



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

December 12, 2018
10:30 a.m. Regular Meeting
Metropolis Ball Room
6 S. Vail
Arlington Heights, IL

AGENDA

- I. Call to Order
 - A. Roll Call
- II. Introduction of Guests:
- III. Public Comment
- IV. Approval of Agenda
- V. Approval of Consent Agenda: Pages - 3-36
 - A. Approval of Minutes, November 14, 2018
 - B. NWSRA Financial Reports, November 30, 2018
 - 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. #12 – \$203,584.46
 - D. Bi-Weekly Payroll:
 - 1. 10/28/18 – \$98,559.40
 - 2. 11/11/18 – \$97,395.01
 - E. ADA Compliance Projects (Detail of projects listed on the Directors Site)
 - 1. Mount Prospect Park District – Melas Park Project - \$20,700

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

- VII. Staff Reports:
 - A. None

- VIII. Old Business: Pages - 37-43
 - A. 2019 Budget & Public Comment
 - B. Park District Staff Member Benefits Usage/NWSRA Member District Staff Benefits
 - C. Other

- IX. New Business: Pages 44-47
 - A. Installation of Officers:
 - 1. Chairman; Jay Morgan
 - 2. Vice Chairman; Ryan Risinger
 - 3. Organizational Chair; Amy Charlesworth
 - 4. Personnel Committee Chair; Bret Fahnstrom
 - B. Recognition of Board Members:
 - 1. Past Chair – Diane Hilgers
 - C. Bank Signature Cards Resolutions:
 - 1. R2019-1 – Village Bank and Trust
 - 2. R2019-2 – IPDLAF – General Account
 - 3. R2019-3 – IPDLAF – Investment Holding Account
 - 4. R2019-4 – IPDLAF – Master Services Account
 - D. Other

- X. Informational/Action Items: Pages - 48-63
 - A. Accident/Injury Summary for 2018
 - B. 2019 NWSRA Board Meetings Calendar Change
 - C. Other

- XI. Closed Session: Pages - 64-66
 Closed Session in accordance with Open Meeting Act to consider information regarding:
 - 1. Executive Session Minutes – 5ILCS 120/2(c)(21)
 - 2. Personnel – 5ILCS 120/2(c)(1)

- XII. Action as a result of Closed Session
 - 1. Resolution

- 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 AT THE NWSRA ADMINISTRATIVE OFFICES
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 14th DAY OF NOVEMBER, 2018 AT 10:30 A.M.**

Chairman Hilgers called the meeting to order at 10:34 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Brian Myer, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove 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; Patti Mitchell, River Trails Park District; Amy Charlesworth, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Jay Morgan, South Barrington Park District; Jan Buchs, Wheeling Park District.

Absent: Tom Busby, Robert Dowling, Mike Clark, Tony LaFrener, Dennis Stein

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Nanette Sowa, Superintendent of Development; Erica Stanko, Collaboratives Coordinator; Miranda Woodard, Accounting Manager; and Jessica Vasalos, Administrative Coordinator as recording secretary.

Introduction of Guests

Executive Director Crawford introduced Darleen Negrillo, the new Superintendent of Administrative Services. Superintendent Griffin recognized Erica Stanko, Collaboratives Coordinator, for 5 years of service and dedication to NWSRA.

Public Comment

None

Agenda

Chairman Hilgers asked for a motion to approve the agenda dated November 14, 2018. Trustee Risinger made the motion and Trustee Charlesworth seconded the motion to approve the agenda dated November 14, 2018. Upon voice vote the agenda was approved.

Approval of Consent Agenda

Chairman Hilgers asked for a motion to approve the Consent Agenda of November 14, 2018. Trustee Morgan made the motion and Trustee Risinger seconded the motion to approve the Consent Agenda dated November 14, 2018. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Correspondence

None

Staff Reports

Program Report

Superintendent Griffin reported that six individuals participated in the River Trails obstacle course on October 26. Superintendent Hubsch presented photos of the event. On November 2, the inclusion team and 16 additional staff held an Ability Awareness Day at Windsor Elementary School for more than 400 students in grades 2-5. The program was requested by an Arlington Heights Park District participant's mother, who is a member of All Children Excel in District 25. Since this event, the inclusion team has been approached by five other schools to do Ability Awareness Days. The PURSUIT year-end evaluation had a 55% return rate; 95% of families rated it "outstanding" and/or "extremely satisfied with the service." Superintendent Griffin read some complimentary responses to open-ended questions. The Mount Prospect PURSUIT site will have an open house on November 29.

Marketing and PR Report

Superintendent Selders reported that 100 attendees are expected for the Mount Prospect open house. The 2019 brochure and day camp promotional materials are being designed. An accessible transportation survey is being developed. NWSRA is partnering with Connect To Community and Campfire Concepts at Western Illinois University. The survey has been approved by the Institutional Review Board. Thus far, 300 responses have been received. Trustee Myer (AHPD) stated that Professor Robinett, at Western Illinois University, who is involved with the survey, is exceptional. Superintendent Selders stated that an article appeared in the Daily Herald about Snoezelen sensory therapy. Superintendent Selders reported on the results from NWSRA's expanding outreach efforts. A new "Day in the Life" video was shown at the Celebrate Ability Gala.

SLSF

Superintendent Sowa thanked the Board Members for their support of the Celebrate Ability Gala. More than \$16,000 was raised to help furnish the Wheeling PURSUIT program schedule for 2019. SLSF fundraising efforts, including grants, have raised more than the budgeted amount. The PURSUIT program has provided opportunities for companies' employees to volunteer, resulting in donations for SLSF.

Superintendent Sowa reminded the Board Members about the holiday luncheon, which will be held at the Metropolis, in Arlington Heights. Executive Director Crawford added that the Board Meeting will be held there, as well.

Directors Report

Executive Director Crawford praised the new ADA system that Superintendent Selders designed. Director Crawford reported that ILTRA awarded PURSUIT for outstanding program and services. There is a new look for NWSRA's day camp. Tori Gonzalez, Inclusion Coordinator, has been elected Director of ITRS. Discussions are taking place regarding an inclusion training day that would offer CEUs.

Old Business

Health Survey Update

Director Crawford informed the board that the survey is available on the Director's website for use at any time.

Merit Survey Update

Director Crawford stated that the merit survey is available for use on the Director's website.

New Business

Day Camp Transportation Bid

Superintendent Hubsch pointed out bids from two companies. NWSRA had some negative experiences with First Student last year; Grand Prairie is the recommended vendor. Trustee Talsma asked if complaints are documented, and he recommended that a training and education requirement be added to the bid. Trustee Myer asked if NWSRA's legal counsel has reviewed the bids. Director Crawford reported that NWSRA's bids are not reviewed by legal counsel and will look into if that requirement is needed.

Chairman Hilgers called for a motion to approve the day camp transportation bid as presented. Trustee Charlesworth made the motion and Trustee Mitchell seconded the motion to approve the transportation bid. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

ADA Transition Plan

Superintendent Selders discussed the ADA transition plan 2019 – 2023, which describes retrofits, needed repairs, and recommendations. NWSRA will be working hand-in-hand with the Rolling Meadows Park District.

Chairman Hilgers called for a motion to approve the ADA transition plan as presented. Trustee O'Brien made the motion and Trustee Risinger seconded the motion to approve the ADA transition plan. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Trustee Talsma asked who incurs the costs associated with the ADA transitions and whether the costs should be equalized over the years. These costs are included in rent payments

Information/Action Items

Personnel Committee Update

Trustee Risinger called for a motion to approve the minutes from the October 17, 2018 Personnel Committee meeting. Trustee Talsma made the motion and Trustee O'Brien seconded the motion. Upon voice vote, the motion was carried.

Proposed Salary Ranges

Trustee Risinger called for a motion to approve the proposed salary ranges. Trustee Talsma made the motion and Trustee Charlesworth seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Proposed Merit Pool

Trustee Risinger called for a motion to approve the proposed merit pool. Trustee Talsma made the motion and Trustee O'Brien seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Proposed Health Insurance

Trustee Risinger called for a motion to approve the proposed health insurance as presented. Trustee Talsma made the motion and Trustee Buchs seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Finance Committee Update

Trustee Morgan reported that the Finance Committee reviewed the budget. He stated that everything is in place with NWSRA's collateral. A decision was made to keep the investment increase in the budget. Trustee Morgan complimented Executive Director Crawford and her staff for the budget preparation.

Trustee Morgan called for a motion to approve the minutes of the Nov. 1, 2018 Finance Committee meeting. Trustee O'Brien made the motion and Trustee Risinger seconded the motion. Upon voice vote, the motion was carried.

IMRF Contribution Rate 2019

Superintendent Negrillo explained the changes in IMRF contribution rate from 2018 to 2019.

NWSRA 2019 Committees

Executive Director Crawford explained the appointment process of selection committee chairs and the rotation to the SLSF board. Trustee Fletcher asked if one might have to be the chair twice. Director Crawford explained it can happen but with the rotation it shouldn't happen but every 17 years.

Chairman Hilgers called for a motion to approve the committee assignments. Trustee O'Brien made the motion and Trustee Fletcher seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

2019 Board Meeting Schedule

Chairman Hilgers called for a motion to approve the 2019 Board Meeting schedule. Trustee Morgan approved and Trustee Charlesworth seconded the motion. Upon voice vote, the motion carried.

Executive Director Crawford announced that all meetings will begin at 10:30 a.m.

IMRF Authorized Agent

Executive Director Crawford called for a motion to approve the new IMRF Authorized Agent form, naming Director Crawford and Superintendent Negrillo. Trustee Rising made the motion and Trustee Morgan seconded the motion. Upon roll being called the vote was as follows:

AYA: Brian Myer, Rita Fletcher, Ryan Risinger, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Patti Mitchell, Amy Charlesworth, Diane Hilgers, Jay Morgan, Jan Buchs

NAY: None

The motion carried.

Closed Session

None

Adjournment

After no further business, Chairman Hilgers called for a motion to adjourn. Trustee Talsma made the motion and Trustee Fletcher seconded the motion to adjourn the November 14, 2018 meeting at 11:21 am. Upon voice vote, the motion carried.

Secretary



Account Statement - Transaction Summary

For the Month Ending **November 30, 2018**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class

Opening Market Value	122,573.17
Purchases	208.33
Redemptions	(173.19)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value **\$122,608.31**

Cash Dividends and Income 208.33

Illinois Trust CD Program

Opening Market Value	1,276,951.51
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

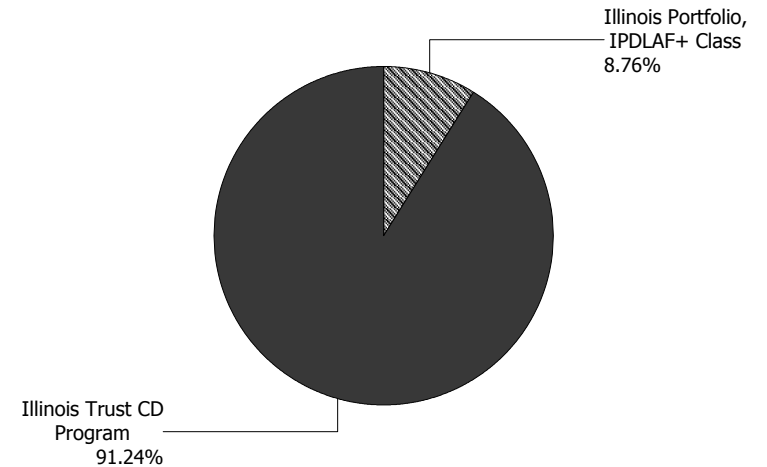
Closing Market Value **\$1,276,951.51**

Cash Dividends and Income 0.00

Asset Summary

	November 30, 2018	October 31, 2018
Illinois Portfolio, IPDLAF+ Class	122,608.31	122,573.17
Illinois Trust CD Program	1,276,951.51	1,276,951.51
Total	\$1,399,559.82	\$1,399,524.68

