



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

December 18, 2024
10:30 a.m. Regular Meeting
Park Central
3000 W. Central Road
Rolling Meadows, IL

AGENDA

- I. Call to Order
 - A. Roll Call

- II. Approval of Agenda

- III. Introduction of Guests:
None

- IV. Public Comment

- V. **Approval of Consent Agenda:** Pages – 3-22
 - A. Approval of Minutes, November 20, 2024 – *Will be disbursed at the meeting*
 - B. NWSRA Financial Reports, November 30, 2024
 1. Organizational Cash
 2. Income Statement
 - i. Operating
 - ii. Capital
 3. Account Snapshot
 - C. Warrant:
 1. November 30, 2024 – \$507,548.44

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

- VII. Staff Reports:
 - A. None

- VIII. **Old Business:** Pages – 23-34
 - A. FY2025 Executive Committee

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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- B. Paid Leave for All Workers Act
 - C. Organizational Chart
 - D. Proposed FY2025 Full-Time Salary Ranges
 - E. Proposed FY2025 Part-Time Salary Ranges
 - F. Proposed FY2025 Increase Pool
 - G. Proposed FY2025 Health Insurance
 - H. Other
- IX. **New Business:** Pages – 35-44
- A. Appointment of Legal Counsel:
 - 1. Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.
 - B. IT Services Provider Contract Approval
 - C. Other
- X. **Informational/Action Items:** Pages – 45-46
- A. FY2025 Board Meeting Dates
 - B. Other
- XI. **Closed Session:** Pages
Closed Session in accordance with the Open Meeting Act to consider information regarding:
- A. Personnel – 5ILCS 120/2(c)(1)
 - B. Pending or Imminent Litigation 5ILCS 120/2(c)(11)
- XII. Action as a result of Closed Session
- XIII. Adjournment



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



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

V. Consent Agenda

[Return to Home](#)

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW AS OF November 30, 2024

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
In house	PETTY CASH	\$ 500.00	\$ 150.00	\$ 650.00
<u>OPERATING</u>				
Village Bank & Trust NA	OPER/MMA	\$ 163,490.13	\$ 74,127.96	\$ 237,618.09
Village Bank & Trust NA	FLEX SPENDING CHECKING	\$ 7,870.85		\$ 7,870.85
	TOTAL	<u>\$ 171,860.98</u>	<u>\$ 74,277.96</u>	<u>\$ 246,138.94</u>
<u>RESERVES:</u>				
Village Bank & Trust NA	MDAA MAX SAFE	\$ 380,324.48		\$ 380,324.48
Village Bank & Trust NA	CAPITAL MAX SAFE	\$ 417,023.97		\$ 417,023.97
Village Bank & Trust NA	RESERVE / PROJECT		\$ 136,774.38	\$ 136,774.38
	TOTAL	<u>\$ 797,348.45</u>	<u>\$ 136,774.38</u>	<u>\$ 934,122.83</u>
<u>RESERVES: INVESTMENTS</u>				
BF EDWARDS			\$ 1,503,641.84	\$ 1,503,641.84
<u>PFM General Reserve</u>				\$ -
	Liquid Asset Fund	\$ 101,090.75		\$ 101,090.75
	Investments	\$ 1,207,000.00		\$ 1,207,000.00
	TOTAL	<u>\$ 1,308,090.75</u>		<u>\$ 1,308,090.75</u>
<u>PFM Capital Reserve</u>				
	Liquid Asset Fund	\$ 43,364.79		\$ 43,364.79
	Investments	\$ 600,000.00		\$ 600,000.00
	TOTAL	<u>\$ 643,364.79</u>	<u>\$ 1,503,641.84</u>	<u>\$ 2,147,006.63</u>
<u>TOTAL CASH & RESERVES</u>				
<u>November 30, 2024</u>		<u>\$ 2,920,664.97</u>	<u>\$ 1,714,694.18</u>	<u>\$ 4,635,359.15</u>
				<u>\$ 4,635,359.15</u>
				\$ -

