.11
Hudson Energy	Svc 09/28 -10/28	421704	486.60
Hewlett Packard Fin Svcs	Lease Payment	460001	919.86
Total Warrant 11 for Electronic Accounts Payable			12,798.32

**Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #11
November 18, 2020**

Vendor	Description	Account	Amount
BMO Solutions			
Total Warrant #11 for Electronic Accounts Payable			-

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #11
 November 18, 2020**

Num	Name	Description	Account	Amount
5043	Rolling Meadows Park Dist Inv 134Nov-Jan2020-21		10600 · VB&T Bus Check 2	-91.05
	Inv 134Nov-Jan2020-21		421701 · Condo Maintenance	30.35
	Inv 134Nov-Jan2020-21		12200 · PREPAID EXPENSES	60.70
				<u>91.05</u>
5044	Hanover Park Park District Rent - Nov 2020		10600 · VB&T Bus Check 2	-1,443.00
	Rent - Nov 2020		421803 · HPPD Rental Space	1,443.00
				<u>1,443.00</u>
5045	Rolling Meadows Park Dist Inv 20-0007		10600 · VB&T Bus Check 2	-2,500.00
	Inv 20-0007		421802 · RMCC Rental Space	2,500.00
				<u>2,500.00</u>
5046	Park Central Condo Assn. Inv 911		10600 · VB&T Bus Check 2	-1,065.00
	Inv 911		421801 · Condo Association Fee	1,065.00
				<u>1,065.00</u>
5047	Rolling Meadows Park Dist Inv 20-511		10600 · VB&T Bus Check 2	-960.00
	Inv 20-511		421701 · Condo Maintenance	960.00
				<u>960.00</u>
5048	Mt. Prospect Park District Inv 2407- Nov 2020		10600 · VB&T Bus Check 2	-2,500.00
	Inv 2407- Nov 2020		421804 · MPPD Rental Space	2,500.00
				<u>2,500.00</u>
5049	Priyanka, Prasanna	Payroll Check		
Total for Warrant #11 VB&T Business Checking Accounts Payable				8,559.05

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
Re: Payroll
Date: November 18, 2020

Motion:

A motion to approve Payroll for the following Pay Periods Ending:

1. Pay Period Ending – 09/25/20 - \$77,716.27
2. Pay Period Ending – 10/09/20 - \$80,320.69
3. Pay Period Ending – 10/23/20 - \$77,782.86
4. Pay Period Ending – 11/06/20 - \$77,126.71

**Northwest Special Recreation Association
Payroll Summary
September 25, 2020**

	Sep 25, 20
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Driver	0.00
Driver OT	0.00
General	0.00
General OT	0.00
Inclusion	0.00
Inclusion AH	15.75
Inclusion AH - OT	0.00
Inclusion BG	141.23
Inclusion BG-OT	0.00
Inclusion EG	638.63
Inclusion EG OT	0.00
Inclusion HE	493.00
Inclusion HE OT	0.00
Inclusion HP	311.01
Inclusion HP OT	0.00
Inclusion OT	0.00
Inclusion PH	1,347.20
Inclusion PH OT	0.00
Inclusion RM	634.28
Inclusion RM OT	0.00
Inclusion RT	703.80
Inclusion Sch	1,109.90
Inclusion Sch OT	0.00
Inclusion Training	0.00
Leader	0.00
Leader OT	0.00
Office Support-FT OT	0.00
Specialty Instructor	63.80
Training/Orientation	15.75
Bonus	0.00
Car Allowance	300.00
Total Gross Pay	80,232.25
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,364.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	-8,156.13
Adjusted Gross Pay	72,076.12
Taxes Withheld	
Federal Withholding	-7,199.00
Medicare Employee	-1,122.64
Social Security Employee	-4,800.11
IL - Withholding	-3,539.35
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-16,661.10
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	55,132.42
Employer Taxes and Contributions	
Medicare Company	1,122.64
Social Security Company	4,800.11
IL - Unemployment	0.00
IMRF-FT	8,507.46
Total Employer Taxes and Contributions	14,430.21

TOTAL PAYROLL \$ 77,716.27
 - CHECKS + DIRECT DEPOSITS \$ 55,132.42
 - TAX LIABILITY \$ 22,583.85
 - IL \$ 3,539.35
 - FED \$ 19,044.50



**Northwest Special Recreation Association
Payroll Summary
October 9, 2020**

	<u>Oct 9, 20</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Driver	0.00
Driver OT	0.00
General	0.00
General OT	0.00
Inclusion	0.00
Inclusion AH	10.50
Inclusion AH - OT	0.00
Inclusion BG	157.32
Inclusion BG-OT	0.00
Inclusion EG	738.48
Inclusion EG OT	0.00
Inclusion HE	784.40
Inclusion HE OT	0.00
Inclusion HP	646.24
Inclusion HP OT	0.00
Inclusion OT	0.00
Inclusion PH	1,843.63
Inclusion PH OT	0.00
Inclusion RM	672.53
Inclusion RM OT	0.00
Inclusion RT	705.80
Inclusion Sch	1,020.58
Inclusion Sch OT	0.00
Inclusion Training	10.50
Leader	0.00
Leader OT	0.00
Office Support-FT OT	0.00
Specialty Instructor	116.23
Bonus	0.00
Car Allowance	300.00
Phone/Data Stipend	900.00
Total Gross Pay	82,364.11
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,364.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-295.44
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	-7,868.63
Adjusted Gross Pay	74,495.48
Taxes Withheld	
Federal Withholding	-7,435.00
Medicare Employee	-1,157.74
Social Security Employee	-4,950.07
IL - Withholding	-3,658.59
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-17,201.40
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	57,011.48
Employer Taxes and Contributions	
Medicare Company	1,157.74
Social Security Company	4,950.07
ID - Unemployment	0.10
IL - Unemployment	0.00
IMRF-FT	8,507.46
Total Employer Taxes and Contributions	14,615.37

Total Payroll \$ 80,320.69
 - Checks + Direct Deposits \$ 57,011.48
 - Tax liability \$ 23,309.21
 - IL \$ 3,658.59
 - FED \$ 19,650.62

**Northwest Special Recreation Association
Payroll Summary
October 23, 2020**

	<u>TOTAL</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,453.81
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Driver	0.00
Driver OT	0.00
General	0.00
General OT	0.00
Inclusion	308.70
Inclusion AH	10.50
Inclusion AH - OT	0.00
Inclusion BG	110.60
Inclusion BG-OT	0.00
Inclusion EG	492.19
Inclusion EG OT	0.00
Inclusion HE	554.40
Inclusion HE OT	0.00
Inclusion HP	227.50
Inclusion HP OT	0.00
Inclusion OT	0.00
Inclusion PAL	252.13
Inclusion PAL OT	0.00
Inclusion PH	787.65
Inclusion PH OT	0.00
Inclusion RM	0.00
Inclusion RM OT	0.00
Inclusion Sch	1,398.90
Inclusion Sch OT	0.00
Inclusion Training	0.00
Inclusion WH	67.20
Inclusion WH OT	0.00
Leader	0.00
Leader OT	0.00
Office Support-FT OT	0.00
Specialty Instructor	61.97
Bonus	0.00
Add'l Wages-FT	707.03
Car Allowance	300.00
Total Gross Pay	<u>79,972.35</u>
Deductions from Gross Pay	
457b Plan Emp.	-1,202.83
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,374.73
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-525.44
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	<u>-8,113.95</u>
Adjusted Gross Pay	<u>71,858.40</u>
Taxes Withheld	
Federal Withholding	-7,292.00
Medicare Employee	-1,119.58
Social Security Employee	-4,787.48
IL - Withholding	-3,534.20
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	<u>-16,733.26</u>
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	<u>-282.60</u>
Net Pay	<u>54,842.54</u>
Employer Taxes and Contributions	
Medicare Company	1,119.58
Social Security Company	4,787.48
IL - Unemployment	0.00
IMRF-FT	8,534.28
Total Employer Taxes and Contributions	<u>14,441.34</u>

Total Payroll \$ 77,482.86
 - Checks + Direct Deposits
 - Tax Liability \$ 3,534.20
 - IL
 - FED \$ 19,106.12