Asset Allocation



NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW NOVEMBER 30, 2018

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
BSN CHECKING (Village Bank & Trust)	345,580	311,713	657,293
OPER/MMA (Village Bank & Trust)	1,597,230	-	1,597,230
IPDLAF	80,130	-	80,130
CASH BANKS	-	50	50
TOTAL	2,023,440	311,913	2,335,353
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS	-	1,115,637	1,115,637
PFM Asset Management	1,399,560	-	1,399,560
TOTAL	1,399,560	1,115,637	2,515,197
<u>RESERVES:</u>			
<u>OPERATING</u>			
MAX SAFE 1 (Village Bank & Trust)	1,483,721	-	1,483,721
<u>CAPITAL</u>			
MAX SAFE 2 (Village Bank & Trust)	185,215	-	185,215
TOTAL	1,668,936	-	1,668,936
<u>TOTAL CASH & RESERVES</u>			
November 30, 2018	\$ 5,091,935	\$ 1,427,550	\$ 6,519,485
 <u>TOTAL CASH & RESERVES</u>			
November 30, 2017			
CASH	\$ 1,759,969	\$ 399,948	\$ 2,159,917
RESERVES - OPER	1,334,960		1,334,960
RESERVES - CAP	191,273		191,273
SMALL BUS	-		-
RESERVES - INVEST	1,379,002	1,207,913	2,586,915
	\$ 4,665,204	\$ 1,607,861	\$ 6,273,065

NORTHWEST SPECIAL RECREATION ASSOCIATION
 BUDGET VS ACTUAL and CASH BALANCE

NOVEMBER 30, 2018

(A) BUDGET
 VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	936,329	775,411	(160,918)	399,066	175,611	(223,454)	537,263	599,800	62,537
February	55,413	80,873	25,460	394,284	367,143	(27,141)	(338,870)	(286,270)	52,601
March	403,763	545,490	141,727	450,359	416,457	(33,902)	(46,596)	129,033	175,628
April	79,444	361,577	282,133	534,909	362,945	(171,964)	(455,465)	(1,368)	454,097
May	1,181,662	1,009,457	(172,205)	454,422	316,359	(138,063)	727,240	693,098	(34,142)
June	82,042	687,234	605,191	507,593	412,695	(94,898)	(425,550)	274,539	700,089
July	958,568	277,375	(681,193)	444,897	522,782	77,885	513,672	(245,407)	(759,079)
August	81,330	319,951	238,621	442,259	690,968	248,709	(360,929)	(371,018)	(10,089)
September	327,850	279,890	(47,961)	603,637	437,913	(165,724)	(275,786)	(158,023)	117,763
October	172,239	324,664	152,425	394,978	428,249	33,271	(222,740)	(103,586)	119,154
November	1,046,690	634,900	(411,790)	391,599	411,127	19,527	655,091	223,774	(431,317)
December	167,747		(167,747)	467,474		(467,474)	(299,727)	-	299,727
TOTAL YTD	5,325,332	5,296,821	(28,510)	5,018,002	4,542,249	(475,753)	307,329	754,572	447,243

(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	4,789,032	599,800	(330,018)	7,067	(102,734) a.	4,963,147
February	4,963,147	(286,270)	-	3,850	(2,457) a.	4,678,271
March	4,678,271	129,033	-	3,921	(25,941) a.	4,785,284
April	4,785,284	(1,368)	-	5,846	(701) a.	4,789,061
May	4,789,061	693,098	(57,647)	6,361	(784) a.	5,430,089
June	5,430,089	274,539	-	6,452	4,478 a.	5,715,558
July	5,715,558	(245,407)	-	6,452	(631) a.	5,475,972
August	5,475,972	(371,018)	-	6,936	1,098 a.	5,112,988
September	5,112,988	(158,023)	-	6,421	(1,685) a.	4,959,701
October	4,959,701	(103,586)	-	6,337	2,067 a.	4,864,519
November	4,864,519	223,774	-	6,506	(2,473) a.	5,092,324
December	5,092,324	-	-	-	a.	5,092,324

a. FSA Withholding / Payments, collected key security deposits, interest and accounts receivable.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

NOVEMBER 30, 2018

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	291,067	305,494	14,427	14,809	5,969	(8,839)	276,258	299,524	23,266
February	70,705	13,902	(56,804)	19,227	22,511	3,284	51,478	(8,609)	(60,088)
March	33,503	16,432	(17,071)	96,034	41,547	(54,488)	(62,531)	(25,115)	37,416
April	15,808	28,575	12,767	4,148	52,359	48,210	11,660	(23,783)	(35,443)
May	38,580	66,697	28,117	128,722	35,684	(93,038)	(90,143)	31,012	121,155
June	26,757	112,594	85,837	97,312	81,484	(15,828)	(70,555)	31,110	101,665
July	12,808	30,108	17,300	7,649	61,649	54,000	5,159	(31,541)	(36,700)
August	46,879	79,056	32,177	3,522	98,930	95,408	43,357	(19,874)	(63,231)
September	80,878	43,112	(37,765)	112,230	23,514	(88,716)	(31,352)	19,598	50,950
October	45,037	16,974	(28,064)	141,840	166,543	24,703	(96,802)	(149,569)	(52,767)
November	46,849	61,798	14,949	18,799	35,360	16,560	28,049	26,438	(1,611)
December	52,858		(52,858)	114,657		(114,657)	(61,798)	-	61,798
TOTAL YTD	708,871	774,742	65,870	644,293	625,550	(18,743)	64,578	149,192	84,614

(B) CASH BALANCE	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	1,518,516	299,524	-	-	(237,100)	1,580,940
February	1,580,940	(8,609)	-	-	-	1,572,331
March	1,572,331	(25,115)	-	-	(500)	1,546,716
April	1,546,716	(23,783)	-	-	(5,035)	1,517,897
May	1,517,897	31,012	-	-	(1,106)	1,547,803
June	1,547,803	31,110	-	-	316	1,579,229
July	1,579,229	(31,541)	-	-	(64)	1,547,624
August	1,547,624	(19,874)	-	-	390	1,528,140
September	1,528,140	19,598	-	-	738	1,548,477
October	1,548,477	(149,569)	-	-	(515)	1,398,393
November	1,398,393	26,438	-	-	3,155	1,427,986
December	1,427,986	-	-	-	-	1,427,986

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

ELEVEN MONTHS ENDING NOVEMBER 30, 2018

	<u>2018</u>			<u>2017</u> PRIOR YR ACTUAL
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER (UNDER)</u>	
<u>REVENUE</u>				
GRANTS	310,094	299,350	10,744	270,362
RESTRICTED FUNDRAISING	55,840	56,934	(1,094)	59,221
RESTRICTED DONATIONS	3,892	1,342	2,550	3,070
UNRESTRICTED FUNDRAISING	275,168	219,996	55,172	266,313
UNRESTRICTED DONATIONS	127,257	31,250	96,007	34,651
NWSRA WORKSHOPS	410	-	410	-
INVESTMENT TRANSFER	100,000	100,000	-	275,000
TOTAL REVENUE	<u>872,661</u>	<u>708,871</u>	<u>163,790</u>	<u>908,617</u>
<u>EXPENDITURES</u>				
ADMINISTRATION	44,131	47,985	(3,855)	39,777
RESTRICTED FUNDRAISING	11,570	13,799	(2,229)	11,409
UNRESTRICTED FUNDRAISING	98,793	91,175	7,618	95,341
GRANTS GIVEN	471,056	491,333	(20,278)	434,351
RECONCILIATION DISCREPANCY	-	-	-	1,500
TOTAL EXPENSES	<u>625,550</u>	<u>644,293</u>	<u>(18,743)</u>	<u>582,378</u>
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	<u>247,111</u>	<u>64,578</u>	<u>182,533</u>	<u>326,239</u>
<u>INVESTMENT INCOME (LOSS)</u>	<u>2,080</u>	<u>-</u>	<u>2,080</u>	<u>135,878</u>
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	<u><u>249,192</u></u>	<u><u>64,578</u></u>	<u><u>184,614</u></u>	<u><u>462,117</u></u>

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

Northwest Special Recreation Association

Balance Sheet

As of November 30, 2018

	Nov 30, 18
ASSETS	
Current Assets	
Checking/Savings	
10300 · Petty Cash	500.00
10400 · VB&T Business Checking	345,579.93
10700 · IPDLAF+	80,129.72
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,276,951.51
11200 · PFM Investments Hold Account - Other	122,608.31
Total 11200 · PFM Investments Hold Account	1,399,559.82
11500 · VB&T Operating/MM Account	1,597,230.41
11600 · Money Market (Harris Bank)	-0.00
11650 · MAX SAFE 1 (Village Bank&Trust)	1,483,720.89
11660 · MAX SAFE 2 (Village Bank&Trust)	185,214.72
11800 · Credit Card - American Express	-378.50
11810 · Credit Card - Discover	399.50
11820 · Credit Card - MasterCard	700.88
11830 · Credit Card - Visa	88.11
11840 · MC/VISA On-Line	-421.00
Total Checking/Savings	5,092,324.48
Accounts Receivable	
12000 · Accounts Receivable	2,364.93
Total Accounts Receivable	2,364.93
Other Current Assets	
12100 · INTEREST RECEIVABLE	15,103.58
12200 · PREPAID EXPENSES	60.70
12300 · Prepaid Lease	77,212.87
Total Other Current Assets	92,377.15
Total Current Assets	5,187,066.56
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	335,644.00
13070 · Parking Lot	71,730.00
13100 · Equipment	396,614.00
13110 · Accum.Depre- Equipment	-187,445.00
13200 · Transportation Equipment	1,201,867.00
13210 · Accum.Depre.	-1,266,766.00
Total Fixed Assets	1,557,644.00
TOTAL ASSETS	6,744,710.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	1,615.19
Total Accounts Payable	1,615.19
Other Current Liabilities	
21600 · Security Deposits	2,350.00
21700 · Unclaimed Payroll/Property	88.73
22100 · FSA WH/PYMTS	11,536.77
Total Other Current Liabilities	13,975.50
Total Current Liabilities	15,590.69
Long Term Liabilities	
22500 · ACCRUED VACATION	88,688.00
Total Long Term Liabilities	88,688.00
Total Liabilities	104,278.69

Northwest Special Recreation Association
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
Equity	
29500 · Retained Earnings	4,328,215.60
29550 · INVESTMENT IN CAPITAL ASSETS	1,557,644.00
Net Income	<u>754,572.27</u>
Total Equity	<u>6,640,431.87</u>
TOTAL LIABILITIES & EQUITY	<u>6,744,710.56</u>

Special Leisure Services Foundation
Balance Sheet
As of November 30, 2018

	<u>Nov 30, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	311,712.82
10400 · Cash Banks	50.00
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	27,208.19
11300 · BENJAMIN EDWARDS - Other	1,088,428.51
Total 11300 · BENJAMIN EDWARDS	<u>1,115,636.70</u>
11800 · Credit Card - American Express	3,184.32
11820 · Credit Card - MasterCard	-800.00
11830 · Credit Card - Visa	-1,947.50
Total Checking/Savings	<u>1,427,986.34</u>
Other Current Assets	
12200 · Event Deposits	1,500.00
12400 · Interest Receivable	3,121.07
Total Other Current Assets	<u>4,621.07</u>
Total Current Assets	<u>1,432,607.41</u>
TOTAL ASSETS	<u>1,432,607.41</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,265,932.65
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	149,191.71
Total Equity	<u>1,432,607.41</u>
TOTAL LIABILITIES & EQUITY	<u>1,432,607.41</u>



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

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

November 1, 2018 - November 30, 2018
 Account Number: ~~XXXXXXXXXX~~

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

Portfolio at a Glance

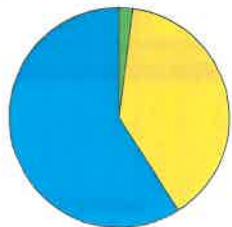
	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,104,686.83	\$1,216,691.83
Withdrawals (Cash & Securities)	0.00	-100,000.00
Dividends, Interest and Other Income	26.61	16,964.24
Net Change in Portfolio¹	10,923.26	-18,019.37
ENDING ACCOUNT VALUE	\$1,115,636.70	\$1,115,636.70
Estimated Annual Income	\$18,595.25	

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	78,102.35	27,181.58	27,208.19
39%	Fixed Income	442,486.85	435,298.05	435,302.55
59%	Mutual Funds	696,102.63	642,207.20	653,125.96
100%	Account Total (Pie Chart)	\$1,216,691.83	\$1,104,686.83	\$1,115,636.70

Please review your allocation periodically with your Financial Advisor.



