



WHAT'S HAPPENING

NWSRA and SLSF are once again, without a Superintendent of Finance. Let me catch you up...on January 11, the NWSRA staff discovered indiscretions regarding the actions of the employee in the top finance position. A thorough investigation was conducted starting with a forensic audit of all transactions, interviewing of employees involved, and discussions with the Executive Committee, as well as our Park District Risk Management Agency (PDRMA) attorney.

By the end of the day, the employee was sent home on Paid Administrative Leave. The employee was formally terminated on Monday, January 15, 2024.

[READ MORE](#)

CALL TO ACTION!

**SLSF BOARD OF
TRUSTEES MEETING
JANUARY 23, 2024**

**NWSRA BOARD OF
DIRECTORS MEETING
JANUARY 31, 2024**

On Monday, January 15, 2024 We engaged the Robert Half Recruiters and Employment Agency located in Hoffman Estates, IL. We have contracted Raquel Jimenez with 15 years of experience in business accounting.

Her areas of practice include: cost accounting, internal audits, budget preparation, financial analysis, process improvement, payroll, AP/AR and financial statement experience. She is working on a temporary basis through the Robert Half Agency as we search for a new Superintendent of Finance.

Our Accounting Clerk, Joe Dalmaso, will work closely with Raquel over the next several weeks to ensure that the NWSRA and SLSF finances stay on track as we gear up for our annual audit with Selden Fox, transitioning financial software from QuickBooks to AccuFund as well as closing fiscal year 2023.

Feel free to send us any referrals of potential candidates for the Superintendent of Finance position. Forward all interested candidates to Darleen Negrillo, Superintendent of Administrative Services, at dnegrillo@nwsra.org.



JANUARY DATES TO REMEMBER:

- NEW BOARD MEMBER ORIENTATION BREAKFAST : 1/22/24
- IAPD/IPRA CONFERENCE : 1/24 - 1/27/24
- NWSRA BOARD MTG. : 1/31/24

IRS MEETING - JANUARY 19, 2024



The Executive Committee, NWSRA Legal Council, Steve Adams, and staff, met via Zoom on Friday, January 12, to discuss our strategy for meeting with our assigned IRS Revenue Officer, M. Bell. The meeting will be at the IRS Office located at 2001 Butterfield Road, Downers Grove, IL. at 10:00 am and is expected to last 2-3 hours. Craig Talsma, NWSRA Board Chair, Steve Adams, NWSRA Legal Council, and Tracey Crawford, NWSRA Executive Director will all be in attendance.

The assigned Revenue Officer, M. Bell, sent communication asking for payment in the amount of \$164,929.87 by January 19 or the following documentation must be provided:

Completed Form(s).

- Signed 433-B Collection Information Statement for Business

Bank Records (For all affiliated banking accounts).

- Bank Statements from 12/01/2023 to current
- Bank Signature Cards 12/01/2023 to current
- Cancelled Checks from 12/01/2023 to current

Supporting docs or information needed: (Most current in last 30-60 days)

- List of all vehicles and value information
- List of all properties and value information
- List of all inventory/equipment with value information
- List of all Account Receivables Report
- Business reports: profit and loss statements, earnings statements, payroll, etc.,
- Monthly invoices/statements for all expenses claimed

All of the documents listed above, in addition to the letter sent to the IRS, and the support documents will be brought to the meeting and available when and if needed. During the discussion around what documents to bring, in addition to the original article posted regarding the QuickBooks tax payment issues, it was discovered that there were several comments from other businesses experiencing the same issues that NWSRA encountered. All of this information will be submitted with the goal of asking for full abatement of the penalties and interest that has incurred due to late payments of 941 Payroll taxes for FY2022 and 1st quarter of 2023. Stay tuned...