\$ 54,842.54
 \$ 22,640.32

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Page 1

Northwest Special Recreation Association Payroll Summary - Per Pay Period

November 6, 2020

	Nov 6, 20
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,453.81
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Driver	0.00
Driver OT	0.00
General	0.00
General OT	0.00
Inclusion	0.00
Inclusion AH	10.50
Inclusion AH - OT	0.00
Inclusion EG	422.44
Inclusion EG OT	0.00
Inclusion HE	381.87
Inclusion HE OT	0.00
Inclusion HP	321.06
Inclusion HP OT	0.00
Inclusion MP	13.83
Inclusion MP OT	0.00
Inclusion OT	0.00
Inclusion PAL	327.21
Inclusion PAL OT	0.00
Inclusion PH	1,188.28
Inclusion PH OT	0.00
Inclusion RM	0.00
Inclusion RM OT	0.00
Inclusion Sch	1,155.25
Inclusion Sch OT	0.00
Inclusion Training	0.00
Inclusion WH	71.05
Inclusion WH OT	0.00
Leader	0.00
Leader OT	0.00
Office Support-FT OT	0.00
Specialty Instructor	131.27
Bonus	0.00
Car Allowance	300.00
Phone/Data Stipend	625.00
Total Gross Pay	79,641.34
Deductions from Gross Pay	
457b Plan Emp.	-1,202.83
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,374.73
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-525.44
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	-8,113.95
Adjusted Gross Pay	71,527.39
Taxes Withheld	
Federal Withholding	-7,175.00
Medicare Employee	-1,114.90
Social Security Employee	-4,767.02
IL - Withholding	-3,512.53
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-16,569.45
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	54,675.34
Employer Taxes and Contributions	
Medicare Company	1,114.90
Social Security Company	4,767.02
IL - Unemployment	0.00
IMRF-FT	8,534.28
Total Employer Taxes and Contributions	14,416.20

Total Payroll \$ 77,126.71
 - Checks + Direct Deposits
 - Tax Liability
 - IL \$ 3,512.53
 - FED \$ 18,938.84

\$ 54,675.34
 \$ 22,451.37

VII. Staff Reports

[Return to Home](#)

To: Tracey Crawford
From: Rachel Hubsch and Andrea Griffin
Re: Program Report, September 2, 2020 – November 8, 2020

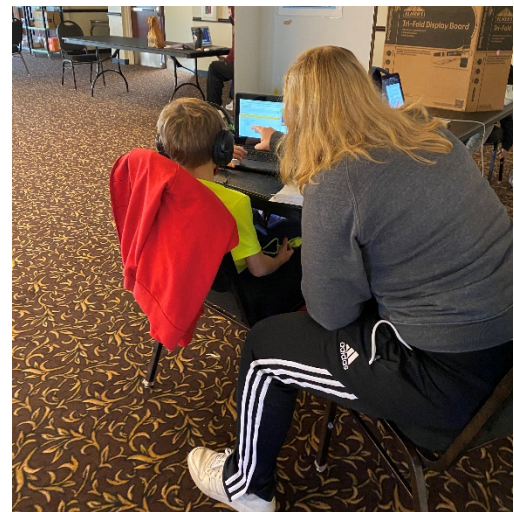
NWSRA Programs and Services

In-person and virtual programming options are shared with NWSRA participants, families and community in a monthly brochure. Staff have created additional and new 1:1 therapeutic programming in addition to virtual programming, which continues to go exceptionally well, thanks to staff technology creativity. We are seeing the return of participants that have not participated in in-person programs for quite some time. Participants are sharing how virtual programming really helping with their mental health issues and loneliness. Activity boxes have increased to 13 different choices. NWSRA staff created a cookbook for purchase that has seen a lot of interested. Club Wellness Fitness focused on 1:1 virtual programs or phone calls that have been added to program offerings, in addition to weekly virtual 1:1 programs or phone calls. In November, a 100 page activity book was published for sale via print or electronically, with the goal of providing activities for participants to keep busy while the holidays approach.

NWSRA Inclusion Services

As E-Learning began for the first time, the Inclusion Team created resources that depicted how to best support an individual within a typical inclusion setting versus an inclusion setting with COVID restrictions in place. As Mid-October approaches, most school districts are offering a hybrid option, shifting from needing only all-day inclusion support to adding before and after care support within NWSRA Member Park Districts.

The Inclusion Team recently presented at a virtual training with Connecting Our Community, on Behavior Management with a focus on proactive measures as well as de-escalation techniques in an effort to manage negative/difficult behaviors as they may arise during a pandemic (for individuals with and without disabilities). Additionally, Inclusion Coordinators Jordan Ross, CTRS and Clariza Kotsovos, CTRS attended the Therapeutic Recreation Leadership Summit and brought back tools and ideas for the team to implement moving forward.



Collaborative Programs

Behavior Team

The PURSUIT Adult Day Program welcomed participants back to program resulting in the behavior team working on additional visual supports to help ease the anxiety of wearing masks. Additional social stories, classes on understanding WHY we wear masks and ways to help them fit unto the new normal.

Special Event Report

On October 3rd, NWSRA participants tied up their running shoes and attended the RTPD Trails Challenge Youth OCR. The event is a 1.25 Mile (2K) Obstacle Course Race. NWSRA participants conquered natural and man-made obstacles such as a sand pit army crawl, a balance beam plank, tunnels, running through the stream, climbing over wood walls, and trying out a slip-n-slide. Six participants and their families completed the race. Our participants enjoyed getting muddy and challenging themselves physically. There were a lot of smiles and laughs throughout the race. The staff and volunteers from River Trails Park District were very accommodating to our group that helped make the event a success for everyone. It was so great to see members of the community, staff, and volunteers interacting and cheering on our participants throughout the race. The event was inclusive and fun for all! The Zurich Fun Fair is a special event that NWSRA has every year on Make a Difference Day. Zurich employees volunteer their time to host this event for NWSRA. Carnival games, pizza, and karaoke are a few of the hits that are involved. Things looked a little different this year but that did not stop the Zurich employees from continuing to make a difference in the lives of NWSRA participants. On October 24th, 13 Zurich staff and their families (including their pets) joined NWSRA's Virtual Fun Fair. The event involved introductions of family pets, personal talents, and karaoke. Participants were thrilled to see their friends from Zurich! Additionally, on October 29th, NWSRA hosted an in person Halloween Trunk or Treat Reverse Parade with the support of the Rolling Meadows Park District. This was truly an inclusive event for our community for people with and without disabilities. All attendees stayed in their vehicles as they drove to each decorated car to receive giveaways and treats. Bach to Rock Music School performed and DJ'd for the event.

Leisure Education Report

The 2020 Leisure Education Program made some changes this year to accommodate online learning at school. NWSRA created a Virtual Leisure Education Program for schools to participate in. The classroom sign up, registration, and payment process were all updated to online jot forms for easy submission. NWSRA full time staff are providing 11 different virtual recreation options for goal based leisure activities such as, martial arts, autism movement therapy, fitness, art, cooking, and more! Twenty classrooms are currently registered to participate in the program, starting in mid-November.

MARKETING & PR REPORT SEPTEMBER/OCTOBER

As a leader in the field of Therapeutic Recreation, NWSRA maximizes public outreach through a variety of endeavors. The following report highlights some of the recent marketing and public relations activities:

MEDIA

DAILY HERALD

- Article on NWSRA Activity Center and Virtual Programs
- Article on Gold Medal Fashion Show
- Article on Skating Championships Invitational

DAILY HERALD BUSINESS LEDGER

- Submitted SLSF information for the Business Ledger Philanthropy Guide

TRIBLOCAL/METROMIX

- Added SLSF events to online calendar of events

MISCELLANEOUS

- Article on NWSRA Virtual Programming posted in Association of Fundraising Professionals (AFP) newsletter
- Article on NWSRA in American Therapeutic Recreation Association (ATRA) Newsletter
- Ongoing ad in Hanover Township newsletter

ONLINE

- NWSRA Trunk or Treat, Zurich Fun Fair and new fundraising events promoted
- New activities uploaded to NWSRA Activity Center
- Monthly Face to Face and Virtual Programming promoted
- A Day of Togetherness promoted
- SLSF Trivia Nights and Dine & Donate promoted
- ADA 30th Anniversary promotions created
- Monthly NWSRA and SLSF Board Update e-newsletters sent

PUBLICATIONS AND FLYERS

- Open House materials created
- Design for 2021 Face to Face and Virtual Brochures
- Promotional materials created for Trunk or Treat and Dine and Donate events
- NWSRA Activity Book created
- New infographics for COVID-19 response
- Monthly Face to Face and Virtual program brochures
- SLSF Golf Outing and Celebrate Ability materials promoted
- Virtual programming and Activity Center materials
- New "Safe Zone Discussion" logo and materials created
- New "Delicious Dishes" recipe book created
- SLSF Trivia Night materials created

MISCELLANEOUS

- New videos created for Celebrate Ability, NWSRA Open House
- Signage/artwork for new program spaces
- Wheeling and Buffalo Grove program spaces technology installed
- Submitted Virtual Programming for Special District Governmental Technology Award
- New Leisure Education video

IN PROGRESS

- NWSRA 2021 Face to Face and Virtual Programming websites/brochure/registration
- Transportation Needs, Accommodations and Obstacles survey next steps
- Database build project
- Various publications and online media
- PowerDMS implementation
- 2021 NWSRA/SLSF materials