**Warrant #12
Summary
December 12, 2018**

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)	44,545.53
Total IPDLAF Electronic Accounts Payable (PCARDS)	81,598.44
Total VB&T Business Checking Accounts Payable	77,440.49
	<u>203,584.46</u>

Motion to approve Warrant #12 dated December 12, 2018 totaling

\$203,584.46

**Northwest Special Recreation Association
 VBT Electronic Accounts Payable
 Warrant #12
 December 12, 2018**

Vendor	Description	Account	Amount
IMRF	November 2018	442201	29,090.70
			<u>29,090.70</u>
ADP	FSA Monthly - November	424303	120.18
	Payroll Processing - November	424301	-
	Payroll Processing - November	424302	-
			<u>120.18</u>
Excalibur	Invoice - 173903	421906	7,647.75
	Invoice - 173904	421902	3,039.95
	Invoice - 174043	421902	345.00
	Invoice - 174060	421902	3,146.20
	Invoice - 174288	421906	350.75
	Invoice - 174314	421902	115.00
	Invoice - 174355	421902	345.00
	Invoice - 174410	421902	345.00
			<u>15,334.65</u>
Total Warrant #12 for Electronic Accounts Payable			<u>44,545.53</u>

Northwest Special Recreation Association
VB Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
BMO Solutions			
Amazon	office supplies	421101	89.40
Name Badges, Int.	office supplies	421104	27.97
Name Badges, Int.	office supplies	421104	153.83
Indeed	office supplies	421104	501.32
Staples	office supplies	421105	2,780.36
Accurate Office	office supplies	421105	433.20
Accurate Office	office supplies	421105	514.66
Staples	office supplies	421105	9.98
Staples	office supplies	421105	21.18
Accurate Office	office supplies	421105	90.12
Accurate Office	office supplies	421105	5.50
Staples	office supplies	421105	10.01
Amazon	office supplies	421105	156.93
Amazon	office supplies	421105	8.09
Drop Box	office supplies	421105	99.00
Authorize.net	credit card and bank fees	421152	20.70
Pitney Bowes	postage	421204	356.97
Verizon	telephone/fax	421301	272.62
Verizon	telephone/fax	421302	200.08
First Communications	telephone/fax	421304	501.22
Converged Digital Networks	telephone/fax	421305	314.00
IAPD/IPRA	conference/education	421402	205.00
IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	89.00
IAPD/IPRA	conference/education	421402	89.00
IAPD/IPRA	conference/education	421402	245.00
IPRA	conference/education	421402	300.00
IAPD/IPRA	conference/education	421402	270.00
IAPD/IPRA	conference/education	421402	89.00
IAPD/IPRA	conference/education	421402	205.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	245.00
IPRA	conference/education	421402	9.00
IAPD/IPRA	conference/education	421402	285.00
IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	245.00
IPRA	conference/education	421402	205.00
IAPD/IPRA	conference/education	421402	280.00
IPRA	conference/education	421402	150.00
IPRA	conference/education	421402	(150.00)
IAPD/IPRA	conference/education	421402	285.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	245.00
IPRA	conference/education	421402	270.00
IPRA	conference/education	421402	205.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	325.00

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
IAPD/IPRA	conference/education	421402	(80.00)
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	280.00
IPRA/IAPD	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	285.00
IAPD/IPRA	conference/education	421402	205.00
Westin Chicago	conference/education	421402	24.91
IAPD/IPRA	conference/education	421402	380.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	205.00
IAPD/IPRA	conference/education	421402	325.00
IAPD/IPRA	conference/education	421402	245.00
IAPD/IPRA	conference/education	421402	(325.00)
IAPD/IPRA	conference/education	421402	365.00
IAPD/IPRA	conference/education	421402	455.00
Amazon	conference/education	421406	210.00
Amazon	conference/education	421406	290.00
Chipotle	conference/education	421406	20.89
WILS	conference/education	421406	20.00
Walmart	conference/education	421406	9.85
Dollar Tree	conference/education	421406	9.00
Jewel	conference/education	421406	7.83
Jewel	conference/education	421406	33.57
Paypal	conference/education	421406	20.00
Paypal	conference/education	421406	40.00
Paypal	conference/education	421406	89.09
Granite City	conference/education	421406	49.28
United Airlines	conference/education	421406	100.00
Tuscany	conference/education	421406	13.24
Uber	conference/education	421406	173.50
IL State Council	conference/education	421407	400.00
American Camp Association	conference/education	421407	535.00
Northwest Missouri State	conference/education	421407	510.00
Northwest Missouri State	conference/education	421407	354.00
Westin Chicago	conference/education	421407	17.91
IAPD/IPRA	conference/education	421407	264.00
Capital Grill	conference/education	421407	79.41
Holiday Inn	conference/education	421407	5.95
LEMO Taxi	conference/education	421407	103.74
Hudson News	conference/education	421407	17.02
Dunkin Donuts	conference/education	421407	6.27
O'Hare	conference/education	421407	100.00
Auntie Anne	conference/education	421407	6.51
Holiday Inn	conference/education	421407	18.14
Dunkin Donuts	conference/education	421407	19.46
ATRA	memberships/certifications	421501	125.00
NCTRC	memberships/certifications	421504	80.00
NCTRC	memberships/certifications	421504	80.00

Northwest Special Recreation Association
VB Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
IAPD/IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IPR/IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	300.00
IAPD/IPRA	memberships/certifications	421507	264.00
IPRA	memberships/certifications	421507	264.00
ATRA	memberships/certifications	421507	125.00
IAPD/IPRA	memberships/certifications	421507	264.00
IPRA/IAPD	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	285.00
IAPD/IPRA	memberships/certifications	421507	264.00
IAPD/IPRA	memberships/certifications	421507	264.00
CPI	memberships/certifications	421510	1,995.00
IPRA	memberships/certifications	421512	10.00
Paypal	memberships/certifications	421513	20.00
Chi Women	memberships/certifications	421513	40.00
Chi Women	memberships/certifications	421513	20.00
IAPD	memberships/certifications	421513	6.00
Training Venue	memberships/certifications	421513	299.00
ComEd	maintenance/utilities	421702	448.64
Comcast	maintenance/utilities	421706	167.20
Comcast	maintenance/utilities	421706	139.85
Comcast	maintenance/utilities	421706	201.48
AT&T	maintenance/utilities	421706	80.49
Comcast	maintenance/utilities	421706	159.24
Wix	computers	421904	77.55
Screen-cast-o-matic	computers	421905	36.00
Screencloud	computers	421905	360.02
Screencloud	computers	421905	40.00

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
Apple	computers	421905	0.99
Zoom.us	computers	421905	149.90
Adobe	computers	421905	1,199.52
Amazon	computers	421906	177.05
Walmart	computers	421906	1,159.94
Apple	computers	421906	1,588.44
Apple	computers	421906	295.00
Konica Minolta	computers	421906	1,970.00
Crown Trophy	rental municipal	422106	15.03
Moretti's	commercial expense	422201	54.86
Gig Masters	commercial expense	422201	150.00
Ninos Pizza	commercial expense	422201	77.94
Poplar Creek	commercial expense	422202	45.60
Sky Martial Arts	commercial expense	422202	91.00
Arlington Lanes	commercial expense	422202	15.75
Sky Martial Arts	commercial expense	422202	156.00
Ace Hardware	commercial expense	422202	14.00
Sky Martial Arts	commercial expense	422202	91.00
Ellison	commercial expense	422202	514.08
Streamwood Bowl	commercial expense	422202	55.00
JP Martial Arts	commercial expense	422202	75.00
Sky Centers	commercial expense	422202	117.00
Bowlero	commercial expense	422204	226.19
Claim Jumper	commercial expense	422204	458.82
Rosatis Pizza	commercial expense	422204	496.15
All Ways Catering	commercial expense	422204	517.50
Morton Arboretum	commercial expense	422204	252.00
Thrown Elements	commercial expense	422206	210.00
Thrown Elements	commercial expense	422206	105.00
Didier Farm	commercial expense	422206	38.29
Arlington Lanes	commercial expense	422206	54.00
Arlington Lanes	commercial expense	422206	51.75
Arlington Lanes	commercial expense	422206	47.25
Arlington Lanes	commercial expense	422206	56.25
Blaze Pizza	commercial expense	422206	8.68
Brunswick	commercial expense	422206	216.00
Brunswick Zone	commercial expense	422206	36.00
UPS	commercial expense	422206	96.20
Poplar Creek	commercial expense	422206	71.25
Streamwood Bowl	commercial expense	422206	112.50
Streamwood Bowl	commercial expense	422206	117.50
Streamwood Bowl	commercial expense	422206	105.00
Brunswick Zone	commercial expense	422206	42.00
Brunswick Zone	commercial expense	422206	60.00
McDonalds	commercial expense	422206	72.64
Bowlero	commercial expense	422206	177.91
Brunswick Zone	commercial expense	422206	42.00
Walgreens	commercial expense	422206	7.45
Brunswick Zone	commercial expense	422206	42.00

Northwest Special Recreation Association
VB Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
Jewel	commercial expense	422206	38.08
Walgreens	commercial expense	422206	7.15
Jewel	commercial expense	422206	18.56
GiGi's playhouse	commercial expense	422206	80.00
Poplar Creek	commercial expense	422206	68.40
Poplar Creek	commercial expense	422206	59.85
Poplar Creek	commercial expense	422206	39.90
Picture Show	commercial expense	422206	45.00
Brunswick Zone	commercial expense	422206	198.00
Arlington Lanes	commercial expense	422206	164.25
Brunswick Zone	commercial expense	422206	225.00
Wild Bird Shack	commercial expense	422209	100.00
Big Run Wolf Ranch	commercial expense	422209	756.00
Pepes (CLE Investments)	commercial expense	422209	177.65
China Garden	commercial expense	422209	116.88
Burger Baron	commercial expense	422209	150.91
Senior Tacos	commercial expense	422209	234.50
Chopstix	commercial expense	422209	205.99
Gumrai Thai/Door Dash	commercial expense	422209	201.36
Gumrai Thai/Door Dash	commercial expense	422209	22.10
Little Caesars	commercial expense	422209	108.12
Los Burritos	commercial expense	422209	110.48
Little Caesars	commercial expense	422209	51.50
Jimmy Johns	commercial expense	422209	152.60
Dan Thai	commercial expense	422209	186.00
Jewel	supplies	422401	70.33
GFS	supplies	422401	13.98
Ninos Pizza	supplies	422401	5.69
Ninos Pizza	supplies	422401	240.00
Ninos Pizza	supplies	422401	108.06
Dollar Tree	supplies	422401	13.00
Jewel	supplies	422401	46.79
Jewel	supplies	422401	29.61
Jewel	supplies	422401	6.48
Hobby Lobby	supplies	422401	32.63
Jewel	supplies	422401	8.98
Aldi	supplies	422402	33.97
Jewel	supplies	422402	55.34
Jewel	supplies	422402	33.08
Dollar Tree	supplies	422402	2.00
Jewel	supplies	422402	25.73
Jewel	supplies	422402	5.49
Jewel	supplies	422402	33.95
Palos Sports	supplies	422404	37.12
Dollar Tree	supplies	422404	40.00
Party City	supplies	422404	87.80
Universal Medical	supplies	422405	122.19
Amazon	supplies	422405	59.90
Amazon	supplies	422405	1,596.11