**Northwest Special Recreation Association
Income Statement
For 11/30/2024**

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Revenues					
Member District Assessments					
10 31 0000 310001 Arlington Heights Assessment	137,288.23	411,864.71	549,152.95	(137,288.24)	75.00
10 31 0000 310002 Bartlett Assessment	0.00	237,979.44	237,979.44	0.00	100.00
10 31 0000 310003 Buffalo Grove Assessment	172,878.83	345,757.66	345,757.67	(0.01)	100.00
10 31 0000 310004 Elk Grove Assessment	0.00	320,854.81	320,854.81	0.00	100.00
10 31 0000 310005 Hanover Park Assessment	0.00	74,859.22	149,718.43	(74,859.21)	50.00
10 31 0000 310006 Hoffman Estates Assessment	164,297.99	328,595.99	328,595.99	0.00	100.00
10 31 0000 310007 Inverness Assessment	0.00	37,289.74	37,289.74	0.00	100.00
10 31 0000 310008 Mount Prospect Assessment	0.00	352,343.74	352,343.74	0.00	100.00
10 31 0000 310009 Palatine Assessment	0.00	474,629.84	474,629.85	(0.01)	100.00
10 31 0000 310010 Prospect Heights Assessment	0.00	87,857.95	87,857.95	0.00	100.00
10 31 0000 310011 River Trails Assessment	0.00	106,608.02	106,608.02	0.00	100.00
10 31 0000 310012 Rolling Meadows Assessment	87,278.99	174,557.98	174,557.98	0.00	100.00
10 31 0000 310013 Salt Creek Assessment	0.00	40,211.12	40,211.12	0.00	100.00
10 31 0000 310014 Schaumburg Assessment	0.00	684,582.23	684,582.23	0.00	100.00
10 31 0000 310015 South Barrington Assessment	0.00	72,999.83	72,999.83	0.00	100.00
10 31 0000 310016 Streamwood Assessment	81,639.28	163,278.56	163,278.56	0.00	100.00
10 31 0000 310017 Wheeling Assessment	0.00	280,295.19	280,295.19	0.00	100.00
Total Member District Assessments	643,383.32	4,194,566.03	4,406,713.50	(212,147.47)	95.19
Program Fees					
10 32 1001 320001 Club Program Fees	1,719.80	37,093.40	26,000.00	11,093.40	142.67
10 32 1002 320002 Leisure Education Program Fees	133.33	9,514.69	9,000.00	514.69	105.72
10 32 1004 320004 Special Events Program Fees	1,155.38	15,517.89	21,000.00	(5,482.11)	73.89
10 32 1005 320005 Day Camp Program Fees	2,228.53	291,486.98	252,000.00	39,486.98	115.67
10 32 1006 320006 General Programs Fees	4,285.73	269,437.63	250,000.00	19,437.63	107.78
10 32 1008 320008 Trips Program Fees	0.00	53,343.00	55,000.00	(1,657.00)	96.99
10 32 1009 320009 PURSUIT Program Fees	2,990.00	194,423.85	122,376.00	72,047.85	158.87
10 32 1011 320011 Athletic Program Fees	1,268.00	36,349.18	42,000.00	(5,650.82)	86.55
Total Program Fees	13,780.77	907,166.62	777,376.00	129,790.62	116.70
Transportation Door to Door					
10 33 1001 321001 Clubs Transport Door to Door	264.00	2,137.27	2,800.00	(662.73)	76.33
10 33 1004 321004 Special Events Transport Door to Door	12.00	60.54	100.00	(39.46)	60.54
10 33 1005 321005 Day Camp Transport Door to Door	0.00	25,918.04	14,000.00	11,918.04	185.13
10 33 1006 321006 General Programs Transport Door to Door	304.08	5,379.95	3,300.00	2,079.95	163.03
Total Transportation Door to Door	580.08	33,495.80	20,200.00	13,295.80	165.82
Transportation Pickup Points					
10 34 1001 321101 Clubs Transport Pick Up Points	149.78	1,806.41	2,000.00	(193.59)	90.32
10 34 1002 321102 Leisure Transport Pick Up Points	26.67	1,233.44	2,000.00	(766.56)	61.67
10 34 1004 321104 Special Events Transport Pick Up Points	57.44	895.38	1,400.00	(504.62)	63.96
10 34 1005 321105 Day Camp Transport Pick Up Points	0.00	6,580.34	9,000.00	(2,419.66)	73.11
10 34 1006 321106 General Programs Transport Pick Up Points	314.29	12,142.73	10,000.00	2,142.73	121.43
Total Transportation Pickup Points	548.18	22,658.30	24,400.00	(1,741.70)	92.86
Non Program Revenue					
10 35 0000 340001 Non Program Revenue	1,160.00	16,767.60	6,000.00	10,767.60	279.46
10 35 0000 340009 Collaboratives Revenues	38,901.37	418,465.07	448,046.00	(29,580.93)	93.40
10 35 0000 340010 Revenue SLSF	0.00	280.83	500.00	(219.17)	56.17
Total Non Program Revenue	40,061.37	435,513.50	454,546.00	(19,032.50)	95.81
SLSF Grant Contributions					
10 36 0000 350001 Scholarship Contribution	0.00	67,298.00	65,000.00	2,298.00	103.54
10 36 0000 350002 Programs Contribution	0.00	44,248.87	125,000.00	(80,751.13)	35.40
10 36 0000 350003 Inclusion Contribution	0.00	10,571.66	25,000.00	(14,428.34)	42.29
10 36 0000 350004 Transportation Contribution	0.00	100,522.18	85,000.00	15,522.18	118.26
10 36 0000 350005 Athletics Contribution	0.00	19,497.94	50,000.00	(30,502.06)	39.00
Total SLSF Grant Contributions	0.00	242,138.65	350,000.00	(107,861.35)	69.18
Sale of Fixed Assets					
10 37 0000 360001 Sale of Fixed Assets	0.00	1,485.00	10,000.00	(8,515.00)	14.85
Total Sale of Fixed Assets	0.00	1,485.00	10,000.00	(8,515.00)	14.85