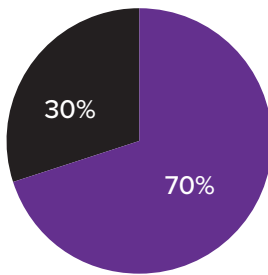


WEBSITE STATISTICS

www.nwsra.org

9,194 TOTAL PAGE VIEWS

4,863 TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1,762 NEW VISITORS

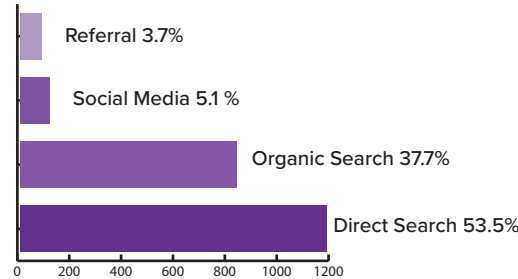
MOST VISITED PAGES

Rank	Page Name	Page Views	Avg. Time Spent
11.	NWSRA Activity Center	4,402	2:42
2.	NWSRA Homepage	3,402	1:18
3.	NWSRA Brochure	815	3:29
4.	NWSRA Staff Contacts	315	2:09
5.	NWSRA Employment Opportunities	180	1:25
6.	NWSRA Coronavirus Updates	152	3:12
7.	NWSRA Day Camps	141	57 sec
8.	NWSRA PURSUIT	121	2:04
9.	NWSRA Staff/Volunteer Portal	118	2:20
10.	About NWSRA	104	1:58

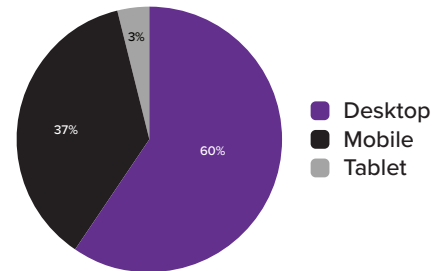
PAGE VIEWS

AVG. TIME SPENT

TOP CHANNELS



DEVICES BEING USED



■ Desktop
■ Mobile
■ Tablet

SOCIAL MEDIA STATISTICS



Post Reach: 21,699
Total Page Likes: 8,930
Post Engagements: 1,663
Page Views: 1,101



Total Followers: 385
Impressions: 7,209
Post Engagements: 373



Post Impressions: 3,498
Post Reach: 2,917
Total Followers: 620
Post Likes: 300

TRENDING POSTS

- NWSRA Virtual and In Person Programming
- PURSUIT Adult Day Program Starts
- Combined Virtual SibShops promotion
- Wheeling & Buffalo Grove Programming Space Photos
- NWSRA Executive Director on "Good News: In Parks!"
- Sensory Garden in Hanover Park



WEBSITE STATISTICS

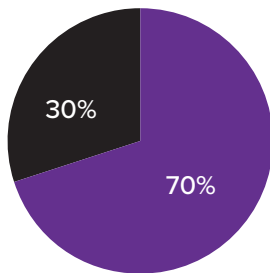
www.nwsra.org

7,990

TOTAL PAGE VIEWS

4,295

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1,535

NEW VISITORS

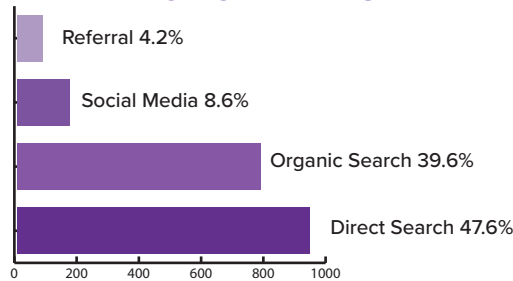
MOST VISITED PAGES

RANK	PAGE	PAGE VIEWS	AVG. TIME SPENT
11.	NWSRA Virtual Programming	2,348	3:26
2.	NWSRA Homepage	2,012	1:11
3.	NWSRA Activity Center	898	2:47
4.	NWSRA Brochure	828	2:52
5.	NWSRA Staff Contacts	319	3:40
6.	NWSRA Employment Opportunities	185	2:29
7.	NWSRA PURSUIT	174	3:12
8.	NWSRA Volunteer Opportunities	168	3:28
9.	NWSRA Staff/Volunteer Portal	113	29 sec
10.	About NWSRA	94	2:37

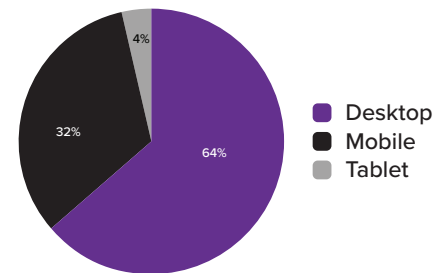
PAGE VIEWS

AVG. TIME SPENT

TOP CHANNELS



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



Post Reach: 34,419
Total Page Likes: 8,915
Post Engagements: 4,605
Page Views: 1,275



Total Followers: 386
Impressions: 5,202
Post Engagements: 202



Post Impressions: 7,287
Post Reach: 6,039
Total Followers: 631
Post Likes: 705

TRENDING POSTS

- NWSRA Trunk or Treat Reverse Parade
- Panera Dine to Donate
- October Activity Box promotion
- Wheeling & Buffalo Grove Programming Space Photos
- Zurich Virtual Fun Fair Special Event
- SLSF Celebrate Ability Gala promotion
- NWSRA receives 3 awards during the ATRA Conference
- Winter Break Camp promotion



Date: November 5, 2020
 To: Tracey Crawford, Executive Director
 From: Cathy Splett, Superintendent of Development
 RE: SLSF Update for the November NWSRA Board Meeting

Sponsorships: Sponsorship dollars are part of the SLSF event budgets. The FY 2020 budgeted amount is \$76,600. To date, \$58,362.34 has been received, which is 76% of its goal with \$1,800 in receivables.

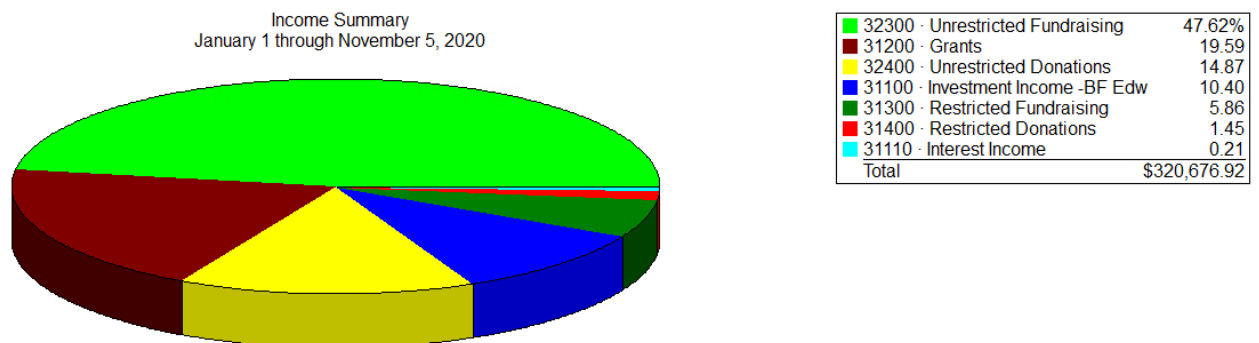
Grants: The FY 2020 Grant budgeted amount is \$86,000 which is lower than the past two years due to the completion of a multi-year grant that SLSF received. To date, SLSF has applied for \$97,240 in grants with \$69,236 approved; some grants are still pending. SLSF is currently working on the IEMA - FEMA Public Assistance (PA) Grant (FEMA PA# 031-UA57Q-00) to submit for 75% reimbursement for NWSRA's PPE expenses.

Events: The FY 2020 Events budgeted amount is \$299,665. The total amount received in event dollars as of November 1st is \$171,480 which is 57% of the budgeted amount. SLSF and the event committees have worked together to offer socially distanced and safe events while still raising funds for our mission. SLSF was able to host 5 out of 6 of their golf events this year; a huge feat in the current environment. State and local guidelines dictated the number of attendees which caused a decrease in revenue. The Celebrate Ability Gala will be held virtually this year with approximately 125 attendees.

Additional Fundraising Campaigns:

Dakota K - proceeds from Fundraiser	\$ 991.00
High Five Campaign	\$ 1,740.00
Moretti's Dine and Earn	\$ 323.85
Virtual Trivia Nights	\$ 715.00
Tap House Golf Fundraiser	\$ 1,200.00
Tee Shirt Fundraiser	\$ 625.00
Popcorn Sales	TBD
	\$5,594.85

Grants to NWSRA: The Board approved a grant to NWSRA in the amount of \$347,500 for FY 2020. At the May meeting, the board approved that the budgeted money will be allocated where needed due to agency needs shifting because of COVID-19. SLSF has granted NWSRA \$51,542.10 in the July and October Asks. SLSF has directly paid \$132,443.62 for the rent at the Wheeling and Buffalo Grove NWSRA programming spaces, RMCC storage and office spaces, furniture for NWSRA programming space in Wheeling, appliances and the Sensory Garden.