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
Amazon	supplies	422405	70.00
Amazon	supplies	422405	24.78
Amazon	supplies	422405	469.96
Ultimate Screen Print	supplies	422405	320.00
Amazon	supplies	422405	55.96
Ultimate Screen Print	supplies	422405	1,300.00
Amazon	supplies	422405	6.99
Amazon	supplies	422405	20.98
Amazon	supplies	422406	10.99
Amazon	supplies	422406	271.97
Amazon	supplies	422406	36.60
Amazon	supplies	422406	737.97
Amazon	supplies	422406	37.00
Walmart	supplies	422406	8.59
Amazon	supplies	422406	74.95
Amazon	supplies	422406	245.66
Meijer	supplies	422406	68.06
Meijer	supplies	422406	24.78
Meijer	supplies	422406	47.53
Aldi	supplies	422406	39.72
Aldi	supplies	422406	17.38
Aldi	supplies	422406	24.83
Jewel	supplies	422406	20.39
Jewel	supplies	422406	8.92
Jewel	supplies	422406	12.74
Meijer	supplies	422406	56.99
Meijer	supplies	422406	24.93
Meijer	supplies	422406	35.63
Aldi	supplies	422406	7.01
Aldi	supplies	422406	12.47
Walmart	supplies	422406	4.32
Walmart	supplies	422406	4.32
Walmart	supplies	422406	9.96
Walmart	supplies	422406	9.96
Jewel	supplies	422406	(7.78)
Red Robin	supplies	422406	67.92
Jewel	supplies	422406	13.62
Dollar Tree	supplies	422406	19.00
Jewel	supplies	422406	26.28
Jewel	supplies	422406	2.79
Didier Farms	supplies	422406	32.21
Hobby Lobby	supplies	422406	25.12
AMC Streets of Woodfield	supplies	422406	153.72
Hobby Lobby	supplies	422406	31.62
Jewel	supplies	422406	17.04
Jewel	supplies	422406	9.28
Dollar Tree	supplies	422406	55.00
Michaels	supplies	422406	27.97
Michaels	supplies	422406	54.19

**Northwest Special Recreation Association
 VBT Electronic Accounts Payable
 Warrant #12
 December 12, 2018**

Vendor	Description	Account	Amount
Dollar Tree	supplies	422406	7.56
Michaels	supplies	422406	233.22
Amazon	supplies	422406	5.52
Amazon	supplies	422406	23.71
Dollar Tree	supplies	422406	10.00
Jewel	supplies	422406	23.88
Jewel	supplies	422406	23.89
Jewel	supplies	422406	21.97
Amazon	supplies	422406	104.53
Jewel	supplies	422406	35.63
Jewel	supplies	422406	35.63
Lou Malnatis	supplies	422406	96.40
Jewel	supplies	422406	32.69
Jewel	supplies	422406	32.70
Dollar Tree	supplies	422406	6.00
Jewel	supplies	422406	77.84
Jewel	supplies	422406	22.96
RedBox	supplies	422406	1.75
Ultimate Screen Print	supplies	422406	2,337.00
Ultimate Screen Print	supplies	422406	2,080.00
Ultimate Screen Print	supplies	422406	540.00
Ultimate Screen Print	supplies	422406	2,876.50
Ultimate Screen Print	supplies	422406	28.00
Ultimate Screen Print	supplies	422406	60.00
Dicks	supplies	422406	41.25
Dicks	supplies	422406	(179.98)
Dicks	supplies	422406	489.93
Walmart	supplies	422406	39.22
JoAnn	supplies	422406	14.94
Aldi	supplies	422406	24.84
Dollar Tree	supplies	422406	9.00
Jewel	supplies	422406	60.36
GFS	supplies	422409	67.45
Amazon	supplies	422409	11.59
Jewel	supplies	422409	18.34
Marianos	supplies	422409	29.82
Walmart	supplies	422409	12.27
Walmart	supplies	422409	102.27
Aldi	supplies	422409	76.52
Walmart	supplies	422409	(83.76)
Jewel	supplies	422409	1.98
Jewel	supplies	422409	20.50
Goodwill	supplies	422409	7.48
Jewel	supplies	422409	12.89
Meijer	supplies	422409	19.02
Jewel	supplies	422409	4.16
Dollar Store	supplies	422409	5.00
Hallmark	supplies	422409	12.99
GameStop	supplies	422409	25.98

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
Walmart	supplies	422409	42.68
Walmart	supplies	422409	25.26
Amazon	supplies	422409	39.98
Amazon	supplies	422409	19.99
Amazon	supplies	422409	7.99
Walmart	supplies	422409	42.30
Walmart	supplies	422409	15.66
Walmart	supplies	422409	19.63
Petco	supplies	422409	59.96
Walmart	supplies	422409	12.54
Walmart	supplies	422409	105.51
Amazon	supplies	422409	88.42
Netflix	supplies	422409	13.99
Amazon	supplies	422409	50.07
Amazon	supplies	422409	11.99
Amazon	supplies	422409	125.91
Amazon	supplies	422410	305.58
Amazon	supplies	422410	74.83
Alliance Paper & Food	supplies	422411	87.35
Alliance Paper & Food	supplies	422411	547.80
Dollar Tree	supplies	422412	10.00
Amazon	supplies	422412	83.88
Amazon	supplies	422412	60.99
Amazon	supplies	422412	34.69
Amazon	supplies	422412	52.50
CPI	supplies	422413	2,741.00
Amazon	supplies	422417	80.94
Amazon	supplies	422417	38.74
Amazon	supplies	422417	33.94
Amazon	supplies	422417	133.40
Ultimate Screen Print	supplies	422419	3,075.00
Jewel	supplies	422420	7.27
Jewel	supplies	422420	46.88
Jewel	supplies	422420	17.46
Jewel	supplies	422420	20.47
Amazon	supplies	422420	19.99
Marathon Petro	transportation/gas/tolls/parking	422801	65.96
Marathon	transportation/gas/tolls/parking	422801	36.30
PB Payment Services	printing	422901	369.35
PB Payment Services	printing	422902	381.45
Staples	printing	422904	554.85
Accurate Office	printing	422904	991.68
Konica Minolta	printing	422906	1,633.48
Vistaprint	printing	422908	43.99
IKEA	printing	422909	49.49
Heavenly Massage	public awareness/subscriptions/ads	423101	95.00
Heavenly Massage	public awareness/subscriptions/ads	423101	119.98
Facebook	public awareness/subscriptions/ads	423102	468.73
Care.com	public awareness/subscriptions/ads	423102	124.80

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #12
December 12, 2018

Vendor	Description	Account	Amount
Care.com	public awareness/subscriptions/ads	423102	75.00
Indeed	public awareness/subscriptions/ads	423102	26.63
Care.com	public awareness/subscriptions/ads	423102	(124.80)
4Imprint	public awareness/subscriptions/ads	423105	1,486.66
Ultimate Screen Print	public awareness/subscriptions/ads	423107	172.50
Ultimate Screen Print	public awareness/subscriptions/ads	423107	450.00
Ultimate Screen Print	public awareness/subscriptions/ads	423107	414.00
Amazon	public awareness/subscriptions/ads	423107	700.00
Daily Herald	public awareness/subscriptions/ads	423108	64.40
IPRA	public awareness/subscriptions/ads	423109	95.00
Constant Contact	public awareness/subscriptions/ads	423109	79.00
Constant Contact	public awareness/subscriptions/ads	423109	79.00
Constant Contact	public awareness/subscriptions/ads	423109	(79.00)
Constant Contact	public awareness/subscriptions/ads	423109	(79.00)
Constant Contact	public awareness/subscriptions/ads	423109	79.00
Apple	public awareness/subscriptions/ads	423109	1.05
Upwork	public awareness/subscriptions/ads	423109	6.63
Upwork	public awareness/subscriptions/ads	423109	3.37
Upwork	public awareness/subscriptions/ads	423109	(6.63)
Upwork	public awareness/subscriptions/ads	423109	(3.37)
Walmart	public awareness/subscriptions/ads	423109	10.45
Amazon	ADA compliance	450001	39.75
Sherwin Ace Hardware	ADA compliance	450001	52.95
Walgreens	ADA compliance	450006	64.99
HE Garabaldi's	ADA compliance	450006	5.00
Meijer	ADA compliance	450014	68.28
Great American Bagel	ADA compliance	450014	90.31
Paypal	ADA compliance	450022	887.50
Walmart	ADA compliance	450022	53.32
Jason's Deli	ADA compliance	450022	12.84
Burger Baron	ADA compliance	450022	82.32
Jewel	ADA compliance	450022	26.76
		Total	81,598.44
Total Warrant #12 for Electronic Accounts Payable			81,598.44

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #12
 December 12, 2018**

Num	Name	Memo	Account	Amount
26197	School District 54	Inv OM29315 & OM29316 Inv OM29315 & OM29316	10400 - VB&T Business Checking 422106 - Weekly Programs	-171.00 171.00 <hr/> 171.00
26198	Divine Design & Marketing	Invoice 7548 Invoice 7548	10400 - VB&T Business Checking 423109 - Miscellaneous	-3,000.00 3,000.00 <hr/> 3,000.00
26199	Precise Sounds	DJ 10/31 Halloween Dance DJ 10/31 Halloween Dance	10400 - VB&T Business Checking 422204 - Special Events	-450.00 450.00 <hr/> 450.00
26200	Abigail Dudek	Internship Stipend 10/29 - 11/11 Internship Stipend 10/29 - 11/11	10400 - VB&T Business Checking 424207 - Office Staff	-300.00 300.00 <hr/> 300.00
26201	Kellie Wojciechowski	Internship Stipend 10/29 - 11/11 Internship Stipend 10/29 - 11/11	10400 - VB&T Business Checking 424207 - Office Staff	-300.00 300.00 <hr/> 300.00
26202	Coach Eve Learn to Swim, LLC	Invoice 20161927 Invoice 20161927	10400 - VB&T Business Checking 422206 - Weekly Programs	-7,186.94 7,186.94 <hr/> 7,186.94
26203	Grazyna Hudyka	Refund - 5017 Mead 2018-2019 Refund - 5017 Mead 2018-2019	10400 - VB&T Business Checking 11500 - VB&T Operating/MM Account	-25.00 25.00 <hr/> 25.00
26204	Razniewski, Mark A	Reissue 2 P/R Cks less Stop Pmt fees Reissue Ck 01983073 P/D 9/28/18 Reissue Ck 02015755 P/D10/12/18 Stop Payment Fees - \$12.00 each	10400 - VB&T Business Checking 21700 - Unclaimed Payroll/Property 21700 - Unclaimed Payroll/Property 21700 - Unclaimed Payroll/Property	-529.72 260.98 292.74 -24.00 <hr/> 529.72
26205	Abigail Dudek	Internship Stipend 11/12 - 11/25 Internship Stipend 11/12 - 11/25	10400 - VB&T Business Checking 424207 - Office Staff	-300.00 300.00 <hr/> 300.00
26206	Kellie Wojciechowski	Internship Stipend 11/12 - 11/25 Internship Stipend 11/12 - 11/25	10400 - VB&T Business Checking 424207 - Office Staff	-300.00 300.00 <hr/> 300.00
26207	Intuit, Inc.	Item 122 - 2018 1099 Kit - 25 forms Item 122 - 2018 1099 Kit - 25 forms	10400 - VB&T Business Checking 424304 - W2 Processing	-72.99 72.99 <hr/> 72.99
26208	Ultimate Screen Printing	Invoice 131746 Invoice 131746	10400 - VB&T Business Checking 422416 - PT Staff / Volunteer Apparel	-6,000.00 6,000.00 <hr/> 6,000.00
26209	Robbins Schwartz	Invoice 284504 HAK	10400 - VB&T Business Checking	-50.00