Northwest Special Recreation Association
Income Statement
For 11/30/2024

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Interest					
10 38 0000 370001 Operating Interest	1,047.32	35,661.13	54,100.00	(18,438.87)	65.92
10 38 0000 370002 Investment Interest	576.28	42,444.32	81,950.04	(39,505.72)	51.79
Total Interest	1,623.60	78,105.45	136,050.04	(57,944.59)	57.41
Total Revenues	699,977.32	5,915,129.35	6,179,285.54	(264,156.19)	95.73
Expenses					
Operating Expenses					
Professional Fees					
10 41 0000 421001 Professional Fees	1,125.00	86,826.00	4,375.00	82,451.00	1,984.59
10 41 0000 421002 Legal Fees	8,728.75	25,833.45	12,150.00	(13,683.45)	212.62
10 41 0000 421003 Miscellaneous professional fees	0.00	64.38	850.00	785.62	7.57
10 41 0000 421004 Audit	0.00	8,833.03	12,510.00	3,676.97	70.61
10 41 0000 421005 GASB	0.00	910.00	0.00	(910.00)	0.00
Total Professional Fees	9,853.75	122,466.86	29,885.00	(92,581.86)	409.79
Independent Contractors					
10 65 0000 424407 Office	3,594.67	25,687.00	7,000.00	(18,687.00)	366.96
10 65 1002 424402 Leisure Ed	0.00	0.00	2,500.00	2,500.00	0.00
10 65 1005 424405 Day Camp	0.00	11,592.25	12,000.00	407.75	96.60
10 65 1006 424406 General Programs	1,552.50	9,836.16	12,000.00	2,163.84	81.97
10 65 1009 424405 PURSUIT	0.00	420.00	0.00	(420.00)	0.00
10 65 1009 424409 PURSUIT	0.00	1,400.00	2,800.00	1,400.00	50.00
10 65 1010 424406 Athletics	0.00	150.00	0.00	(150.00)	0.00
10 65 1011 424407 Athletics	0.00	596.82	0.00	(596.82)	0.00
10 65 1011 424411 Athletics	0.00	5,159.51	2,500.00	(2,659.51)	206.38
Total Independent Contractors	5,147.17	54,841.74	38,800.00	(16,041.74)	141.34
Office Supplies					
10 42 0000 421101 Coffee / Water	0.00	350.54	400.00	49.46	87.64
10 42 0000 421102 Furniture Needs	0.00	324.13	300.00	(24.13)	108.04
10 42 0000 421103 Locksmith / Keys	0.00	1,041.50	500.00	(541.50)	208.30
10 42 0000 421104 Nametags	0.00	417.92	500.00	82.08	83.58
10 42 0000 421105 Supplies	0.00	3,630.95	2,500.00	(1,130.95)	145.24
10 42 0000 421106 Miscellaneous Office supplies	0.00	295.06	350.00	54.94	84.30
Total Office Supplies	0.00	6,060.10	4,550.00	(1,510.10)	133.19
Bank Fees					
10 43 0000 421151 Bank Fees & Credit Card Fees	1,051.19	27,277.71	13,415.88	(13,861.83)	203.32
10 43 0000 421152 PFM Fees	0.00	355.50	2,000.00	1,644.50	17.78
Total Bank Fees	1,051.19	27,633.21	15,415.88	(12,217.33)	179.25
Payroll Processing					
10 64 0000 424303 FSA	76.50	801.00	1,250.00	449.00	64.08
10 64 0000 424304 W2 Processing	0.00	0.00	400.00	400.00	0.00
10 64 1007 424305 Miscellaneous / Payroll Processing	0.00	240.19	0.00	(240.19)	0.00
Total Payroll Processing	76.50	1,041.19	1,650.00	608.81	63.10
Postage					
10 44 0000 421201 Postage	0.00	1,196.68	2,500.00	1,303.32	47.87
10 44 0000 421202 Postal Machine Rental	0.00	1,376.40	1,817.78	441.38	75.72
10 44 0000 421204 Miscellaneous Postage	0.00	83.47	240.00	156.53	34.78
	0.00	2,656.55	4,557.78	1,901.23	58.29
Telephone/Fax					
10 45 0000 421301 Cell Phone Service	0.00	7,790.35	9,360.50	1,570.15	83.23
10 45 0000 421304 Office Phones	0.00	2,639.66	2,643.05	3.39	99.87
10 45 0000 421305 Phone Maintenance	1,230.34	12,425.84	14,275.68	1,849.84	87.04
Total Telephone/Fax	1,230.34	22,855.85	26,279.23	3,423.38	86.97
Conference Education					
10 46 0000 421401 NRPA	0.00	5,744.33	5,200.00	(544.33)	110.47
10 46 0000 421402 IPRA	0.00	21,242.20	29,700.00	8,457.80	71.52
10 46 0000 421403 PDRMA	0.00	165.00	140.00	(25.00)	117.86
10 46 0000 421404 IAPD	0.00	1,394.50	1,000.00	(394.50)	139.45
10 46 0000 421405 Evaluation Lunches	0.00	2,117.55	1,673.00	(444.55)	126.57
10 46 0000 421406 Professional Meetings	0.00	3,364.21	4,800.00	1,435.79	70.09
10 46 0000 421407 Other Trainings/Workshops	0.00	7,914.17	8,087.00	172.83	97.86

**Northwest Special Recreation Association
Income Statement
For 11/30/2024**

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
10 46 0000 421408 ATRA	39.16	4,016.55	6,800.00	2,783.45	59.07
Total Conference Education	39.16	45,958.51	57,400.00	11,441.49	80.07
Memberships/certification					
10 47 0000 421501 ATRA/ILRTA	0.00	4,010.00	3,150.00	(860.00)	127.30
10 47 0000 421502 CDL Reimbursement/Renewal	0.00	243.39	680.00	436.61	35.79
10 47 0000 421503 CPRP Exam/Renewal	0.00	370.00	464.00	94.00	79.74
10 47 0000 421504 CTRS Exam/Renewal	0.00	1,260.00	3,085.00	1,825.00	40.84
10 47 0000 421505 Distinguished Accreditation	0.00	80.00	0.00	(80.00)	0.00
10 47 0000 421506 Hands on Suburban Chicago	0.00	0.00	300.00	300.00	0.00
10 47 0000 421507 IPRA	0.00	9,120.00	12,762.00	3,642.00	71.46
10 47 0000 421508 LAC Group	0.00	0.00	500.00	500.00	0.00
10 47 0000 421509 NRPA	0.00	470.00	470.00	0.00	100.00
10 47 0000 421510 Safety Training	0.00	608.00	2,000.00	1,392.00	30.40
10 47 0000 421511 COSTCO	0.00	0.00	170.00	170.00	0.00
10 47 0000 421513 Miscellaneous	0.00	1,724.75	2,988.59	1,263.84	57.71
10 47 0000 421514 CPI Recertification	0.00	4,349.00	3,698.00	(651.00)	117.60
10 47 0000 421515 SHRM	0.00	429.00	244.00	(185.00)	175.82
Total Memberships/certification	0.00	22,664.14	30,511.59	7,847.45	74.28
Maintenance/Utilities					
10 49 0000 421701 Condo Cleaning	960.00	10,560.00	11,611.05	1,051.05	90.95
10 49 0000 421702 Electric	676.72	11,291.69	9,886.76	(1,404.93)	114.21
10 49 0000 421703 Gas	89.12	3,195.95	5,376.16	2,180.21	59.45
10 49 0000 421705 Service Agreements	1,920.00	7,405.87	5,309.35	(2,096.52)	139.49
10 49 0000 421706 Internet	0.00	16,851.37	19,367.76	2,516.39	87.01
10 49 0000 421707 Miscellaneous	0.00	1,190.70	2,000.00	809.30	59.54
10 49 0000 421708 Cleaning Supplies	0.00	1,753.83	1,866.50	112.67	93.96
Total Maintenance/Utilities	3,645.84	52,249.41	55,417.58	3,168.17	94.28
Rent					
10 50 0000 421801 Condo Association Fee	1,065.00	11,715.00	12,780.00	1,065.00	91.67
10 50 0000 421802 RMCC Rental Space	2,500.00	27,500.00	30,000.00	2,500.00	91.67
10 50 0000 421803 HPCC Rental Space	1,443.00	15,873.00	17,316.00	1,443.00	91.67
10 50 0000 421804 MPPD Rental Space	0.00	30,000.00	30,000.00	0.00	100.00
10 50 0000 421805 WPD Rental Space	0.00	30,000.00	30,000.00	0.00	100.00
10 50 0000 421806 BCPD Rental Space	0.00	30,000.00	30,090.00	90.00	99.70
10 50 0000 421807 HEPD Rental Space	0.00	30,000.00	30,090.00	90.00	99.70
Total Rent	5,008.00	175,088.00	180,276.00	5,188.00	97.12
Computers					
10 51 0000 421901 Database Enhancements	0.00	0.00	6,500.00	6,500.00	0.00
10 51 0000 421902 Framework Support	10,681.70	61,390.25	72,517.00	11,126.75	84.66
10 51 0000 421904 Web Development	0.00	505.88	900.00	394.12	56.21
10 51 0000 421905 Miscellaneous Software	312.50	92,385.57	65,904.50	(26,481.07)	140.18
10 51 0000 421906 Miscellaneous Hardware	0.00	2,901.18	4,100.00	1,198.82	70.76
Total Computers	10,994.20	157,182.88	149,921.50	(7,261.38)	104.84
Rental Municipal					
10 52 1001 422101 Clubs Rental Municipal	0.00	3,145.65	1,200.00	(1,945.65)	262.14
10 52 1004 422104 Special Events Rental Municipal	0.00	447.00	500.00	53.00	89.40
10 52 1005 422105 Day Camp Rental Municipal	0.00	16,105.18	14,304.00	(1,801.18)	112.59
10 52 1006 422106 General Programs Rental Municipal	0.00	3,437.15	10,000.00	6,562.85	34.37
10 52 1009 422109 PURSUIT Rental Municipal	0.00	2,170.50	1,500.00	(670.50)	144.70
10 52 1011 422111 Athletic Rental Municipal	0.00	2,416.65	3,100.00	683.35	77.96
Total Rental Municipal	0.00	27,722.13	30,604.00	2,881.87	90.58
Commercial					
10 53 1001 422201 Clubs Commercial Expenses	0.00	5,283.77	5,600.00	316.23	94.35
10 53 1002 422202 Leisure Education Commercial Expenses	0.00	1,151.18	1,000.00	(151.18)	115.12
10 53 1004 422204 Special Events Commercial Expenses	0.00	7,465.17	9,000.00	1,534.83	82.95
10 53 1005 422205 Day Camp Commercial Expenses	0.00	2,340.53	4,800.00	2,459.47	48.76
10 53 1006 422206 General Programs Commercial Expenses	0.00	35,853.13	37,000.00	1,146.87	96.90
10 53 1008 422208 Trips Commercial Expenses	40.00	39,404.06	46,000.00	6,595.94	85.66
10 53 1009 422209 PURSUIT Commercial Expenses	0.00	14,030.47	15,000.00	969.53	93.54
10 53 1011 422211 Athletic Commercial Expenses	(5,407.06)	7,612.02	6,000.00	(1,612.02)	126.87
Total Commercial	(5,367.06)	113,140.33	124,400.00	11,259.67	90.95