ILLINOIS DEPARTMENT OF LABOR

JB Pritzker
Governor

Michael D. Kleinik
Director

October 27, 2020

Ms. Tracey Crawford – Executive Director
Northwest Special Recreation Association
3000 Central Road
Suite 205
Rolling Meadows, IL 60008

RE: Illinois OSHA Complaint No. 1678936

Dear Director Crawford:

On October 23, 2020, Illinois OSHA received a complaint alleging the following health hazard(s) related to **coronavirus (COVID-19)** at your worksite located at:

3000 Central Road Suite 205
Rolling Meadows, IL 60008

Alleged Hazard(s):

Employer has not been disclosing when an employee has tested positive with COVID-19 until days later. Approx. 6 people have tested positive, and the staff is expected to resume regular duties, even if directly exposed to those 6 people. The employer refuse to close down and offer options to work from home during an exposure/quarantine period. Certain employees are required to quarantine after traveling to different states or participating in events, while others are not required, with similar circumstances. The employees at NWSRA are forced to work regardless of exposure, which in turn, leads to exposing high risk participants within each program. NWSRA has not been consistent in cleaning and disinfecting and have not enforced exposure protocols, putting all lives at risk.

Based on this complaint, we are conducting an off-site investigation. We do not intend to initiate an on-site inspection at this time. As part of the off-site investigation, you are requested to perform a self-audit of the alleged hazardous conditions and make any necessary corrections or modifications to protect employee health within **five business days** of the date of this letter.

Michael A Bilandic Building
160 North LaSalle, Suite C-1300
Chicago, Illinois 60601-3150
(312) 793-2800
Fax: (312) 793-5257

Springfield Office
900 South Spring Street
Springfield, Illinois 62704-2725
(217) 782-6206
Fax: (217) 782-0596

Regional Office Building
2309 West Main Street, Suite 115
Marion, Illinois 62959
(618) 993-7090
Fax: (618) 993-7258

Also, within **five business days**, please provide the results of your self-audit and attach any supporting documentation of your findings. Send your written response to DOL.Safety@Illinois.gov. Please reference the complaint number included in the heading of this letter. There is no penalty for finding deficiencies; you must however correct those deficiencies to ensure employee health and compliance with our regulations.

Please include a description of any corrective action you have taken or are in the process of taking. Attach any supporting documents such as written policies, equipment receipts, training records, photographs, and written programs.

Please consult OSHA publication, “Guidance on Preparing Workplaces for COVID-19”, find the sections relevant to your work operations, and follow the guidelines and requirements from OSHA.

- Guidance on Preparing Workplaces for COVID-19 - <https://www.osha.gov/Publications/OSHA3990.pdf>

Additional information about COVID-19 can be found at:

- State of Illinois – <https://www2.illinois.gov/sites/coronavirus/Pages/default.aspx>
- OSHA – <https://www.osha.gov/SLTC/covid-19/>
- CDC – <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- IDPH - <https://www.dph.illinois.gov/covid19>

If you provide a satisfactory response, we will not conduct an on-site inspection. If we do not receive a response from you within **five business days** indicating that appropriate action has been taken or that no uncontrolled hazard exists, an on-site inspection may be conducted.

You are requested to post a copy of this letter and your response to it in a readily accessible location for review by all employees until Illinois OSHA deems the case closed.

Please note, Section 110 of the Illinois Occupational Safety and Health Act prohibits any person from discharging or in any manner retaliating against any employee because the employee has complained about unsafe or unhealthful working conditions or exercised other rights under the Act. If an employee believes that he or she was discharged or otherwise discriminated against as a result of filing a complaint, the employee may file a complaint with the Illinois Department of Labor. Employers with effective safety and health programs recognize that employees who raise occupational health concerns are valuable because they can alert them to potential deficiencies in their programs and lead to improvements in the health of staff.

If you have questions regarding this matter, please contact Illinois OSHA by phone at 217-782-9386 or by email at DOL.Safety@Illinois.gov. Please reference the complaint number in the heading of this letter. Your personal support and interest in the safety and health of your employees is appreciated.

Sincerely,

Illinois OSHA



We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

November 2, 2020

Illinois Department of Labor
Illinois OSHA Department

Re: Illinois OSHA Complaint No. 1678936

To Whom It May Concern:

I am writing in response to the October 27, 2020 letter to Tracey Crawford at Northwest Special Recreation Association (“NWSRA”) regarding the above referenced matter. NWSRA received this letter by email on October 28, 2020. The letter describes alleged health hazards at NWSRA’s worksite in relation to coronavirus (COVID-19).

NWSRA takes any potential hazard to the well-being of its employees very seriously and, as detailed below, has developed and followed protocols recommended by the Centers for Disease Control and Prevention (“CDC”), the Illinois Department of Public Health (“IDPH”) and the Cook County Public Health Department (“CCDPH”) in order to maintain a safe and healthy environment in the workplace in response to COVID-19. NWSRA will take necessary measures to correct any concerns identified during the investigation of complaints. The following are NWSRA’s responses to all of the issues presented in the letter from Illinois OSHA:

Hazard Descriptions

1. *Employer has not been disclosing when an employee has been tested positive with Covid-19 until days later.*

In compliance with CDC, IDPH and CCDPH guidelines, as well as in compliance with HIPAA regulations on maintaining the confidentiality of names of employees who have tested positive for COVID-19, NWSRA has developed the following process for informing employees when a co-worker has tested positive for COVID-19: :

- Immediately, NWSRA:
 - Informs all employees via email that a positive case has been confirmed within the office;
 - The infected employee is instructed to remain at home to begin a 14-day self-quarantine period, or such period as required by the individual’s healthcare provider and applicable CDC and IDPH guidance, and given the option to telework or take time off as detailed in Section 3 of this letter.;
 - Sanitizes common areas contacted by the infected employee; and
 - Commences contact tracing procedures, according to CDC, IDPH and CCDPH guidelines.

An extension of the local park districts serving

Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

- NWSRA notifies those employees who have been in close contact with the infected employee and the same protocols as outlined in Sections 1 and 2 of this letter are followed, including but not limited to requiring the identified employees to contact their healthcare provider in order to be tested for COVID-19 or self-quarantine for 14 days, or such period as required by the individual's healthcare provider and applicable CDC and IDPH guidance.
- NWSRA serves the recreational needs of children and adults with disabilities. Due to the nature of NWSRA programs and services, we determine as part of our contact tracing process whether the infected person came in close contact with NWSRA participants and if so, as part of this process, will notify CCDPH of the same.
- NWSRA notifies NWSRA program participants and/or parents/guardians that the participant may have come in close contact with an infected employee within the last 14 days.
- Participants who have had close contact with an infected employee will be instructed to leave the NWSRA program/facility immediately (NWSRA will isolate the individual if the participant cannot leave immediately) or remain at home if already there and contact his or her healthcare provider for medical advice. NWSRA will require a negative test or doctor's written return to program clearance prior to returning a self-quarantining patron to a NWSRA program/facility. To date, there have been no cases of infected employees working directly with program participants.
- A follow up email (if required) notifies staff that contact tracing has been concluded and that all individuals who may have come in close contact with the infected employee have been notified and directed to follow the established NWSRA COVID protocols, as detailed below in Section 2 of this letter.

In all cases, once NWSRA receives confirmation of a positive test, NWSRA's response time and subsequent communication to employees has never exceeded one business day. NWSRA's communication to staff that a fellow employee is infected cannot occur, however, until NWSRA is notified by the employee of the positive test. Some employees take a rapid test, some go through their doctor, and others visit a state testing facility. The turn-around time for test results from these different sources shortens or increases the time between infection and NWSRA notification to employees and participants, if applicable.

2. *Approx. 6 people have tested positive and the staff is expected to resume regular duties, even if directly exposed to those 6 people.*

To date, NWSRA has 4 confirmed cases of COVID-19 among its employees. At no time has any employee been informed that they must return to work once they have identified or have been identified as potentially being exposed to COVID-19. In each instance, NWSRA has adhered to the following protocols:

- Once NWSRA is informed that an employee may have been exposed to COVID-19 or begins showing symptoms, the employee is immediately sent home (or the employee will self-isolate away from other employees if it is not possible to send the employee home immediately).
- A phone conversation is held with the employee to commence contact tracing and to recommend contacting his or her healthcare provider regarding the symptoms and to be screened for COVID-19.
- All employees who were identified as being in close contact with the potentially infected employee are contacted immediately to inform them of possible exposure. Employees

are assured that they will be informed of the results of the COVID-19 test as soon as information is available and will telework pending the test results.