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #12
December 12, 2018

Num	Name	Memo	Account	Amount
		Invoice 284504 HAK	421002 - Legal Fees	50.00
				50.00
26210	Emergency Closing Center	Annual Fee	10400 - VB&T Business Checking	-25.00
		Annual Fee	423109 - Miscellaneous	25.00
				25.00
26211	Hanover Park Park District	Invoice 1218	10400 - VB&T Business Checking	-1,443.00
		Invoice 1218	421803 - HPPD Rental Space	1,443.00
				1,443.00
26212	Rolling Meadows Park District	Invoice 18-612	10400 - VB&T Business Checking	-960.00
		Invoice 18-612	421701 - Condo Maintenance	960.00
				960.00
26213	Park Central Condo Assn.	Invoice 612	10400 - VB&T Business Checking	-1,065.00
		Invoice 612	421801 - Condo Association Fee	1,065.00
				1,065.00
26214	VOID			
26215	Edwards, Megan	11/15/18 Costco Reimb	10400 - VB&T Business Checking	-43.32
		11/15/18 Costco Reimb	422401 - Clubs	43.32
				43.32
26216	O'Brien, Megan	VOID: Reissue Ck 25950 - Mileage 7/31/18	10400 - VB&T Business Checking	0.00
				0.00
26217	Lauren Jevaney	VOID: Reissue Ck 26094 - Mileage 9/28/18	10400 - VB&T Business Checking	0.00
				0.00
26218	Bill's Auto & Truck Repair	Invoices 96641 - 97137	10400 - VB&T Business Checking	-7,283.72
		Invoices 96641 - 97137	422704 - Regular / Repair Service	7,192.95
		Invoice 96729	422703 - General Equipment	90.77
				7,283.72
26219	FVSRA	2018 Lightning Swim Team - 13	10400 - VB&T Business Checking	-130.00
		2018 Lightning Swim Team - 13	422106 - Weekly Programs	130.00
				130.00
26220	SEASPAR	2018 Lightning Swim Team - 13	10400 - VB&T Business Checking	-130.00
		2018 Lightning Swim Team - 13	422106 - Weekly Programs	130.00
				130.00
26221	Ralph, Danielle	CDL Reimb 072418	10400 - VB&T Business Checking	-50.00
		CDL Reimb 072418	421502 - CDL Reimbursement / Renewal	50.00
				50.00
26222	Rob Roy Golf Course	Invoice 11072018	10400 - VB&T Business Checking	-217.50
		Invoice 11072018	422104 - Special Events	217.50
				217.50

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #12
 December 12, 2018**

Num	Name	Memo	Account	Amount
26223	PDRMA	Invoice 1118132H	10400 - VB&T Business Checking	-44,908.68
		Invoice 1118132H	421603 - Premium	44,908.68
				<u>44,908.68</u>
26224	NCPERS Group Life Insurance	Invoice 5436122018	10400 - VB&T Business Checking	-16.00
		Invoice 5436122018	421603 - Premium	16.00
				<u>16.00</u>
26225	Manny Aguilar	Mileage	10400 - VB&T Business Checking	-70.31
		Mileage	422601 - Staff Mileage	70.31
				<u>70.31</u>
26226	Bonaguro, Mary T	Mileage	10400 - VB&T Business Checking	-59.41
		Mileage	422601 - Staff Mileage	59.41
				<u>59.41</u>
26227	Mary Lou D'Astice	Mileage	10400 - VB&T Business Checking	-43.60
		Mileage	422601 - Staff Mileage	43.60
				<u>43.60</u>
26228	Dieschbourg, Ryan	Mileage	10400 - VB&T Business Checking	-34.88
		Mileage	422601 - Staff Mileage	34.88
				<u>34.88</u>
26229	Dzurisin, Maggie	Mileage	10400 - VB&T Business Checking	-68.13
		Mileage	422601 - Staff Mileage	68.13
				<u>68.13</u>
26230	Nicole Estrada	Mileage	10400 - VB&T Business Checking	-63.77
		Mileage	422601 - Staff Mileage	63.77
				<u>63.77</u>
26231	Tori Gonzalez	Mileage	10400 - VB&T Business Checking	-103.01
		Mileage	422601 - Staff Mileage	103.01
				<u>103.01</u>
26232	Mackenzie Irelan	Mileage	10400 - VB&T Business Checking	-58.86
		Mileage	422601 - Staff Mileage	58.86
				<u>58.86</u>
26233	Lauren Jevaney	Mileage	10400 - VB&T Business Checking	-73.03
		Mileage	422601 - Staff Mileage	73.03
				<u>73.03</u>
26234	Johns, Brittany	Mileage	10400 - VB&T Business Checking	-81.53
		Mileage	422601 - Staff Mileage	81.53
				<u>81.53</u>
26235	Kotsovos, Clariza	Mileage	10400 - VB&T Business Checking	-35.10
		Mileage	422601 - Staff Mileage	35.10
				<u>35.10</u>

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #12
December 12, 2018

Num	Name	Memo	Account	Amount
26236	Krones, Summer R.	Mileage	10400 - VB&T Business Checking	-73.03
		Mileage	422601 - Staff Mileage	73.03
				<u>73.03</u>
26237	Cortney Lucente	Mileage	10400 - VB&T Business Checking	-68.13
		Mileage	422601 - Staff Mileage	68.13
				<u>68.13</u>
26238	Jacklyn Moore	Mileage	10400 - VB&T Business Checking	-65.40
		Mileage	422601 - Staff Mileage	65.40
				<u>65.40</u>
26239	Moran, Kate	Mileage	10400 - VB&T Business Checking	-51.23
		Mileage	422601 - Staff Mileage	51.23
				<u>51.23</u>
26240	Nock, Emily	Mileage	10400 - VB&T Business Checking	-93.74
		Mileage	422601 - Staff Mileage	93.74
				<u>93.74</u>
26241	O'Brien, Megan	Mileage	10400 - VB&T Business Checking	-11.45
		Mileage	422601 - Staff Mileage	11.45
				<u>11.45</u>
26242	Trisha Palmieri	Mileage	10400 - VB&T Business Checking	-129.71
		Mileage	422601 - Staff Mileage	129.71
				<u>129.71</u>
26243	Paradise, Michele	Mileage	10400 - VB&T Business Checking	-18.42
		Mileage	422601 - Staff Mileage	18.42
				<u>18.42</u>
26244	Katrina Place	Mileage	10400 - VB&T Business Checking	-129.17
		Mileage	422601 - Staff Mileage	129.17
				<u>129.17</u>
26245	Ralph, Danielle	Mileage	10400 - VB&T Business Checking	-95.92
		Mileage	422601 - Staff Mileage	95.92
				<u>95.92</u>
26246	Ross, Jordan	Mileage	10400 - VB&T Business Checking	-88.40
		Mileage	422601 - Staff Mileage	88.40
				<u>88.40</u>
26247	Snyder, Joann	Mileage	10400 - VB&T Business Checking	-53.96
		Mileage	422601 - Staff Mileage	53.96
				<u>53.96</u>
26248	Sowa, Nanette E.	Mileage	10400 - VB&T Business Checking	-45.24
		Mileage	422601 - Staff Mileage	45.24
				<u>45.24</u>

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #12
 December 12, 2018**

Num	Name	Memo	Account	Amount
				45.24
26249	Erica Stanko	Mileage	10400 - VB&T Business Checking	-69.76
		Mileage	422601 - Staff Mileage	69.76
				69.76
26250	Elizabeth Thomas	Mileage	10400 - VB&T Business Checking	-42.51
		Mileage	422601 - Staff Mileage	42.51
				42.51
26251	Wright, Jocelyn	Mileage	10400 - VB&T Business Checking	-37.61
		Mileage	422601 - Staff Mileage	37.61
				37.61
26252	U.S. Postal Service	2019 Winter/Spring Postage	10400 - VB&T Business Checking	-435.25
		2019 Winter/Spring Postage	421201 - Postage	435.25
				435.25
26253	Michele Paradise/Petty Cash Program	Petty Cash Reimb 120418	10400 - VB&T Business Checking	-282.06
		PC - Supt Mtg Lunch	421406 - Professional Meetings	24.00
		PC - Postage	421201 - Postage	0.53
		PC - Pursuit MP Tip	422301 - New Programming Space	50.00
		PC - Misc 9020	422408 - Trips	95.00
		PC- Food & Goodwill Items Pursuit	422409 - PURSUIT	34.56
		PC - Jewel Osco Items - STAR	422420 - STAR	22.25
		PC- Inclusion Training Supplies	450021 - Training Supplies	20.72
		PC - Race Track HMHB & Entrance Fee 849	422201 - Clubs	35.00
				282.06
Total for Warrant #12 VB&T Business Checking Accounts Payable				77,440.49

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
Re: Payroll
Date: December 12, 2018

Motion:

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

1. 10/28/18 - \$98,559.40
2. 11/11/18 - \$97,395.01

Liability Recap	Taxes Debited				
		Federal Income Tax		7,768.06	
		Earned Income Credit Advances		.00	
		Social Security - EE		5,985.27	
		Social Security - ER		5,985.23	
		Social Security Adj - EE		.00	
		Medicare - EE		1,399.81	
		Medicare - ER		1,399.77	
		Medicare Adj - EE		.00	
		Medicare Surtax - EE		.00	
		Medicare Surtax Adj - EE		.00	
		COBRA Premium Assistance Payments		.00	
		Federal Unemployment Tax		.00	
		State Income Tax		4,374.18	
		State Unemployment Insurance - EE		.00	
		State Unemployment/Disability Ins - ER		.00	
		State Unemployment Insurance Adj - EE		.00	
		State Disability Insurance - EE		.00	
		State Disability Insurance Adj - EE		.00	
		Workers' Benefit Fund Assessment - EE		.00	
		Workers' Benefit Fund Assessment - ER		.00	
		Transit Tax - EE		.00	
		Local Income Tax		.00	
		School District Tax		.00	
		Total Taxes Debited	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXXX	26,912.32
Other Transfers		ADP Direct Deposit	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXXX	68,002.15
		ADP Check	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXXX	3,591.25
		Wage Garnishments	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXXX	53.68
		Total Amount Debited From Your Accounts			98,559.40
Bank Debits and Other Liability		Adjustments/Prepay/Voids			.00
Taxes - Your Responsibility		None This Payroll			
					Total Liability
					98,559.40
					98,559.40

Liability Recap	Taxes Debited					
	Federal Income Tax			7,793.80		
	Earned Income Credit Advances			.00		
	Social Security - EE			5,967.45		
	Social Security - ER			5,967.41		
	Social Security Adj - EE			.00		
	Medicare - EE			1,395.63		
	Medicare - ER			1,395.60		
	Medicare Adj - EE			.00		
	Medicare Surtax - EE			.00		
	Medicare Surtax Adj - EE			.00		
	COBRA Premium Assistance Payments			.00		
	Federal Unemployment Tax			.00		
	State Income Tax			4,395.16		
	State Unemployment Insurance - EE			.00		
	State Unemployment/Disability Ins - ER			.00		
	State Unemployment Insurance Adj - EE			.00		
	State Disability Insurance - EE			.00		
	State Disability Insurance Adj - EE			.00		
	Workers' Benefit Fund Assessment - EE			.00		
	Workers' Benefit Fund Assessment - ER			.00		
	Transit Tax - EE			.00		
	Local Income Tax			.00		
	School District Tax			.00		
	Total Taxes Debited	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXX	26,915.05		
Other Transfers	ADP Direct Deposit	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXX	67,986.54		
	ADP Check	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXX	3,224.17		
	Wage Garnishments	Acct. No. XXXXXX3322	Tran/ABA XXXXXXXXX	120.19		
	Total Amount Debited From Your Accounts			98,245.95		
Bank Debits and Other Liability	Adjustments/Prepay/Voids			.00		
Taxes - Your Responsibility	None This Payroll					
					98,245.95	



**Statistical Summary
Recap**

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NORTHWEST SPECIAL RE

Company Code: P5E
Region Name: CHICAGO REGION

Batch : 4678
Quarter Number: 4
Service Center: 060

Period Ending : 11/11/2018
Pay Date : 11/21/2018
Current Date : 11/16/2018

Week 47
Page 1

VIII. Old Business

[Return to Home](#)

Date: December 13, 2018

To: NWSRA Board of Trustees

From: Tracey Crawford, Executive Director

Re: 2019 Budget Approval

MOTION:

A motion to approve the 2019 Budget as presented.