Northwest Special Recreation Association
Income Statement
For 11/30/2024

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Program Development					
10 54 0000 422301 Programming Space Misc.	0.00	2,464.68	2,500.00	35.32	98.59
Total Program Development	0.00	2,464.68	2,500.00	35.32	98.59
Program Supplies					
10 55 0000 422411 Paper Products / Program Supplies	0.00	895.54	2,000.00	1,104.46	44.78
10 55 0000 422412 General Training/Orientation Program Supplies	0.00	1,309.20	1,450.00	140.80	90.29
10 55 0000 422413 CPI Books / Program Supplies	0.00	3,198.90	500.00	(2,698.90)	639.78
10 55 0000 422414 First Aid/CPR Program Supplies	0.00	1,767.95	1,300.00	(467.95)	136.00
10 55 0000 422415 Staff Appreciation Party Program Supplies	0.00	1,943.39	1,700.00	(243.39)	114.32
10 55 0000 422417 Storeroom Supplies	0.00	221.99	500.00	278.01	44.40
10 55 0000 422421 Safety/Behavior	0.00	760.66	1,500.00	739.34	50.71
10 55 0000 422422 Committees Program Supplies	0.00	933.40	1,500.00	566.60	62.23
10 55 0000 422424 Speciality Programs /Program Supplies	0.00	452.98	1,100.00	647.02	41.18
10 55 0000 422425 Collaborative Training/ Program Supplies	0.00	267.10	500.00	232.90	53.42
10 55 1001 422401 Clubs / Program Supplies	0.00	2,444.44	3,200.00	755.56	76.39
10 55 1002 422402 Leisure Education / Program Supplies	0.00	381.56	900.00	518.44	42.40
10 55 1004 422404 Special Events / Program Supplies	0.00	1,771.11	1,800.00	28.89	98.40
10 55 1005 422405 Day Camp / Program Supplies	389.00	7,142.80	13,976.00	6,833.20	51.11
10 55 1006 422406 General Programs / Program Supplies	39.05	11,535.68	14,500.00	2,964.32	79.56
10 55 1009 422409 PURSUIT / Program Supplies	39.08	17,288.57	27,000.00	9,711.43	64.03
10 55 1011 422423 Athletics / Program Supplies	145.89	3,257.39	2,000.00	(1,257.39)	162.87
Total Program Supplies	613.02	55,572.66	75,426.00	19,853.34	73.68
Commercial Transportation					
10 56 1005 422505 Day Camp / Commercial Transport	0.00	131,542.05	103,480.00	(28,062.05)	127.12
10 56 1011 422511 Athletic / Commercial Transport	0.00	3,301.92	5,000.00	1,698.08	66.04
Total Commercial Transportation	0.00	134,843.97	108,480.00	(26,363.97)	124.30
Transportation Maintenance					
10 58 0000 422701 Cleaning Supplies/ Transport Maintenance	0.00	61.41	100.00	38.59	61.41
10 58 0000 422702 Repair / Transport Maintenance	11,953.72	110,250.03	80,000.00	(30,250.03)	137.81
10 58 0000 422705 Miscellaneous / Transport Maintenance	0.00	353.15	100.00	(253.15)	353.15
Total Transportation Maintenance	11,953.72	110,664.59	80,200.00	(30,464.59)	137.99
Mileage					
10 57 0000 422601 Full Time Staff Mileage Reimbursment	2,813.66	24,925.43	40,000.00	15,074.57	62.31
10 57 0000 422602 Part Time Staff Mileage Reimbursment	0.00	959.27	1,000.00	40.73	95.93
Total Mileage	2,813.66	25,884.70	41,000.00	15,115.30	63.13
Transportation Gas/Tolls					
10 59 0000 422801 Transportation/ Gas	5,824.76	64,883.58	88,000.00	23,116.42	73.73
10 59 0000 422802 Transportation/Tolls	0.00	6,000.49	6,000.00	(0.49)	100.01
Total Transportation Gas/Tolls	5,824.76	70,884.07	94,000.00	23,115.93	75.41
Printing					
10 60 0000 422901 Copier 2nd Floor	0.00	7,466.83	8,500.00	1,033.17	87.85
10 60 0000 422903 Day Camp Brochure	0.00	2,088.00	2,000.00	(88.00)	104.40
10 60 0000 422904 Paper	0.00	3,010.83	2,450.00	(560.83)	122.89
10 60 0000 422907 Seasonal Brochure	1,700.00	15,165.00	18,100.00	2,935.00	83.78
10 60 0000 422908 Stationary/Business Cards	0.00	1,229.82	1,230.00	0.18	99.99
10 60 0000 422909 Miscellaneous / Printing	0.00	174.59	1,000.00	825.41	17.46
Total Printing	1,700.00	29,135.07	33,280.00	4,144.93	87.55
Public Awareness					
10 61 0000 423101 Awards/Recognition	0.00	2,855.97	2,277.16	(578.81)	125.42
10 61 0000 423102 Ads	0.00	22.75	180.00	157.25	12.64
10 61 0000 423103 Legal Notices	0.00	105.30	420.00	314.70	25.07
10 61 0000 423104 Online Media	0.00	0.00	500.00	500.00	0.00
10 61 0000 423105 Give Aways	0.00	487.86	400.00	(87.86)	121.97
10 61 0000 423106 Admin Professionals Week	0.00	332.69	300.00	(32.69)	110.90
10 61 0000 423107 Staff Support	0.00	1,471.76	2,400.00	928.24	61.32
10 61 0000 423108 Subscriptions	0.00	2,169.08	2,142.00	(27.08)	101.26
10 61 0000 423109 Miscellaneous	0.00	52.13	0.00	(52.13)	0.00