- If the potentially infected employee or an employee with symptoms takes the test for COVID-19:
 - **If the test is negative**, the employee may return to work upon receipt of return to work documentation from the employee's healthcare provider, demonstrating that the employee was not diagnosed with COVID-19 and, if the employee exhibited symptoms, giving another explanation for the symptoms. NWSRA will inform those determined to have had close contact with the employee of the negative results. At this point, those who had close contact may return to work.
 - **If the test is positive**, the infected employee will self-quarantine for 14 days, or such period of time recommended by the employee's healthcare provider and applicable CDC and IDPH guidance. Those determined to have had close contact with the infected person are re-contacted and informed of the positive result. Those employees are then required to stay at home and contact their healthcare provider and the same protocols as outlined in this section are followed.
- If the potentially infected employee elects not take the test, the employee is informed that he/she must quarantine for 14 days after the last date of contact exposure before returning to work. Those identified during contact tracing are informed that a test will not be taken, and that they are required to either take the test or quarantine for 14 days after the last date of contact exposure prior to returning to work.
- Pending the test results and during any quarantine period, the employee will telework if he or she is able and if not, the employee will take time off, as outline in Section 3 of this letter.

3. *The employer refuse to close down and offer options to work from home during an exposure/quarantine period.*

All employees that have COVID-19 symptoms or have been identified as potentially being exposed are immediately sent home and are not allowed to return to a work site without a negative test result or quarantining for 14 days.

If the employee is sent home and/or must quarantine for 14 days, employees are provided with the following options:

1. Telework from home;
2. Use any remaining FFCRA leave time available; or
3. Use any of their own accrued time, if they are unable to work due to symptoms.

At no time has NWSRA experienced multiple exposures simultaneously. Therefore, closing the office has not been necessary.

4. *Certain employees are required to quarantine after traveling to different states or participating in events, while others are not required, with similar circumstances.*

In order to maintain a safe and healthy workplace, NWSRA has implemented a policy requiring all employees to notify NWSRA of any travel plans outside of Illinois, providing the destination of travel. This policy was communicated to all employees prior to returning to the office in June.

Once this information is received, Human Resources reviews and determines the risk based on current guidelines set forth by Village of Rolling Meadows, Cook County, IDPH, and CDC. For example, NWSRA regularly consults CCDPH, IDPH and CDC guidelines to determine those states and countries considered a COVID-19 hot zone or area of high risk and if quarantine is recommended. NWSRA regularly updates and communicates this list of states and countries to employees. Based on these guidelines, a determination is made on a case-by-case basis as to whether the employee will be required to quarantine once he or she returns.

Application of this process has resulted in different outcomes for travelling employees. Unfortunately, NWSRA must enforce different outcomes for travelling employees to comply with law. The legal requirements are intended to lower risk and promote safety among employees.

5. *The employees at NWSRA are forced to work regardless of exposure, which in turn, leads to exposing high risk participants within each program.*

To date, NWSRA has received no positive cases for employees that work in NWSRA programs. All four confirmed cases have been office employees who have not worked at programs or interacted with NWSRA participants. We would be happy to review any information to the contrary from the complainant or the Department.

For all four cases, the individuals self-quarantined for 14 days, or such period of time recommended by the employee's healthcare provider and applicable CDC and IDPH guidance and the protocols discussed above were followed.

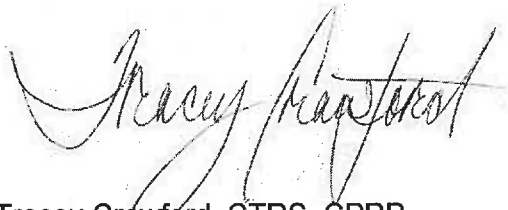
6. *NWSRA has not been consistent in cleaning and disinfecting and have not enforced protocols, putting all lives at risk.*

A Return to Work Process has been implemented for all employees in the office and work sites. This information was presented to all employees prior to returning to the office in June and shared on multiple occasions since the beginning of the Illinois Stay at Home Order. The process is also posted publicly and available to all employees at any time on the NWSRA website at <https://www.nwsra.org/coronavirus>.

Attached you will find a few excerpts from the Return to Work Policy, specifically pertaining to cleaning and disinfecting at NWSRA facilities and spaces.

If you have any additional questions or concerns, please do not hesitate to contact us.

Sincerely,



Tracey Crawford, CTRS, CPRP
Executive Director
Office: (847)392-2848
tcrawford@nwsra.org

COVID - EXPLAINED

AN INFORMATIONAL DISCUSSION

GOAL FOR TODAY

Ensure all are aware of:

- What we do per case
- How we follow procedure
- When we do things
- Why we share what we do
- Review comments left in suggestion box

REVIEW STEPS IN A CASE

- 1) Sent home immediately
- 2) Called to conduct contact tracing
- 3) Determine if employee is taking a test or quarantining
- 4) Common areas sanitized, work area not touched.
- 5) Inform those identified in contract tracing of possible exposure
- 6) Those identified are sent home
- 7) Those identified are told they will be contacted once test result are back and they will need to quarantined
- 8) If negative test on initial employee all return to work
- 9) If Positive test, employee must quarantine. Those identified are given results and given same option of test or quareninte
- 10) Email goes out to the team that a positive test has been confirmed.

WHAT HAPPENS DURING CONTACT TRACING?

Employee is asked to breakdown the last week they were in the office and/or at programs.

Example: Found out possibly exposed on Friday afternoon.

Call Includes:

- what did you do on Friday
- who's office/area's did you go to
- Who did you speak with in-person
- Any in-person meetings
- In-person programs you attended
- Who were you in contact with at programs
- All these questions asked over for each day back to Monday

OPTIONS AVAILABLE

Test – you can test anytime. It is your choice. If you take a test you must Quarantine

Quarantine – Is 14-days minimum

Everyone is able to work from home during quarantine

If unable to work, you can use your emergency sick leave or personal time

CLEANING

- ❖ Office is cleaned daily by park district
- ❖ Fron office cleans high touch points daily
- ❖ Everyone is cleaning their areas each day
- ❖ We have small misters coming and will be working out a plan to use them in the office

How does the CDC recomend handeling a space that had someone who was possibly exposed?

Suggestion Box Comment: The entire office should be deep cleaned after COVID positive cases.

THOSE IDENTIFIED IN CONTACT TRACING.....

They are immediately informed once identified

They can wait for the results of the possibly exposed employee and quarantine

Or go for a test themselves

Result of either will allow them to return to work

TEST RESULTS

If negative from initial employee:

All employees involved are able to return to work

If positive - Initial employee must quarantine from day of test for 14-days.

Those identified in contact tracing:

If they have gone for a test quarantine until they receive their results

If not they go for a test or continue to quarantine.

COMMUNICATION

As mentioned:

All those identified during contact tracing are contacted immediately

If a positive result comes back on anyone involved, an email is sent out to the entire team.

Legally what can we share with those not directly involved in the possible exposure?

Suggestion box comment: Be transparent about Covid, this is our lives you are playing with. Be fair and stop hiding information.

PPE – PERSONAL PROTECTIVE EQUIPMENT

What is available to everyone.....

- ✓ Masks
- ✓ Face shields
- ✓ Gloves
- ✓ Gowns/ponchos
- ✓ Hand sanitizer

Suggestion Box Comment: Staff should be fitted for N-95 masks and be required to wear them in the office as well as at programs.

OPEN DOOR

The Administrative Team is here to talk through any concerns or issues you have. Talk with whomever you are comfortable with at anytime.

OTHER ALLEGATIONS

A hazard report was filed with the OSHA through the Department of Labor

The complaint and response will be posted in the office for all to review

VIII. Old Business

[Return to Home](#)

2020 for 2021 NWSRA Health Benefits Survey

2. Who is your health care provider?	
Member Park District	Health Care Provider
Arlington Heights Park District	Cigna
Bartlett Park District	
Buffalo Grove Park District	Blue Cross Blue Shield
Elk Grove Park District	United Health Care
Hanover Park Park District	PDRMA
Hoffman Estates Park District	
Inverness Park District	No Benefits no Full Time Staff
Mount Prospect Park District	BCBS
Palatine Park District	UHC-PPO, BCBS-HMO, Dental-MetLife, Vision-Eyemed
Prospect Heights Park District	PDRMA
River Trails Park District	
Rolling Meadows Park District	PDRMA
Salt Creek Park District	United Healthcare
Schaumburg Park District	
South Barrington Park District	United Healthcare
Streamwood Park District	PDRMA
Wheeling Park District	PDRMA

3. Do you offer vision and dental benefits?		
Member Park District	Yes	No
Arlington Heights Park District	X	
Bartlett Park District		
Buffalo Grove Park District	X	
Elk Grove Park District	X	
Hanover Park Park District	X	
Hoffman Estates Park District		
Inverness Park District		
Mount Prospect Park District	X	
Palatine Park District	X	
Prospect Heights Park District	X	
River Trails Park District		
Rolling Meadows Park District	X	
Salt Creek Park District	X	
Schaumburg Park District		
South Barrington Park District	X	
Streamwood Park District	X	
Wheeling Park District	X	