NWSRA Budget Worksheet FY 2019

Line Item #	Description	FY 2018	PYE 2018	PYE 2018 - FY 2018	Proposed FY 2019	Proposed FY 2019 - FY 2018	% Change FY 2018 - Proposed FY 2019
Income							
310000	Member District Assessments	4,235,180.21	4,235,180.26	0.05	4,277,532.03	\$42,351.82	1.0%
321000	Transportation - Door to Door	4,836.00	5,259.75	423.75	5,700.00	864.00	17.9%
321100	Transportation - Pick up Points	19,200.00	24,146.75	4,946.75	22,500.00	3,300.00	17.2%
320000	Program Fees	626,250.00	608,047.71	-18,202.29	705,958.00	79,708.00	12.7%
340000	Non-Program Revenue	138,500.00	155,395.18	16,895.18	198,500.28	60,000.28	43.3%
350000	SLSF Grant Contributions	334,000.00	370,040.85	36,040.85	350,000.00	16,000.00	4.8%
360000	Sale of Fixed Assets	750.00	0.00	-750.00	1,250.00	500.00	0.0%
370000	Interest	33,862.00	80,064.08	46,202.08	80,000.00	46,138.00	136.3%
380000	Revenue SLSF	500.00	500.00	0.00	500.00	0.00	0.0%
385000	Transfer of Reserve	100,000.00	154,052.42	54,052.42	250,000.00	150,000.00	0.0%
	Total Income	5,493,078.21	5,632,687.00	139,608.79	5,891,940.31	398,862.10	7.3%
Operating Expenses-Administration							
421000	Professional Fees	14,010.00	13,040.00	-970.00	13,550.00	-460.00	-3.3%
421100	Office Supplies	4,100.00	8,219.26	4,119.26	4,400.00	300.00	7.3%
421150	Credit Card & Bank Fees	8,570.00	12,239.04	3,669.04	12,330.00	3,760.00	43.9%
421200	Postage	5,000.00	7,043.49	2,043.49	5,200.00	200.00	4.0%
421300	Telephone/Fax	14,476.00	15,931.32	1,455.32	17,110.00	2,634.00	18.2%
421400	Conference/Education	38,427.00	41,494.95	3,067.95	41,208.00	2,781.00	7.2%
421500	Memberships	18,514.00	9,674.02	-8,839.98	17,660.00	-854.00	-4.6%
421600	Health Insurance	589,498.55	505,135.09	-84,363.46	591,061.92	1,563.37	0.3%
421700	Maintenance/Utilities	46,710.00	41,397.65	-5,312.35	47,325.00	615.00	1.3%
421800	Rent	30,096.00	30,096.00	0.00	70,096.00	40,000.00	132.9%
421900	Computer	110,141.35	128,533.72	18,392.37	117,175.00	7,033.65	6.4%
	Subtotal Administration Expenses	879,542.90	812,804.54	-66,738.36	937,115.92	57,573.02	6.5%
Program							
422100	Rental Municipal	35,925.00	34,529.24	-1,395.76	36,791.81	866.81	2.4%
422200	Commercial Expense	136,845.00	127,854.15	-8,990.85	154,765.50	17,920.50	13.1%
422300	Program Development	36,839.61	166,842.32	130,002.72	18,486.00	-18,353.61	-49.8%
422400	Program Supplies	46,986.50	84,148.29	37,161.79	75,274.25	28,287.75	60.2%
422500	Commercial Transportation	85,925.00	90,451.01	4,526.01	115,125.00	29,200.00	34.0%
422600	Staff Mileage	30,000.00	22,136.72	-7,863.28	25,000.00	-5,000.00	-16.7%
422700	Transportation Maintenance	76,900.00	94,366.40	17,466.40	83,900.00	7,000.00	9.1%
422800	Gas/Tolls	50,635.00	66,749.23	16,114.23	75,800.00	25,165.00	49.7%
422900	Printing	53,960.00	53,637.72	-322.28	53,374.00	-586.00	-1.1%
423100	Public Awareness/Subscriptions/Ads	21,885.00	25,466.16	3,581.16	12,480.00	-9,405.00	-43.0%
	Subtotal Program Expenses	575,901.11	766,181.24	190,280.14	650,996.56	75,095.46	13.0%
Salary							
424100	Full Time Staff Salary	2,149,247.16	2,106,547.91	-42,699.25	2,188,963.05	39,715.89	1.8%
424200	Part Time Staff Salary	485,785.00	432,142.76	-53,642.24	518,112.65	32,327.65	6.7%
424300	Payroll Processing	28,299.36	25,450.63	-2,848.73	27,734.00	-565.36	-2.0%
424500	Car Allowance	7,800.00	7,800.00	0.00	7,800.00	0.00	0.0%
	Subtotal Salary Expenses	2,671,131.52	2,571,941.30	-99,190.22	2,742,609.70	71,478.18	2.7%
Liability/Audit/IMRF							
441000	Liability/PDRMA	82,361.00	76,739.84	-5,621.16	80,626.52	-1,734.48	-2.1%
442000	Audit	6,150.00	6,150.00	0.00	7,525.00	1,375.00	22.4%
442100	FICA	242,257.55	229,081.22	-13,176.33	245,821.55	3,564.00	1.5%
442200	IMRF	261,435.00	251,145.32	-10,289.68	203,792.46	-57,642.54	-22.0%
	Subtotal Liability/Audit/IMRF Expenses	592,203.55	563,116.38	-29,087.17	537,765.53	-54,438.02	-9.2%
ADA Compliance / Capital							
450000	ADA Compliance	544,336.37	418,178.83	-126,157.54	517,005.95	-27,330.42	-5.0%
460000	Capital Equipment Replacement	225,000.00	51,836.96	-173,163.04	463,500.00	238,500.00	106.0%
	Subtotal ADA/Capital Expenses	769,336.37	470,015.79	-299,320.58	980,505.95	211,169.58	27.4%
	Total Expenses	5,488,115.45	5,184,059.25	-304,056.20	5,848,993.66	360,878.22	6.6%
	Net Income	4,962.76	448,627.75	443,664.99	42,946.65	37,983.88	765.4%

DATE: December 12, 2018

TO: Diane Hilgers, Chair

FROM: Tracey Crawford, Executive Director

RE: Member District Benefits to NWSRA Full Time Staff

The enclosed memo outlines the benefits available to NWSRA full time staff by Member Park Districts for use of their programs and services. NWSRA recognizes the importance of a healthy lifestyle, therefore, NWSRA programs and services are offered to Member District full time staff. The attached memo outlines the benefits available to Member District full time staff by NWSRA.



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

Date: December 3, 2018

To: Tracey Crawford

From: Andrea Griffin

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

In the beginning of November, the NWSRA Superintendent of Recreation emailed Member District Superintendents asking what each districts current offerings of services, memberships and programs are available to NWSRA Full Time Staff. Member District Superintendents than gave 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.

In December, NWSRA Full Time Staff will designate one Member District as their "Home" Park District. Each Member District will receive the NWSRA Individual Employee "Home" District Form, indicating that their Park District has been selected for this benefit.

Please see the attached spreadsheet for offerings to NWSRA staff from Member Districts.

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updated 12/4/2019

family means spouse + dependents

Park District	Participating		Benefits	
	Pool Pass	Fitness Pass	Resident/ Discounted Rate for Programs	Other
Arlington Heights	x family			group fitness class pass
Bartlett				not participating
Buffalo Grove	x family	x family		complimentary programming for immediate family (direct cost for contracted programs). Discounted golf fees for employee and immediate family
Elk Grove				waiting to hear from - did not participate last year
Hanover Park	x family	x family		
Hoffman Estates				<i>handle each request by NWSRA staff on a case by case basis</i>
Inverness				waiting to hear from - did not participate last year
Mount Prospect	x employee	x employee		Six (6) 18- hole rounds of golf (annually) at Mt. Prospect Golf Club
Palatine	x family	x family		immediate family discounted rate for special events, complimentary programming, 25% towards contractual programs, discounted golf fees for employee only
Prospect Heights	x family	x family		Old Orchard Country Club Pass - 20 use pass & complimentary programming (contracted programs 100% cost) for immediate family
River Trails	x family	x family		complimentary programming for immediate family (direct cost for contracted programs)
Rolling Meadows	X family	x family	family skate pass	complimentary programming for immediate family (direct cost for contracted programs) and preschool programs at 50% discount
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	x family	x 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, parties and rentals. Complimentary paddle boat rentals at Volkening Lake. 50% discount on CRC nursery services.
South Barrington				not participating
Streamwood	x employee	x employee		complimentary programming for immediate family (direct cost for contracted programs)
Wheeling	x family	x family		complimentary open gym at CRC



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

11/2017

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, reduces 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

[Return to home](#)

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
Re: Installation of Officers
Date: December 12, 2018

Motion:

A motion to approve the following installation of officers:

Installation of Officers:

1. Chairman; Jay Morgan
2. Vice Chairman; Ryan Risinger
3. Organizational Chair; Amy Charlesworth
4. Personnel Committee Chair; Bret Fahnstrom

The Executive Committee is comprised of the Chairman, Vice Chairman, Personnel Committee Chair, and the Past Chair.

To: NWSRA Board of Directors

From: Tracey Crawford, Executive Director

Re: Bank Resolutions R2019-1, R2019-2, R2019-3, R2019-4

Date: December 12, 2018

Motion:

A motion to approve the following bank resolutions as indicated A, B, C, D dated December 12, 2018 effective January 1, 2019.

- A. **Village Bank and Trust** - Resolution R2019-1 approving two signatures of these signers for the following accounts
1. **Business Checking:** Tracey Crawford, Executive Director, Amy Charlesworth, Organizational Treasurer, or Jay Morgan as Chairman, Ryan Risinger as Vice-Chair. Approving two signature checks up to \$5,000 to be signed by Tracey Crawford, Executive Director and/or Amy Charlesworth, Organizational Treasurer, or Darleen Negrillo, or Andrea Griffin, or Rachel Hubsch, or Brian Selders, Superintendents.
 2. **Money Market Max Safe:** Tracey Crawford, Executive Director, and Amy Charlesworth, Organizational Treasurer, Darleen Negrillo Superintendent of Administrative Services, and one of the following persons: Jay Morgan, Chairman or Ryan Risinger, Vice Chairman.
 3. **Max Safe 1 (General Reserve):** Tracey Crawford, Executive Director and/or Amy Charlesworth, Organizational Treasurer, and Darleen Negrillo, Superintendent for checks up to \$5,000; and those checks over \$5,000 to be signed by Tracey Crawford, Executive Director and/or Amy Charlesworth, Organizational Treasurer.
 4. **Max Safe 2 (Capital Reserve):** Tracey Crawford, Executive Director and/or Amy Charlesworth, Organizational Treasurer, and Darleen Negrillo, Superintendent for checks up to \$5,000; and those checks over \$5,000 to be signed by Tracey Crawford, Executive Director and/or Amy Charlesworth, Organizational Treasurer.
- B. **IPDLAF+/US Bank General Account** - Resolution R2019-2 approving two signature checks up to \$5,000 to be signed by Tracey Crawford, Executive Director, and/or Amy Charlesworth and Darleen Negrillo, or Rachel Hubsch, or Andrea Griffin, or Brian Selders, Superintendents; and those over \$5,000

to be signed by Tracey Crawford, Executive Director, and/or Amy Charlesworth, Organizational Treasurer, and one of the following persons: Jay Morgan, Chairman or Ryan Risinger, Vice Chairman.

- C. **IPDLAF+/US Bank Investment Holding Account** - Resolution R2019-3 approving Tracey Crawford, Executive Director, Amy Charlesworth, Organizational Treasurer, Jay Morgan, Chairman, and Ryan Risinger, Vice Chairman as Authorized Persons on the NWSRA Investment Holding Account.

- D. **IPDLAF +/US Bank Master Services Agreement** - Resolution R2019-4 updating the Master Services Agreement to maintain Tracey Crawford, Executive Director, add Amy Charlesworth, Organizational Treasurer, and remove Jayne Finger, Andrea Griffin, and Brian Selders.

X. Information /Action Items

[Return to home](#)



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

Date: 12/12/2018
To: Diane Hilgers, NWSRA Chair
From: Tracey Crawford, Executive Director
RE: 2018 Accident/Incident Summary

Attached you will find the vehicle accident and employee injury summary for 2018, comparing it to the last two years (as reported through the end of November). This is based on all incidences reported within the agency, including those not sent to PDRMA.