**Northwest Special Recreation Association
Income Statement
For 11/30/2024**

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
10 61 0000 423110 Recruitment	400.00	22,175.40	19,000.00	(3,175.40)	116.71
10 61 0000 423111 Outreach	0.00	3,009.02	2,000.00	(1,009.02)	150.45
Total Public Awareness	400.00	32,681.96	29,619.16	(3,062.80)	110.34
Liability Expense					
10 66 0000 441001 Background Checks	0.00	1,000.00	1,000.00	0.00	100.00
10 66 0000 441002 Drug Tests / Physicals	0.00	1,435.00	3,970.00	2,535.00	36.15
10 66 0000 441003 Unemployment	0.00	1,366.01	8,220.29	6,854.28	16.62
10 66 0000 441004 Liability Fees	0.00	44,840.16	89,680.30	44,840.14	50.00
Total Liability Expense	0.00	48,641.17	102,870.59	54,229.42	47.28
Total Expenses	54,984.25	1,342,333.77	1,317,044.31	(25,289.46)	101.92
Salary Expense					
Full-Time Salary					
10 62 0000 424101 Salary	174,315.11	2,071,618.75	2,578,001.58	506,382.83	80.36
10 62 0000 424102 Over-Time	0.00	1,889.86	500.00	(1,389.86)	377.97
10 62 0000 424103 Phone/Data Stipend	(40.00)	15,170.00	20,640.00	5,470.00	73.50
10 62 0000 424105 Car Allowance	300.00	4,500.00	7,800.00	3,300.00	57.69
Total Full-Time Salary	174,575.11	2,093,178.61	2,606,941.58	513,762.97	80.29
Part-Time Salary					
10 63 0000 424207 Office Support / Part-Time Salary	629.50	41,796.51	60,000.00	18,203.49	69.66
10 63 0000 424211 Training / Part-Time Salary	433.13	37,358.40	31,600.00	(5,758.40)	118.22
10 63 0000 424214 Transportation / Part-Time Salary	11,226.63	101,540.07	100,000.00	(1,540.07)	101.54
10 63 1001 424201 Clubs / Part-Time Salary	296.40	3,353.89	2,000.00	(1,353.89)	167.69
10 63 1004 424204 Special Events / Part-Time Salary	0.00	45.10	23,881.53	23,836.43	0.19
10 63 1005 424205 Day Camp / Part-Time Salary	0.00	537,719.86	330,000.00	(207,719.86)	162.95
10 63 1006 424206 General Programs / Part-Time Salary	22,197.62	225,212.84	154,000.00	(71,212.84)	146.24
10 63 1009 424209 PURSUIT / Part-Time Salary	1,414.98	38,314.46	25,027.50	(13,286.96)	153.09
10 63 1011 424213 Athletics / Part-Time Salary	4,024.33	41,360.58	15,000.00	(26,360.58)	275.74
Total Part-Time Salary	40,222.59	1,026,701.71	741,509.03	(285,192.68)	138.46
Inclusion					
10 69 0001 450001 Arlington Heights Inclusion Salary	7,763.38	72,549.15	58,512.77	(14,036.38)	123.99
10 69 0001 450002 Bartlett Inclusion Salary	1,867.69	36,983.41	16,544.04	(20,439.37)	223.55
10 69 0001 450003 Buffalo Grove Inclusion Salary	5,027.56	101,119.76	80,650.30	(20,469.46)	125.38
10 69 0001 450004 Elk Grove Village Inclusion Salary	0.00	18,962.79	29,705.47	10,742.68	63.84
10 69 0001 450005 Hanover Park Inclusion Salary	0.00	23,176.76	9,057.36	(14,119.40)	255.89
10 69 0001 450006 Hoffman Estates Inclusion Salary	3,422.64	47,078.52	39,561.64	(7,516.88)	119.00
10 69 0001 450007 Inverness Inclusion Salary	0.00	0.00	78.91	78.91	0.00
10 69 0001 450008 Mount Prospect Inclusion Salary	3,780.68	50,130.93	24,433.83	(25,697.10)	205.17
10 69 0001 450009 Palatine Inclusion Salary	3,715.17	70,337.86	51,651.79	(18,686.07)	136.18
10 69 0001 450010 Prospect Heights Inclusion Salary	529.90	10,844.21	7,746.23	(3,097.98)	139.99
10 69 0001 450011 River Trails Inclusion Salary	1,191.30	25,033.04	15,909.13	(9,123.91)	157.35
10 69 0001 450012 Rolling Meadows Inclusion Salary	4,524.91	79,906.42	71,482.43	(8,423.99)	111.78
10 69 0001 450013 Salt Creek Inclusion Salary	0.00	7,404.14	862.25	(6,541.89)	858.70
10 69 0001 450014 Schaumburg Inclusion Salary	7,762.12	161,369.06	134,242.07	(27,126.99)	120.21
10 69 0001 450015 South Barrington Inclusion Salary	240.00	13,354.80	15,666.15	2,311.35	85.25
10 69 0001 450016 Streamwood Inclusion Salary	(553.79)	11,935.36	3,742.84	(8,192.52)	318.89
10 69 0001 450017 Wheeling Inclusion Salary	4,596.92	95,264.93	74,993.73	(20,271.20)	127.03
10 69 0001 450019 Inclusion Training Salary	117.10	12,641.30	14,400.00	1,758.70	87.79
10 69 0001 450020 Rovers Salary Inclusion	329.00	40,443.42	19,000.00	(21,443.42)	212.86
10 69 0002 450001 Arlington Heights Inclusion Expenses	0.00	164.89	500.00	335.11	32.98
10 69 0002 450002 Bartlett Inclusion Expenses	0.00	28.92	500.00	471.08	5.78
10 69 0002 450003 Buffalo Grove Inclusion Expenses	0.00	431.09	500.00	68.91	86.22
10 69 0002 450004 Elk Grove Village Inclusion Expenses	0.00	20.01	500.00	479.99	4.00
10 69 0002 450005 Hanover Park Inclusion Expenses	0.00	0.00	500.00	500.00	0.00
10 69 0002 450006 Hoffman Estate Inclusion Expenses	0.00	294.75	500.00	205.25	58.95
10 69 0002 450008 Mount Prospect Inclusion Expenses	0.00	11.99	500.00	488.01	2.40
10 69 0002 450009 Palatine Inclusion Expenses	0.00	325.86	500.00	174.14	65.17
10 69 0002 450010 Prospect Heights Inclusion Expenses	0.00	0.00	500.00	500.00	0.00
10 69 0002 450011 River Trails Inclusion Expenses	0.00	74.65	500.00	425.35	14.93
10 69 0002 450012 Rolling Meadows Inclusion Expenses	0.00	47.43	500.00	452.57	9.49
10 69 0002 450013 Salt Creek Inclusion Expenses	0.00	0.00	500.00	500.00	0.00
10 69 0002 450014 Schaumburg Inclusion Expenses	0.00	1,178.53	500.00	(678.53)	235.71
10 69 0002 450015 South Barrington Inclusion Expenses	0.00	0.00	500.00	500.00	0.00
10 69 0002 450016 Streamwood Inclusion Expenses	0.00	51.59	500.00	448.41	10.32
10 69 0002 450017 Wheeling Inclusion Expenses	0.00	338.00	500.00	162.00	67.60