2020 for 2021 NWSRA Health Benefits Survey

4. How do you offer your dental and vision benefits?

A. Your Dental and Vision benefits are bundled with your health insurance?

Member Park District	Yes	No	Other
Arlington Heights Park District		X	
Bartlett Park District			
Buffalo Grove Park District		X	
Elk Grove Park District		X	
Hanover Park Park District		X	
Hoffman Estates Park District			
Inverness Park District			
Mount Prospect Park District			we offer dental benefits, we offer VSP vision - discount program
Palatine Park District		X	
Prospect Heights Park District		X	
River Trails Park District			
Rolling Meadows Park District		N	
Salt Creek Park District	X		
Schaumburg Park District			
South Barrington Park District	X		
Streamwood Park District		X	
Wheeling Park District		X	

4. How do you offer your dental and vision benefits?

B. Vision and Dental benefits are offered as a separate option?

Member Park District	Yes	No	Other
Arlington Heights Park District	X		
Bartlett Park District			
Buffalo Grove Park District	X		
Elk Grove Park District	X		
Hanover Park Park District	X		
Hoffman Estates Park District			
Inverness Park District			
Mount Prospect Park District			
Palatine Park District	X		
Prospect Heights Park District	X		
River Trails Park District			
Rolling Meadows Park District	X		
Salt Creek Park District	X		
Schaumburg Park District			
South Barrington Park District			
Streamwood Park District	X		
Wheeling Park District	X		

2020 for 2021 NWSRA Health Benefits Survey

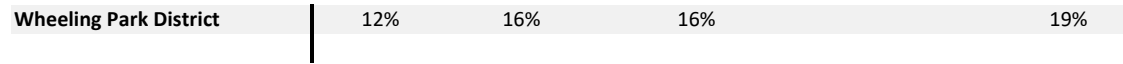
5. What is the % that your employees contribute to their health insurance?					HMO
Member Park District/SRA	%EE	%EE+ child	%EE +1	%EE+2 or more	%family
Arlington Heights Park District	13%	16%	16%	16%	16%
Bartlett Park District					
Buffalo Grove Park District	5%	8%	9%	8%	12%
Elk Grove Park District	10%	25%	25%	25%	25%
Hanover Park Park District	0%	0%	0%	0%	0%
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District	N/A	N/A	N/A	N/A	N/A
Palatine Park District	15%	18%	18%	18%	19%
Prospect Heights Park District	10%	10%	10%	10%	10%
River Trails Park District					
Rolling Meadows Park District	10%	25%	25%	25%	25%
Salt Creek Park District	12%		16%		16%
Schaumburg Park District					
South Barrington Park District	8%	8%	8%	8%	8%
Streamwood Park District	0%	0%	0%	0%	0%
Wheeling Park District	10%	15%	15%		18%

Employee pays flat rate for PPO Coverage.
 Employee \$50/month - Employee+1
 \$100/month - Employee+family
 \$150/month

5. What is the % that your employees contribute to their Health insurance? PPO					
Member Park District/SRA	%EE	%EE+child	%EE+1	%EE+2 or more	%family
Arlington Heights Park District	13%	16%	16%	16%	16%
Bartlett Park District					
Buffalo Grove Park District	10%	12%	13%	12%	17%
Elk Grove Park District	10%	25%	25%	25%	25%
Hanover Park Park District	0%	0%	0%	0%	0%
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District	14%	10%	11%	10%	10%
Palatine Park District	15%	18%	18%	18%	19%
Prospect Heights Park District	11%	15%	15%	15%	20%
River Trails Park District					
Rolling Meadows Park District	10%	25%	25%	25%	25%
Salt Creek Park District	12%		16%		16%
Schaumburg Park District					
South Barrington Park District	8%	8%	8%	8%	8%
Streamwood Park District	3%	3%	3%	3%	3%

Employee pays flat rate for PPO Coverage.
 Employee \$50/month - Employee+1
 \$100/month - Employee+family
 \$150/month

2020 for 2021 NWSRA Health Benefits Survey



2020 for 2021 NWSRA Health Benefits Survey

6. What are your employee's deductible amounts?		HMO			
Member Park District/SRA	\$EE	\$EE+ child	\$EE +1	%EE+2 or more	\$family
Arlington Heights Park District	\$0	\$0	\$0	\$0	\$0
Bartlett Park District	\$0	\$0	\$0	\$0	\$0
Buffalo Grove Park District	\$0	\$0	\$0	\$0	\$0
Elk Grove Park District	\$0	\$0	\$0	\$0	\$0
Hanover Park Park District	\$0	\$0	\$0	\$0	\$0
Hoffman Estates Park District	\$0	\$0	\$0	\$0	\$0
Inverness Park District	\$0	\$0	\$0	\$0	\$0
Mount Prospect Park District	\$0	\$0	\$0	\$0	\$0
Palatine Park District	\$0	\$0	\$0	\$0	\$0
River Trails Park District	\$0	\$0	\$0	\$0	\$0
Prospect Heights Park District	\$0	\$0	\$0	\$0	\$0
Rolling Meadows Park District	\$0	\$0	\$0	\$0	\$0
Salt Creek Park District	\$0	\$0	\$0	\$0	\$0
Schaumburg Park District	\$0	\$0	\$0	\$0	\$0
South Barrington Park District	\$0	\$0	\$0	\$0	\$0
Streamwood Park District	\$0	\$0	\$0	\$0	\$0
Wheeling Park District	\$0	\$0	\$0	\$0	\$0

6. What are your employee's deductible amounts? PPO in/PPO out					
	\$EE	\$EE+child	\$EE+1	%EE+2 or more	\$family
Arlington Heights Park District	1,500/3,500	2,000/7,000	3,000/10,000	3,000/10,000	3,000/10,000
Bartlett Park District					
Buffalo Grove Park District	3,500/7,000	7,000/10,000	7,000/10,000	7,000/10,000	7,000/10,000
Elk Grove Park District	500/5,000				1,000/10,000
Hanover Park Park District	1,500/2,500	2,500/5,000	2,500/5,000	3,500/7,500	3,500/7,500
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District	2,500/5,000	5,000/10,000	5,000/10,000	5,000/10,000	5,000/10,000
Palatine Park District	1,500/5,000	3,000/10,000	3,000/10,000	3,000/10,000	3,000/10,000
River Trails Park District					
Prospect Heights Park District	1,500/3,000	3,000/6,000	3,000/6,000	4,500/9,000	4,500/9,000
Rolling Meadows Park District	500	1,000	1,000	1,500	1,500
Salt Creek Park District	1,500/5,000				3,000/10,000
Schaumburg Park District					
South Barrington Park District	3,000/5,000	6,000/10,000	9,000	9,000	9,000
Streamwood Park District	250	250	250	250	250
Wheeling Park District	1,500/5,000	3,000/6,000	3,000/6,000	3,000/6,000	4,500/9,000

2020 for 2021 NWSRA Health Benefits Survey

7. Do you offer and HRA?		
Member Park District	Yes	No
Arlington Heights Park District	X	
Bartlett Park District		
Buffalo Grove Park District	X	
Elk Grove Park District		X
Hanover Park Park District	X	
Hoffman Estates Park District		
Inverness Park District		
Mount Prospect Park District	X	
Palatine Park District		X
Prospect Heights Park District		x
River Trails Park District		
Rolling Meadows Park District		X
Salt Creek Park District		X
Schaumburg Park District		
South Barrington Park District		X
Streamwood Park District		X
Wheeling Park District	X	

8. What is the HRA amount based on the following Categories?					HMO
Member Park District/SRA	EE	EE+child	EE+1	%EE+2 or more	family
Arlington Heights Park District					
Bartlett Park District					
Buffalo Grove Park District					
Elk Grove Park District					
Hanover Park Park District					
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District					
Palatine Park District					
Prospect Heights Park District					
River Trails Park District					
Rolling Meadows Park District					
Salt Creek Park District					
Schaumburg Park District					
South Barrington Park District					
Streamwood Park District					
Wheeling Park District					

Per HRA Requirments EE \$500, EE+1\$1,000 -
 EE+Child \$1,000 - EE+dependents \$2,000 -
 Family \$3,000

2020 for 2021 NWSRA Health Benefits Survey

8. What is the HRA amount Based on the following Categories?					PPO
Member Park District/SRA	\$EE	\$EE+child	\$EE+1	%EE+2 or more	\$family
Arlington Heights Park District	1,500	2,000	2,000	2,000	3,000
Bartlett Park District					
Buffalo Grove Park District					HRA is \$2,800 for single, \$5,450 for family
Elk Grove Park District					Didn't Answer
Hanover Park Park District	1,250	1,250	1,250	1,250	1,250
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District	2,000	3,500	3,500	3,500	3,500
Palatine Park District					HRA applies to in-network only. Didn't Answer
Prospect Heights Park District					
River Trails Park District					
Rolling Meadows Park District					
Salt Creek Park District					Didn't Answer
Schaumburg Park District					
South Barrington Park District					Didn't Answer
Streamwood Park District					
Wheeling Park District					Didn't Answer