There are no significant or major incidents to report. Both vehicle incidents and employee injuries reported have remained the same over that last few years.

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DATE: 12/12/2018

TO: Tracey Crawford

FROM: Darleen Negrillo

RE: Accident/Incident Summary

Below is the vehicle accident and employee injury summary for 2018, comparing it to the last three years (as reported through the end of November), based on all incidences reported within the agency, including those not sent to PDRMA.

VEHICLES	2015	2016	2017	2018	TOTAL
Backing/Parking/Turning	4	3	3	2	12
Not Paying Attention to Lights	0	0	0	0	0
Rear Ended	1	0	0	0	1
Driving Too Close	3	1	0	1	5
Miscellaneous	1	1	2	2	6
Total	9	5	5	5	24
EMPLOYEE INJURY	2015	2016	2017	2018	TOTAL
Slip/Trip/Fall	2	2	2	2	6
Lifting/Transferring/Back	1	1	1	0	3
Equipment Usage	0	1	1	0	2
Confined Spaces/Awareness of Environment	1	0	0	1	1
Vehicle Usage	1	0	0	0	1
Miscellaneous	2	7	1	4	10
Sub Total	7	11	5	7	23
Participant Bite	22	16	16	15	69
Participant Hit/Scratch/Push	15	13	18	19	65
Participant Safety Rules	2	1	0	0	3
Participant Hair Pull				1	1
Sub Total	39	30	34	35	138
EMPLOYEE INJURY TOTAL	46	41	39	42	161

VEHICLES- 2018 resulted in the same amount of Vehicle Accidents as the previous two years. A majority of these accidents were due to tight maneuvering in the NWSRA bus lot. Driver trainings for 2019 will focus on proper bus lot driving as well as continuous training on backing up and awareness of mirror usage.

EMPLOYEE INJURY- Employee injuries are by large caused by participant behavior. Focus for staff training will continue to be on preventative behavior management, appropriate lesson planning and de-escalation. Since 2015, employee injuries, due to participant behavior, has remained the same as training continues to focus on behavior management. The Behavior Team is a strategic part in reducing participant/employee incidents by providing feedback and resources to employees immediately after an incident occurs. This assists employees in learning how to handle certain behaviors and adapt to individual participants to reduce risk.

PART TIME STAFF VS FULL TIME STAFF BREAKDOWN

	Full Time Staff	Part Time Staff
OVERALL INJURIES		
Slip/Trip/Falls	50%	50%
Lifting/Transferring/Back	N/A	N/A
Equipment Usage	N/A	N/A
Confined Spaces/Awareness of Environment	0%	100%
Vehicle Usage	N/A	N/A
Miscellaneous	100%	0%
Participant Behavior	5%	95%

The overall percentage breakdown of injuries due to participant behavior may be explained by the volume of part time staff that work NWSRA programs. Most employee injuries were single occurrences.

Sensory rooms help special-needs clients relieve stress

Submitted by Irvon Salda

As the diagnoses of autism, individuals with multiple disabilities and an ever-aging population continues to rise, the need for sensory integration that assists with improving the sensory and behavioral needs of clients and their families has become vital.

In 2016, Northwest Special Recreation Association, located in Rolling Meadows, opened the Snoezelen Sensory Room. Through technology and innovative design, the Snoezelen room is a controlled, multisensory environment that helps to create a therapeutic alliance between the client and Certified Therapeutic Recreation Specialist (CTRS), as well as a safe place to develop life skills.

Northwest Special Recreation Association's vision is to provide meaningful, therapeutic and productive play in the Snoezelen Sensory Room through therapy sessions.

The goals of the sensory therapy are individualized and change from client to client. Each sensory therapy session is unique to each client's needs. Certified Therapeutic Recreation Specialists work to create a balanced sensory life through goals related to:

- Physical Improvement: Fine and gross motor
- Cognitive Improvement: Problem solving and decision making
- Emotional Improvement: Cooperation/collaboration and increased confidence
- Affective Improvement: Regulation of feelings and emotional expression
- Social Improvement: Verbal and nonverbal communication
- Linguistic Improvement: Utilizing descriptive and expressive language



A client explores the Northwest Special Recreation Association's Snoezelen Sensory Room. COURTESY OF BARRY EMERALD

The Snoezelen Sensory Room is designed to deliver stimuli to various senses and is used to provide multisensory or single sensory focus. Through allowing an individual to participate at their own free will in a safe environment,

the Certified Therapeutic Recreation Specialists will help maximize the individual's potential to focus, feel in control, make choices and reduce pain and anxiety, both mentally and physically.

The clients Northwest Suburban Special Recreation Association serves rarely, if even, are able to experience the world with all their senses. Limitations of behavioral issues, anxiety, pain and other issues create obstacles to their enjoyment of life. Once inside the Snoezelen Sensory Room,

these obstacles and barriers are removed so the individual can begin to learn how to process sensory input. Building and utilizing this room makes a world of difference to their lives.

To address the need for increased sensory integration options, Northwest Special Recreation Association staff connected with professionals on local, state, national and international levels to find what was currently being done to address sensory integration and identify innovative solutions.

A small research study carried out in Brussels, Belgium, compared the behavior of nine adult clients with profound autism in both classroom and Snoezelen settings. Through individual results

varied, the study claimed a 50 percent reduction in distress and stereotypical behavior, and seventy-five percent less aggression and self-injury in the Snoezelen environment.

Northwest Special Recreation Association identified Flaghouse, Inc. as a partner capable of implementation of the Snoezelen sensory environment. Northwest Special Recreation Association staff worked closely with Flaghouse, Inc., to choose the appropriate sensory equipment that would provide the widest range of sensory integration options for therapists and their clients within the room.

Upon the completion of the project, Northwest Special Recreation Association implemented one of the first

Snoezelen certified sensory rooms for a special recreation association or park district in the state of Illinois. Through the use of the Northwest Special Recreation Association Snoezelen Room, certified staff provide Sensory Therapy Programs.

This is an innovative approach toward providing clients the unique tools needed to enhance and unlock their own abilities. Snoezelen therapy relates to the interdependence of both the space (the physical environment) and the "client-centered" approach of the therapist (the human connection).

With the specially designed sensory environment, together with the input of the CTRS, changes can be initiated within individuals that experience sensory overload or sensory deprivation by controlling the sensory input, helping to reduce anxiety/pain (both physical and emotional), increase opportunities for focus and attention and modulate sensory related behaviors.

Snoezelen Sensory Therapy has been an overwhelming success for the community. One client experiences frequent small seizures that reoccur throughout the day. The small seizures often cause her to "zone out." When she is in the sensory room, staff has observed far less seizure activity and her ability to stay engaged has improved with use of the room.

A young adult with autism uses the Snoezelen Sensory Room daily for the last 20 minutes of his Adult Day Program. The room helps ease his transition from his day program to home, bringing his anxiety to a level that is manageable.

At times you may find him wrapped among bubble tubes, paying close attention to the vibrations from the bubbles, or draped in fiber optics, letting the pressure from the fiber optics hug him.

Last year he became extremely ill and was in the hospital for months. Staff was able to send a video of the bubble tubes and the Snoezelen Sensory Room to him and his mom. His mom said it was the first smile she saw in weeks while he was in the hospital. He was so weak from being sick, but he would watch the video of the bubble tubes, "his" sensory room over and over.

In terms of sustainability, Snoezelen Sensory Therapy sessions cover any ongoing maintenance of the room, as well as staff costs through registration fees. Due to the enormous popularity of the Snoezelen Sensory Room within the community, the need for additional Snoezelen Rooms has become evident.

To accommodate this expansion, NWSRA has worked closely with its fund-raising arm, SLSE, to continue to engage donors, sponsors, foundations and other community partners to continue to build additional Snoezelen Sensory Rooms throughout its service area.

Due to the success of fund-raising efforts, NWSRA opened its second Snoezelen Room in Hanover Park in October, and looks forward to opening the third in Mount Prospect in 2019.

To learn more about the NWSRA Snoezelen Sensory Room, visit www.nwsra.org/service.

• Submit "Your News" at news@dailyherald.com

NC14

Students with disabilities get more after-school options

Submitted by Brian Soltes

For working families of students with disabilities throughout the Northwest suburbs, one of the largest barriers to full-time employment can be the limited access to appropriate after school programs for their loved one.

To increase access for these families, two of the largest service providers for individuals with disabilities in the area, Clearbrook and Northwest Special Recreation Association, will expand the existing STAR Academy After Care Program into Mount Prospect.

This will be the third location for the program, which provides after care throughout the school year and the summer months for children and teens with disabilities. The current program resides in Rolling Meadows and Hanover Park. The program in Mount Prospect will open on Monday, Jan. 7, 2019.

Through the collaboration, state-certified staff lead a variety of educational, social and recreational activities after school, or day camp in the summer, for students with disabilities throughout the Northwest suburbs.

The program is overseen by a certified therapeutic recreation specialist and certified park and recreation



COURTESY OF ERICA BERNHO

Students with disabilities from across the Northwest suburbs will now have access to affordable, safe after school programming through the STAR Academy.

professional. Clearbrook President Anthony Di Vito stated, "STAR Academy helps to meet the growing needs of families impacted by intellectual and developmental disabilities. Clearbrook is proud to be working alongside Northwest Special Recreation Association again to provide an innovative solution to an everyday challenge."

STAR stands for Students in Therapeutic Afterschool Recreation. The third location will provide services to 20 students with disabilities daily, five days a week throughout the school year.

needs of these students. STAR Academy curriculum focuses on three core elements: Recreation and Leisure, Health and Wellness and Social Skills. The Recreation and Leisure component focuses on developing gross and fine motor skills, experiencing cultural arts, dance, drama and music, as well as participating in passive and active recreation.

The Health and Wellness component focuses on developing skills to enhance a healthy lifestyle, improving one's physical health, self respect and self-image. Finally, the Social Skills component focuses on expanding communication skills, enhancing interaction with peers and developing interpersonal skills.

Many public school districts in Illinois are unable to provide after school services specifically for their students who participate in Special Education classes, leaving many families in desperate need of services with limited financial options. Through the collaboration between Clearbrook, Northwest Special Recreation Association and the local school districts, STAR Academy provides an innovative approach to after school programming.

The program will provide a certified therapeutic

recreation specialist and direct service provider staff who will oversee and implement a variety of educational, social and recreational activities daily.

STAR Academy will run throughout the school year following the NSSEG school calendar, after school until 6 p.m., five days a week and will serve students of all ages. Transportation may be provided for students attending Miner School, Kirk Schuck Hersey High School, Palatine High School, Hoffman Estates High School, NSSEG District 15, District 59 and District 54 schools on a case-by-case basis. Students that do not attend these

schools are welcome to attend the STAR Academy but will need to arrange transportation to the program.

STAR Academy in Rolling Meadows will be available to youth ages 7-14 years old. The Mount Prospect location will be available for teens and young adults ages 15-21. Hanover Park location will be open to both youth, teens and young adults ages 7-21 years old.

For more information on STAR Academy, visit www.nwspa.org/academy or contact Liz Thomas at (847) 352-2848 ext. 227 or email litz@nwspa.org.

Now Playing at a theater near you

THE HATE U GIVE
PG-13
MUSIC CRACKER (R) 1.50 4:00 7:30

Callow
BOHEMIAN RHAPSODY
PG-13
Having Fun Again, Live! Reunited and Dazzled Live!



St. Zachary School

From the community: Students with disabilities to receive increased access to after school programs



Students with disabilities from across the northwest suburbs will now have access to affordable, safe after school programming through the STAR Academy. (Posted by bselders, Community Contributor)

By **Community Contributor bselders**

NOVEMBER 13, 2018, 1:51 PM

Mt. Prospect, IL: For working families of students with disabilities throughout the northwest suburbs, one of the largest barriers to full time employment can be the limited access to appropriate after school programs for their loved one. To increase access for these families, two of the largest service providers for individuals with disabilities in the area, Clearbrook and Northwest Special Recreation Association (NWSRA), will expand the existing STAR Academy After Care Program into Mt. Prospect. This will be the third location for the program, which provides after care throughout the school year and the summer months for children and teens with disabilities. The current program resides in Rolling Meadows and Hanover Park. The program in Mt. Prospect will open on Monday, January 7.