**Northwest Special Recreation Association
Income Statement
For 11/30/2024**

	M-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
10 69 0002 450018 Inclusion Ability Awareness Expenses	0.00	133.37	500.00	366.63	26.67
10 69 0002 450021 Inclusion Training Expenses	0.00	1,361.62	1,800.00	438.38	75.65
10 69 0002 450022 MISC Inclusion Expenses	0.00	1,492.61	3,000.00	1,507.39	49.75
10 69 0003 450001 Arlington Heights Inclusion Independent Contractors	0.00	5,764.70	1,156.00	(4,608.70)	498.68
10 69 0003 450002 Bartlett Inclusion Independent Contractors	0.00	132.00	0.00	(132.00)	0.00
10 69 0003 450003 Buffalo Grove Inclusion Independent Contractors	0.00	407.22	2,503.00	2,095.78	16.27
10 69 0003 450004 Elk Grove Inclusion Independent Contractors	568.26	473.06	1,055.00	581.94	44.84
10 69 0003 450006 Hoffman Estates Inclusion Independent Contractors	263.01	764.80	1,123.00	358.20	68.10
10 69 0003 450009 Palatine Inclusion Independent Contractors	0.00	0.00	293.00	293.00	0.00
10 69 0003 450012 Rolling Meadows Inclusion Independent Contractors	0.00	0.00	911.00	911.00	0.00
10 69 0003 450014 Schaumburg Inclusion Independent Contractors	675.84	3,023.46	10,300.00	7,276.54	29.35
10 69 0003 450017 Wheeling Inclusion Independent Contractors	0.00	0.00	697.00	697.00	0.00
Total	45,821.69	895,056.41	699,578.94	(195,477.47)	127.94
Total Salary Expense	260,619.39	4,014,936.73	4,048,029.55	33,092.82	99.18
Payroll Taxes & Benefits					
FICA					
10 67 9902 442102 ER FICA Part Time	5,425.65	118,556.98	89,121.10	(29,435.88)	133.03
10 67 9902 442103 ER FICA Full Time	10,645.09	128,812.42	160,319.70	31,507.28	80.35
10 67 9912 442102 ER FICA Medicare Part Time	1,268.86	27,726.94	20,842.84	(6,884.10)	133.03
10 67 9912 442103 ER FICA Medicare Full Time	2,489.59	30,125.56	37,494.12	7,368.56	80.35
Total FICA	19,829.19	305,221.90	307,777.76	2,555.86	99.17
Health Insurance					
10 48 0000 421603 Health Contributions	27,021.28	332,120.90	440,000.00	107,879.10	75.48
Total Health Insurance	27,021.28	332,120.90	440,000.00	107,879.10	75.48
IMRF					
10 68 0000 442201 IMRF / FT Contributions	4,155.14	49,037.03	60,583.04	11,546.01	80.94
10 68 0000 442204 IMRF /PT Contributions	41.26	901.97	6,350.88	5,448.91	14.20
Total IMRF	4,196.40	49,939.00	66,933.92	16,994.92	74.61
Total Payroll Taxes & Benefits	51,046.87	687,281.80	814,711.68	127,429.88	84.36
Total Expenses	366,650.51	6,044,552.30	6,179,785.54	135,233.24	97.81
Capital Expenses					
Excess Revenue Over (Under) Expenditures	333,326.81	(129,422.95)	(500.00)	(128,922.95)	(25,884.59)