9. If you do not offer an HRA, do you reimburse a portion of the employee's deductible?			
Member Park District	Yes	No	Other
Arlington Heights Park District			didn't answer
Bartlett Park District			
Buffalo Grove Park District			N/A
Elk Grove Park District		X	
Hanover Park Park District		X	
Hoffman Estates Park District			
Inverness Park District			
Mount Prospect Park District			didn't answer
Palatine Park District			
Prospect Heights Park District		x	
River Trails Park District			
Rolling Meadows Park District		X	
Salt Creek Park District		X	
Schaumburg Park District			
South Barrington Park District		X	
Streamwood Park District		X	
Wheeling Park District			didn't answer

2020 for 2021 NWSRA Health Benefits Survey

10. What is the amount of the reimbursement based on the following categories?					HMO
Member Park District/SRA	EE	EE+child	EE+1	%EE+2 or more	family
Arlington Heights Park District					didn't answer
Bartlett Park District					
Buffalo Grove Park District					didn't answer
Elk Grove Park District					didn't answer
Hanover Park Park District					
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District					
Palatine Park District					didn't answer
River Trails Park District					
Prospect Heights Park District					
Rolling Meadows Park District					didn't answer
Salt Creek Park District					didn't answer
Schaumburg Park District					
South Barrington Park District					didn't answer
Streamwood Park District					
Wheeling Park District					

10. What is the amount of the reimbursement based on the following categories?					PPO
Member Park District/SRA	EE	EE+child	EE+1	%EE+2 or more	family
Arlington Heights Park District					didn't answer
Bartlett Park District					
Buffalo Grove Park District					didn't answer
Elk Grove Park District					
Hanover Park Park District					didn't answer
Hoffman Estates Park District					
Inverness Park District					
Mount Prospect Park District					
Palatine Park District					didn't answer
River Trails Park District					
Prospect Heights Park District					
Rolling Meadows Park District					didn't answer
Salt Creek Park District					didn't answer
Schaumburg Park District					
South Barrington Park District					
Streamwood Park District					didn't answer
Wheeling Park District	\$1,000	\$2,000	\$2,000		\$3,000

To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: COVID-19 Update
Date: November 18, 2020

With the continued, collective support of Member Park Districts, NWSRA remains committed to addressing the unique physical, social, emotional, cognitive and spiritual needs of individuals with disabilities within our communities. Following for your review is the link to the NWSRA COVID-19 Update for November 18:

[Click here to access the NWSRA COVID-19 Update](#)

The presentation is accessible on the NWSRA Directors' Site on the Meeting Info page. The presentation includes information on the following points:

- Unemployment and Sick Reimbursement Numbers
- Virtual Program Statistics
- General Recreational Therapy Program Comparison
- September – October Marketing and Public Relation Statistics

NWSRA recognizes its essential responsibility toward maintaining and providing much needed recreational programs and services for individuals with disabilities that live within the 17 Member Park District communities. NWSRA is so grateful for the continued support of NWSRA Board Members and their Boards, who recognize the essential importance of reducing anxiety, stress, behaviors and enhancing skills of individuals with disabilities through this difficult time.

Memo

To: NWSRA Board of Directors
Tracey Crawford, Executive Director & Andrea Griffin, Superintendent of Recreation

From: Recreation

Date: November 5, 2020

Re: Member Park District Services, Memberships and Program Usage - Park District Facility Usage 6.12 policy

The NWSRA Superintendent of Recreation emailed Member District Superintendents asking what each districts current offerings of services, memberships and programs available to NWSRA Full Time Staff. Member District Superintendents than give approval to continue with the current offering or informed the NWSRA Superintendent of Recreation of changes to the current offerings by reviewing the Yearly Member District Benefits Form. See enclosed offerings for 2021 to NWSRA Full Time Staff in good standing from NWSRA Member Park Districts.

NWSRA recognizes the importance of a healthy lifestyle; therefore, the enclosed memo outlines the benefits available, NWSRA programs and services that are offered to Member District full time staff.

updated 11/2020

family means spouse + dependents

Park District	2021 Benefits			
	Participating		Resident/ Discounted Rate for Programs	Other
Arlington Heights				no benefits to offer for employees at this time
Bartlett				not participating at this time at this time
Buffalo Grove	family	family	family golf	complimentary programming for immediate family (direct cost for contracted programs).
Elk Grove				no benefits to offer for employees at this time
Hanover Park	family	family		
Hoffman Estates				handel each request by NWSRA staff on a case by case basis
Inverness				no benefits to offer for employees at this time
Mt. Prospect				benefits are frozen for employees at this time
Palatine	family	family		Immediate family discounted rate for special events, complimentary most programs including Fitness Center and Pool Pass, 25% towards contractual programs, 50% discount for in-house camps, \$25 a month for Harper Fitness Center/Pool Pass combined, 15% discount on Facilities and Shelters and non-prime time discounted golf fees and 50% Cutting Hall Discount tickets (min 2 tickets)
Prospect Heights	family	family		Old Orchard Country Club Pass - 20 use pass & complimentary programming (contracted programs 100% cost) for immediate family & discounted facility usage
River Trails	family	family		complimentary programming for immediate family (direct cost for contracted programs)
Rolling Meadows	family	family	family skate pass	Resident rate on all programs, 50% discount on non-contractual programs (excluding preschool and EC day camp), 75% discount on school age camp, direct cost of contractual programs
Salt Creek				Complimentary programming for Individual (direct cost for contracted programs & 50% cost for Preschool, day camp and leagues) and 12 complimentary golf passes at Twin Lakes.
Schaumburg	family	family		Complimentary dog park membership. Complimentary court time at STP (walk-on only). 10% discount off resident rate for: Contractual program, One-to-one services, arties and rentals. Complimentary paddle boat rentals at Volkening Lake. 50% discount on CRC nursery services.
South Barrington				no benefits to offer for employees at this time
Streamwood	employee	employee		complimentary programming for immediate family (direct cost for contracted programs)
Wheeling	family	family		complimentary open gym at CRC



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11/2020

Yearly Member District Services and Program Usage

Promoting healthy lifestyles and providing access to leisure and recreational activities has proven to decrease health care costs, reduce depression, relieve stress and improve quality of life. NWSRA and its Member Districts have recognized this benefit through the Member Park District Services, Memberships and Program Usage Agreement. A unique benefit of the collaboration between NWSRA and Member Districts is the access of services, memberships and programs that are offered to Member District Full Time Staff.

The following benefits will be extended to Member District Full Time Staff and their immediate families, which includes spouse and/or children living in the same household. All transportation fees must be paid in full by the Member District Full Time Staff and/or their immediate family.

GENERAL RECREATION PROGRAMS & SPECIAL EVENTS

- There will be no fee for programs with the exception of Day Camp in which a 50% fee will be charged
- Direct cost for contractual programs/events will be charged to the employee and/or their immediate family
- Employee and/or immediate family is responsible for all out of pocket expenses in connection with attendance in the program

SPORTS

- There will be no fee for programs
- Employee or immediate family is responsible for cost of costumes, uniforms, spirit wear and tournament fees if not covered in program registration fee

SWIM LESSONS

- A 75% fee will be charged for all group and individual swim lessons

SENSORY THERAPY/AUTISM MOVEMENT THERAPY/SAFETY FOR YOURSELF/MUSIC LESSONS

- These programs are not eligible for reduced or complimentary programming

STAR ACADEMY & PURSUIT ADULT DAY PROGRAM

- These programs are not eligible for reduced or complimentary programming

CLUBS

- Employee and/or immediate family is responsible for all out of pocket expenses in connection with attendance in the program

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IX. New Business

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**NORTHWEST SPECIAL RECREATION ASSOCIATION
ORDINANCE #O2020-3**

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CONVEYANCE OR
SALE OF SURPLUS PERSONAL PROPERTY OF THE NORTHWEST SPECIAL
RECREATION ASSOCIATION COOK COUNTY, ILLINOIS**

WHEREAS, the Northwest Special Recreation Association, Cook County, Illinois (“Park District”) owns personal property as described in Addendum A. hereinafter known as the “Property,” and

WHEREAS, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), the Park District is authorized to sell, convey or donate any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the Park District; and

WHEREAS, the Board of Park Commissioners (“Board”) has reviewed a staff report finding that the Property is no longer useful to the Park District and recommending its sale, donation or disposal and the Board concurs with that recommendation.

NOW, THEREFORE, BE IT ORDAINED by the Board of Park Commissioners of the Northwest Special Recreation Association, Cook County, Illinois, as follows:

Section 1. The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them into this Ordinance by this reference.

Section 2. The Board finds that the Property is no longer necessary and useful to the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the Property in the following manner:

Sell the Property to the highest bidder.

or

Trade-In the Property

or

Donate the Property to such person or entity that will make use of the equipment.

or

Dispose of the Property if the District is unable to sell or donate identified equipment.