Through the collaboration, state-certified staff lead a variety of educational, social and recreational activities after school, or day camp in the summer, for students with disabilities throughout the northwest suburbs. The program is overseen by a Certified Therapeutic Recreation Specialist (CTRS) and Certified Park and Recreation Professional (CPRP). Clearbrook President Anthony Di Vittorio stated "STAR Academy helps to meet the growing needs of families impacted by intellectual and developmental disabilities. Clearbrook is proud to be working alongside NWSRA again to provide an innovative solution to an everyday challenge."

STAR stands for Students in Therapeutic Afterschool Recreation. The third location will provide services to 20 students with disabilities daily, five days a week, throughout the school year. "We are truly excited to partner with Clearbrook to address growing need for affordable, accessible after school programming for students throughout the northwest suburbs", NWSRA Executive Director Tracey Crawford stated. To address the increased need for services needed for working families of students with disabilities, Clearbrook and NWSRA partnered collaboratively to form the STAR Academy.

In order to serve the unique needs of these students, STAR Academy curriculum focuses on three core elements; Recreation & Leisure, Health & Wellness and Social Skills. The Recreation & Leisure component focuses on developing gross and fine motor skills, experiencing cultural arts, dance, drama and music, as well as participating in passive and active recreation. The Health & Wellness component focuses on developing skills to enhance a healthy lifestyle, improving one's physical health, self-respect and self-image. Finally, the Social Skills component focuses on expanding communication skills, enhancing interaction with peers and developing interpersonal skills.

Many public school districts in Illinois are unable to provide after school services specifically for their students who participate in Special Education classes, leaving many families in desperate need of services with limited financial options. Through the collaboration between Clearbrook, NWSRA and the local School Districts, STAR Academy provides an innovative approach to after school programming.

The program will provide a Certified Therapeutic Recreation Specialist (CTRS) and Direct Service Provider (DSP) staff who will oversee and implement a variety of educational, social and recreational activities daily. STAR Academy will run throughout the school year following the NSSEO school calendar, after school until 6:00 p.m., 5 days a week and will serve students of all ages. Transportation may be provided for students attending Miner School, Kirk School, Hersey High School, Palatine High School, Hoffman Estates High School, NSSEO, District 15, District 59 and District 54 schools on a case by case basis. Students that do not attend these schools are welcome to attend the STAR Academy but will need to arrange transportation to the program.

STAR Academy in Rolling Meadows will be available to youth ages 7-14 years old. The The Mt. Prospect location will be available for teens and young adults ages 15-21. Hanover Park location will be open to

both youth, teens and young adults ages 7-21 years old. For more information on STAR Academy, visit www.nwsra.org/academy or contact Liz Thomas at 847-392-2848, ext. 227 or e-mail lizt@nwsra.org.

About Clearbrook:

Based in Northern Illinois, Clearbrook was founded in 1955 and has since evolved into a recognized leader in the field of intellectual/developmental disabilities. Today, Clearbrook creates innovative opportunities for over 8,000 children and adults with intellectual/developmental disabilities including autism, Down syndrome, and cerebral palsy - as well as their families. Clearbrook provides personalized children's, adult day, employment, residential and clinical services at more than 50 locations throughout the Chicagoland-area. In addition, Clearbrook is the largest provider of home-based services in the state of Illinois. Clearbrook employs more than 900 people and proudly reports that 92 percent of every dollar raised goes directly into programs and services. For more information, please visit www.clearbrook.org.

180 communities including metropolitan Chicago and provides services in more than 70 residential, program and support locations and is the largest provider of Home-Based Services in the state.

About NWSRA:

NWSRA has enriched the lives of children and adults with disabilities as a partnership of 17 northwest suburban Park Districts by providing outstanding recreational opportunities for over 40 years. NWSRA holds the distinction of Distinguished Accredited Agency from the Illinois Park and Recreation Association, and won the National Recreation and Park Association Excellence in Inclusion Award for national leadership in diversity and inclusion initiatives. If you are interested to learn more about NWSRA's programs and success stories, please visit our website: www.nwsra.org, or contact Brian Selders at 847-392-2848.

This item was posted by a community contributor. To read more about community contributors, click [here](#).

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Busse Woods Running Club Wins \$5,000 Competition to Donate to Local Charity

The suburban running club was created in 2017 surrounding the values of commu

By **Holly Petrovich** - November 20, 2018



This year, a local running organization is taking Thanksgiving and the spi level.

The Busse Woods Running Club [BWRC], based out of Schaumburg, has the American Turkey Tradition Running Festival, earning \$5,000 to donal choice.

"I'm so incredibly proud of our running family and their constant commitment difference in our communities," says BWRC founder Jim Kowalski.

The first category BWRC won is the largest Turkey Team Competition. Or will represent BWRC at the Schaumburg Turkey Trot Half Marathon & 5k, with club at the same event in 2017. BWRC also won the most votes – all – in a Facebook poll for the Best Turkey Team Name competition. Both categories received \$2,500 to the winner, bringing the club's total winnings to \$5,000.

BWRC has announced it will donate the money to the Northwest Special Olympics, an organization in Rolling Meadows that promotes recreation for children with disabilities.

While this is a huge accomplishment for BWRC, it's not the first time the club has supported community and charity. In fact, Kowalski and his wife, Amanda, built the club with a focus on inclusivity.

Jim and Amanda were both actively involved in the Chicago Area Runner's Association as site coordinators for the Schaumburg summer marathon training for several years. The couple noticed that come the end of fall marathon season, runners in the area had many options for group running, and they wanted to fill that void.

"There were a bunch of us who would run together beyond the 18-weeks mark, so we got to the point where we decided to give ourselves an identity," Jim says.

One of the most appealing aspects of BWRC is it's free to join; Jim and Amanda reiterated the club as an all-inclusive outlet where people can feel welcome. There's no need to worry about a membership fee.

This intrigued a lot of local runners, and as the club rapidly grew in size, they needed to become official. So, in January 2018, the Busse Woods Running Club became an official non-for-profit organization in Illinois. Runners still don't have to pay to participate, but they do have to acknowledge a waiver for insurance purposes.

"Today, we sit at 340 registered members," Jim announces. "We don't need more."

survive. Between fundraisers and donations, it's really easy, and worth it

After several months of both weekday and Saturday morning long runs, newer runners might be intimidated by the longer distances. So, they bu program.

Fifty-four runners from 12 different communities met three times a week for the Salute 5K in May. Most of them were completely new runners, an were BWRC members volunteering and cheering on the finishers.

"It was one of the most rewarding experiences," Jim says. The program opportunity for BWRC, always working towards the Salute 5K in Arlington free.

"That's our opportunity to reach people who aren't serious about half ma but who use running as a way for a healthy lifestyle," Jim adds. "We real strong presence in the community in many ways."

In just its first year alone, BWRC has definitely made an impact on the lc this year, the club adopted the section of highway 72 that runs through l hosted a Breast Cancer Walk and raised money for the Breast Cancer Re October. And, in addition to winning the American Turkey Tradition Runn hosted a coat drive and will host a food drive to give back during the hol

"This time last year was when we really started growing, and now we're can accomplish," Jim says. "We really just want to become a mainstay in offer an option for people of all walks of life to come out, walk or run with back."

Now, as Jim and Amanda start looking towards their second full year in E plans. They want to start working with local community centers and coac strength and core classes for members, and there are talks of incorporat They also want to have an official BWRC race one day.

"We are very inclusive; we don't care what your pace is, we always have

with,” says Jim. “We don’t push competition either. While we do have 20 the Petit Indoor Marathon this year, we are making the teams randomly new people, and make it fun. That’s the culture we’ve established.”

To learn more about or join the Busse Woods Running Club, visit www.bussewoodsrunningclub.com. If you are already registered, the membership committee will reach out to welcome you, and as a runner.

“We are so passionate about what we have created, and we hope that we can share it out to every run and want people to know we care and want them to come along. “Our first full year was amazing, and we’re looking forward to 2019!”

Holly Petrovich

Holly’s running career began in high school; after being bummed about volleyball team her sophomore year, she decided to join some of the cross country team. She also did track in the fall, where she ran the 1600m. Since then, she has run many distance races, and is going for her fifth Bank of America Chicago Marathon this October. She graduated from Northwestern University in May 2016 with a degree in journalism, and is working towards her M.A. in Public Health and Marketing.



From: Rolling Meadows Chamber of Commerce <courtney@rmchamber.org>
Sent: Tuesday, November 27, 2018 10:49 AM
To: Nanette Sowa <nanettes@nwsra.org>
Subject: Rolling Meadows Chamber Weekly Briefs - Bring your staff, coworkers, etc. to this FREE business networking event, and #GivingTuesday!

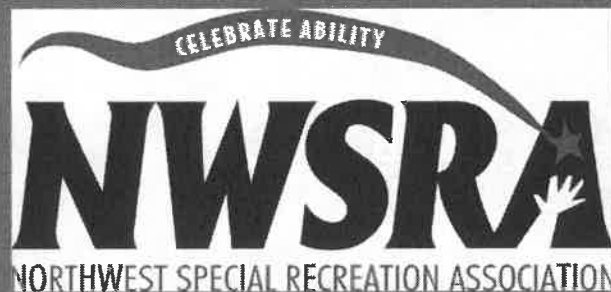
[View this email in your browser](#)



Rolling Meadows Chamber Weekly Briefs
Week of November 26th, 2018

#GivingTuesday!

Today is #GivingTuesday! Please support some of our Chamber members below on this joyous occasion:



<https://tinyurl.com/y7veemy2>



CLEARBROOK
Creating Opportunities for People with Disabilities

<https://tinyurl.com/y7tkaz7x>



RCL Resources for
Community Living
To live independently is the greatest gift of all

<https://tinyurl.com/yacekmrz>

New Chamber Members!

XI. Closed Session

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**NORTHWEST SPECIAL RECREATION ASSOCIATION
RESOLUTION NO. R2018-13**

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

WHEREAS, Section 2.06(d) of the Open Meetings Act, 5 ILCS 120/2.06(d), requires the Board of Park Trustees (“Agency Board”) of the Northwest Special Recreation Association (“Agency”) to meet periodically, but no less than semi-annually, to review the minutes of all closed meetings and to determine and thereafter report in open session whether (i) the need for confidentiality still exists with respect to all or parts of those minutes, or (ii) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Trustees of Northwest Special Recreation, Cook County, Illinois, as follows:

1. The foregoing preambles to this Resolution are hereby incorporated by this reference in, and made a part of, this Resolution.
2. The Agency Board, having met periodically but not less than semiannually to review all previously unreleased closed session meeting minutes, hereby determines as of the date of this resolution that the following sets of closed session minutes, or portions thereof, no longer require confidential treatment and are available for public inspection:
 - A.
3. The Agency Board hereby further determines that the need for confidentiality still exists as to all closed session minutes, or portions thereof, not listed in Section 2 above, and the same shall not be released for public inspection.
4. This Resolution shall be in full force and effect from and after its adoption as provided by law.

Adopted this 12th day of December, 2018 by roll call vote as follows:

AYES:

NAYS:

ABSENT:

Diane Hilgers, Chairman,
Board of Trustees

ATTEST:

Tracey Crawford, Recording Secretary
Board of Trustees

STATE OF ILLINOIS)
)
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

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

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

adopted at a duly called Regular Meeting of the Board of Trustees of Northwest Special Recreation Association held at Park Central, 3000 W. Central Road, Rolling Meadows, Illinois at 10:30 a.m. on the 12th day of December, 2018.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution 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 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 Agency 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 hereto affix my official signature and the seal of said Northwest Special Recreation Association at Rolling Meadows, Illinois, this 12th day of December, 2018.

Tracey Crawford

[SEAL]