**Capital- Income Statement
November 30, 2024**

	<u>M-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Percent</u> <u>of Budget</u>
<u>Revenues</u>					
<u>Interest</u>					
20 38 0000 370002 Money Market/ Investment Interest Income	1,638.38	23,604.72	0.00	23,604.72	0.00
Total Interest	1,638.38	23,604.72	0.00	23,604.72	0.00
Total Revenues	1,638.38	23,604.72	0.00	23,604.72	0.00
Expenses					
<u>Operating Expenses</u>					
Total Expenses	0.00	0.00	0.00	0.00	0.00
Capital Expenses					
20 80 2001 460001 Capital Projects / Wheeling Green House	35,160.63	35,160.63	69,969.23	34,808.60	50.25
20 80 2100 460002 Vehicle Maintenance Contingency	0.00	7,600.00	7,329.00	(271.00)	103.70
20 80 2101 460002 26 passenger- accessible 2007	0.00	0.00	180,000.00	180,000.00	0.00
20 80 2111 460002 Minivan (6 passengers) 2008	0.00	0.00	60,000.00	60,000.00	0.00
20 80 2112 460002 14 passenger- accessible 2010	0.00	450.00	0.00	(450.00)	0.00
20 80 2124 460002 14 passenger- accessible, IDOT 2021 - NEW	0.00	118,293.70	108,300.00	(9,993.70)	109.23
20 80 2125 460002 14 passenger- accessible NEW	0.00	115,850.70	108,300.00	(7,550.70)	106.97
20 80 2202 460003 Computer (lease / purchase)	1,021.91	33,284.88	34,900.00	1,615.12	95.37
20 80 2204 460003 Tech Infrastructure	7,714.57	12,137.59	17,223.67	5,086.08	70.47
20 80 2205 460003 iPads	0.00	298.00	2,500.00	2,202.00	11.92
20 80 2206 460003 Printer Lease	1,578.72	14,542.92	15,080.64	537.72	96.43
20 80 2207 460003 Printer replacements	0.00	0.00	2,200.00	2,200.00	0.00
20 80 2302 460004 Hanover Park Maintenance (Paid every 3 years)	0.00	2,169.00	9,936.00	7,767.00	21.83
20 80 2306 460004 RM Sensory Room Maintenance (every 3 years)	0.00	2,000.90	0.00	(2,000.90)	0.00
20 80 2307 460004 RM Dream Lab Maintenance	0.00	0.00	10,939.00	10,939.00	0.00
20 80 2309 460004 MP Sensory Room Maintenance (every 3 years)	0.00	0.00	2,000.00	2,000.00	0.00
20 80 2312 460004 Buffalo Grove Cleaning/Maintenance	0.00	2,153.00	3,896.00	1,743.00	55.26
20 80 2316 460004 HVAC (6 RTU being evaluated for replacement)	0.00	3,557.70	5,000.00	1,442.30	71.15
20 80 2317 460004 Other infrastructure	0.00	290.80	2,000.00	1,709.20	14.54
20 80 2318 460004 Office Update*	0.00	2,718.43	35,000.00	32,281.57	7.77
Total Capital Expenses	45,475.83	350,508.25	674,573.54	324,065.29	51.96
Excess Revenue Over (Under) Expenditures	(43,837.45)	(326,903.53)	(674,573.54)	347,670.01	(48.46)

NWRSA Accounts Snapshot as of

11/30/2024

Village Bank & Trust		
	Operating Account	163,490.13
	MDAA Max Safe	380,324.48
	Capital Max Safe	417,023.97
	FSA Account	7,870.85
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Total		<u>968,709.43</u>
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PFM Investments		
<i>PFM General Reserve</i>		
	Cash Account	101,090.75
	Investments	<u>1,207,000.00</u>
Total PFM General Reserve		1,308,090.75
 <i>PFM Capital Reserve</i>		
	Cash Account	43,364.79
	Investments	<u>600,000.00</u>
Total PFM Capital Reserve		643,364.79
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Total of all Assets/Accounts		<u>\$2,920,164.97</u>
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**Northwest Special Recreation Association
Warrant List**