Section 3. The seller, Northwest Special Recreation Association, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. The Northwest Special

Recreation Association neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said items.

The buyer agrees to purchase said items in an “**as is**” condition with all faults. The buyer understands that the seller does not expressly or implicitly warrant that the said items meet or comply with any applicable safety standards (examples: ASTM, OSHA, CPSC). The buyer is solely responsible for determining that the said items are appropriate for any and all particular uses.

The buyer further agrees to indemnify, hold harmless and defend the Northwest Special Recreation Association and its officers, agents and employees from any and all claims resulting from injuries, damages and losses arising out of, connected with, or in any other way associated with the use of said items.

Section 4. The Board authorizes and directs the Executive Director take such action necessary to sell, donate or dispose of the Property as herein authorized.

Section 5. This ordinance shall be in full force and effect from and after its adoption as provided by law.

Adopted this 18th day of November, 2020.

Ayes:

Nays:

Absent:

Chairman, Ryan Risinger
Board of Trustees
Northwest Special Recreation Association

ATTEST:

Secretary Tracey Crawford
Board of Trustees
Northwest Special Recreation Association

STATE OF ILLINOIS)
)
COUNTY OF COOK) SS.

SECRETARY’S CERTIFICATE

I, Tracey Crawford, do hereby certify that I am Secretary of the Board of Trustees of the Northwest Special Recreation Association, Cook County, Illinois, and as such official I am keeper of the records, ordinances, files and seal of said Agency; and,

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of:

AN ORDINANCE authorizing and providing for the conveyance or sale of surplus personal property of the Northwest Special Recreation Association, Cook County, Illinois

adopted at a duly called Regular Meeting of the Board of Trustees of the Agency, held via zoom at 10:30 a.m. on the 18th day of November, 2020.

I FURTHER CERTIFY that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Northwest Special Recreation Association, Rolling Meadows, Illinois this 18th day of November, 2020.

Tracey Crawford, Secretary
Board of Trustees
Northwest Special Recreation Association

(SEAL)

X. Information /Action Items

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**Preliminary Notice of Illinois Municipal Retirement Fund
Contribution Rate for Calendar Year 2021**

Date April 2020

Employer name NORTHWEST SPEC REC ASSN

Employer No. 05436

The employer rate below is based on a 10 year amortization period for most employers. Overfunded employers will receive a letter outlining options available to accelerate the amortization of their overfunding (which reduces rate) if they so choose.

Your IMRF contribution rates on all earnings paid to IMRF members and employer rate in the 2021 calendar year are as follows:

	IMRF Contributions
	Regular
Member Contributions (tax-deferred)	4.50%
Employer Contributions	
• Retirement Rate	
Normal Cost	5.46%
Funding Adjustment <over> under	5.32%
Net Retirement Rate	10.78%
• Other Program Benefits	
Death.....	0.05%
Disability.....	0.09%
Supplemental Benefit Payment.....	0.62%
Early Retirement Incentive	0.00%
• TOTAL EMPLOYER RATE	11.54%

The Final Notice of IMRF Contribution Rates for Calendar Year 2021 will be posted in November 2020. If you have any questions regarding this preliminary rate notice, please contact the IMRF Employer Account Analyst at 1-800-ASK-IMRF.

NORTHWEST SPEC REC ASSN
TRACEY M. CRAWFORD, EXECUTIVE DIRECTOR
3000 CENTRAL RD
ROLLING MEADOWS IL 60008-2551



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Northwest Special Recreation Association 2021 Committee/Task Force Assignments

EXECUTIVE COMMITTEE

Bret Fahnstrom, Chair

Christina Ferraro, Vice Chair/Finance Chair**

Ryan Risinger, Past Chair

Craig Talsma, Personnel Committee Chair

SPECIAL LEISURE SERVICES FOUNDATION

Kevin Romejko, Organizational Treasurer***

Diane Hilgers

Jay Morgan

Ryan Risinger

PERSONNEL COMMITTEE

Craig Talsma, Chair

Jan Buchs

Carrie Fullerton

Rita Fletcher

Jeffery Janda

Tony LaFrener

FINANCE COMMITTEE

Christina Ferraro, Vice Chair**

Bob Dowling

Bob O'Brien

Ben Curcio

Jim Jarog

Mike Clark

ADA COMPLIANCE PROJECT COMMITTEE

Tom Pope

Doug Kettel

Ryan Risinger

Kevin Romejko

Tracey Crawford

Andrea Griffin

****The Vice Chair for the NWSRA Board also serves as the Finance Committee Chair.**

***** The Organizational Treasurer for the NWSRA Board and SLSF Board will always be the Executive Director of Rolling Meadows Park District.**

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3000 West Central Road, Suite 205 • Rolling Meadows, IL 60008 • VOICE 847/392-2848 • FAX 392-2870 • TTY 392-2855 • www.nwsra.org

NWSRA Board Member Start Dates, Executive Committee Assignments and SLSF Board Assignments

<i>Year Assigned to NWSRA Board</i>	<i>Name</i>	<i>Member District</i>	<i>Become Personnel Committee Chair</i>	<i>Become Vice Chair/Finance Committee Chair</i>	<i>Become Chairman of the Board</i>	<i>Serve on SLSF Board</i>
2002	Jan Buchs	Wheeling	2028	2029	2030	2031
2005	Rita Fletcher	Bartlett	2029	2030	2031	2032
2007	Jay Morgan	So. Barrington	2030	2031	2032	2033
2010	Diane Hilgers	Salt Creek	2031	2032	2033	2034
2012	Tony LaFrener	Schaumburg	2032	2033	2034	2035
2012	Mike Clark	Palatine	2033	2034	2035	2036
2012	Bob Dowling	Inverness	2034	2035	2036	2037
2014	Bret Fahnstrom	River Trails	2038	2020	2021	2022
2015	Ryan Risinger	Buffalo Grove	2035	2036	2020	2021
2016	Christina Ferraro	Prospect Heights	2020	2021	2022	2023
2017	Craig Talsma	Hoffman Estates	2021	2022	2023	2024
2018	Bob O'Brien	Hanover Park	2022	2023	2024	2025
2018	Jim Jarog	Mount Prospect	2023	2024	2025	2026
2019	Ben Curcio	Elk Grove	2024	2025	2026	2027
2019	Jeff Janda	Streamwood	2025	2026	2027	2028
2020	Carrie Fullerton	Arlington Heights	2026	2027	2028	2029
2020	Kevin Romejko	***Rolling Meadows	Ongoing Treasurer	Ongoing Treasurer	Ongoing Treasurer	Ongoing Treasurer

- Three year terms on the NWSRA Executive Committee will start when you become the Personnel Committee Chair. Each position on the Executive Committee carries a one-year term.
- **Upon completion of your NWSRA Executive Committee service you will roll onto the SLSF Board where you will serve a three-year term.
- ***The Executive Director of Rolling Meadows Park District will serve as Treasurer to both NWSRA and SLSF Board indefinitely.



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**NWSRA/SLSF
Board Meeting Schedules - Calendar Year 2021
*All Meetings will be held via Zoom until further notice***

Northwest Special Recreation Association

December 9, 2020	Annual Meeting – Public Hearing for FY 2020 Budget (Second Wednesday)
January 20, 2021	Year in Review (Third Wednesday due to IPRA Conference)
March 17, 2021	(Third Wednesday)
May 26, 2021	(Fourth Wednesday)
July 28, 2021	(Fourth Wednesday)
September 29, 2021	(Fifth Wednesday) – Due to ATRA and NRPA Conferences
November 17, 2021	(Third Wednesday) – Due to the Thanksgiving Holiday
December 8, 2021	Annual Meeting – Public Hearing for FY 2020 Budget (Second Wednesday)

NOTE: **All meetings will begin at 10:30 a.m.**, at Park Central, 3000 Central Road, Rolling Meadows, unless otherwise indicated.

Special Leisure Services Foundation

January 26, 2021	Annual Meeting (Third or Fourth Tuesday due to the IPRA Conference)
May 18, 2021	(Third Tuesday)
October 19, 2021	(Third Tuesday)
December 7, 2021	Annual Meeting– Public Hearing for FY 2021 Budget (Second Tuesday)

NOTE: **All meetings will begin at 3:30 p.m.**, at Park Central, 3000 Central Road, Rolling Meadows, unless otherwise indicated.

Anyone who plans to attend a meeting, and who requires a special accommodation due to a disability, should contact NWSRA 48 hours in advance of the meeting.

**Northwest Special Recreation Association
Committee Meeting Tentative Dates:**

Personnel Committee – October 13, 2021 Finance Committee – May 26 & October 29, 2021

An extension of the local park districts serving

Arlington Heights • Bartlett • Buffalo Grove • Elk Grove • Hanover Park • Hoffman Estates • Inverness • Mount Prospect
Palatine • Prospect Heights • River Trails • Rolling Meadows • Salt Creek • Schaumburg • South Barrington • Streamwood • Wheeling

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