<u>Check Number</u>	<u>Date</u>	<u>Transaction Description</u>	<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Check Amount</u>
0	11/01/2024	[10205] RingCentral Inc. - RingCentral office phones 10/19/24-11/18/24	10 45 421305 0000	Phone Maintenance	1230.34	1,230.34
0	11/01/2024	[10161] Sterling Network Integration - Invoices 14000377, 14000391, 14000404, 14000406	10 51 421902 0000 20 80 460001 2001 20 80 460003 2204	Framework Support Capital Projects / Wheeling Gr Tech Infrastructure	3923.75 191.20 2306.91	6,421.86
0	11/01/2024	[10070] Hewlett Packard - Computer lease 11/1/24-11/30/24	20 80 460003 2202	Computer (lease / purchase)	1021.91	1,021.91
0	11/01/2024	[10118] Nicor Gas - 2nd and 3rd floor gas service charges	10 49 421703 0000	Gas	89.12	89.12
8602	11/01/2024	[10068] Hanover Park District - November 2024 rent payment	10 50 421803 0000	HPCC Rental Space	1443	1,443.00
8603	11/01/2024	[10120] Northwest Suburbs Special Education Organization - For damaged glass by camper	10 55 422405 1005	Day Camp / Program Supplies	389	389.00
8604	11/01/2024	[10147] Rolling Meadows Park District - November 2024 rent payment	10 50 421802 0000	RMCC Rental Space	2500	2,500.00
payroll adj. reverse	11/01/2024	RETURN SETTLE A ACH RTN - R02 Raines, Tayla Cori3606 reverse entry pf 195.00 paid on Oct 31.	10 20 201005 0000	EFT Liability	195	195.00
0	11/04/2024	[10204] IRS Department of Treasury - Payroll taxes 10/14/24-10/27/24	10 20 201008 0000 10 20 201008 9901 10 20 201008 9902 10 20 201008 9911 10 20 201008 9912	Payroll Liabilities / Federal Payroll Liabilities / Federal Payroll Liabilities / Federal Payroll Liabilities / Federal Payroll Liabilities / Federal	8849.82 8256.89 8256.89 1931.01 1931.01	29,225.62
0	11/04/2024	[ELAVON] ELAVON - Invoices 11042024-9604, 11042024-9620	10 43 421151 0000	Bank Fees & Credit Card Fees	1021.19	1,021.19
0	11/05/2024	[10111] Mission Square - September 2024 retirement benefit contributions	10 20 201012 0000	457 Retirement Plan ICMA, AFL	2710	2,710.00
0	11/05/2024	[1000] NWSRA Program Fees - NWSRA program fee refunds 11/5/24	10 32 320006 1006	General Programs Fees	320	320.00
0	11/06/2024	[10079] Illinois Dept. of Revenue - Payroll taxes 10/14/24-10/27/24	10 20 201010 0000	State Payroll Withholding	5950.47	5,950.47
0	11/07/2024	[10197] AccuFund - Implementation charges for August 2024	10 51 421905 0000	Miscellaneous Software	312.5	312.50
0	11/07/2024	[10131] PDRMA - October 2024 health premiums	10 20 201006 0000	Employee Health Insurance	32473.05	32,473.05
0	11/07/2024	[10139] Premistar-North - 4th quarter 2024 HVAC service agreement charges	10 49 421705 0000	Service Agreements	1920	1,920.00
0	11/07/2024	[10241] Security 101 Holdings, LLC - Openpath installation	20 80 460003 2204	Tech Infrastructure	5407.66	5,407.66
0	11/08/2024	[10084] IMRF - October 2024 IMRF contributions	10 20 201011 0000 10 20 201011 9950	IMRF EE IMRF ER	8844.45 4227.18	13,071.63
0	11/08/2024	[10035] Citi Cards - Costco - ATRA per diem and Pursuit water at Hoffman Estates	10 46 421408 0000 10 55 422409 1009	ATRA PURSUIT / Program Supplies	39.16 39.08	78.24
8611	11/08/2024	[10021] Bill's Auto & Truck Repair - Invoices 124426, 124447, 124478, 124515, 124536, 124579, 124641	10 58 422702 0000	Repair / Transport Maintenance	6513.32	6,513.32
8612	11/08/2024	[10116] NCPERS Group Life Ins. - November 2024 employee life insurance contributions	10 20 201012 0000	457 Retirement Plan ICMA, AFL	16	16.00
8613	11/08/2024	[10129] Park Central Condo Association - Monthly condo dues- November 2024	10 50 421801 0000	Condo Association Fee	1065	1,065.00
8614	11/08/2024	[10147] Rolling Meadows Park District - November 2024 maintenance charges	10 49 421701 0000	Condo Cleaning	960	960.00

8615	11/08/2024	[10207] Shirey Freelance, LLC - Grant contractor October 2024	10 65 424407 0000	Office	3594.67	3,594.67
8616	11/08/2024	[10190] Wheeling Park District - Payment for Greenhouse	20 80 460001 2001	Capital Projects / Wheeling Gr	34969.43	34,969.43
	11/11/2024	HEPD MDAA Check deposited in wrong account-transfer to move to MDAA account	10 10 101002 0000	MDAA Max Safe	164297.99	164,297.99
0	11/13/2024	[10189] WEX Bank - Fuel invoice October 2024	10 59 422801 0000	Transportation/ Gas	5824.76	5,824.76
0	11/13/2024	[10201] ClipBoard Health - ClipBoard Health-Inclusion support for Elk Grove Park District (Jack A Claes Pavilion)	10 69 450004 0003	Elk Grove Inclusion Independen	568.26	568.26
0	11/14/2024	[10201] ClipBoard Health - Invoices 342136-1, 343757-1	10 69 450014 0003	Schaumburg Inclusion Independe	675.84	675.84
0	11/14/2024	[10201] ClipBoard Health - Invoices 342168-1, 344147-1	10 69 450006 0003	Hoffman Estates Inclusion Inde	263.01	263.01
0	11/14/2024	[10161] Sterling Network Integration - Invoices 14000462, 14000465	10 51 421902 0000	Framework Support	2970	2,970.00
0	11/14/2024	[10161] Sterling Network Integration - SNI contract November 2024	10 51 421902 0000	Framework Support	3787.95	3,787.95
0	11/14/2024	[10073] HR Source - Revisions to 2024 benchmarking project	10 41 421001 0000	Professional Fees	1125	1,125.00
0	11/14/2024	[10145] Robbins Schwartz - September 2024 legal fees INV#997646-997650	10 41 421002 0000	Legal Fees	8728.75	8,728.75
0	11/14/2024	[10006] Aflac - October 2024 voluntary EE benefits	10 20 201012 0000	457 Retirement Plan ICMA, AFL	561.98	561.98
0	11/14/2024	[10053] Flexible Benefit Svc Corp - October 2024 FSA admin fees	10 64 424303 0000	FSA	76.5	76.50
8633	11/15/2024	[3650] Taryn Catrice Raines - Payroll reissued check for ACH return on 11/15/24	10 20 201027 0000	EFT Payroll Returned Items Li	101.9	101.90
8634	11/15/2024	[10238] Aundra Wright - Swim invoice October 2024	10 65 424406 1006	General Programs	399.5	399.50
8635	11/15/2024	[10021] Bill's Auto & Truck Repair - Invoices 123822, 124627, 124643, 124651, 124712, 124749, 124767, 124791	10 58 422702 0000	Repair / Transport Maintenance	5440.4	5,440.40
8636	11/15/2024	[10225] Lorna Place - Gardening hours October 2024	10 65 424406 1006	General Programs	153	153.00
8637	11/15/2024	[10206] Ron Rudolf - Drum lesson invoice September and October 2024	10 65 424406 1006	General Programs	1000	1,000.00
8638	11/15/2024	[10157] South Barrington Park District - Fitness staff reimbursement- John Oliveri for pay period ending 10/31/24	10 69 450015 0001	South Barrington Inclusion Sal	240	240.00
69048	11/15/2024	October 2024 P-Cards	10 20 201004 0000	Fifth Third P-Cards	62814.52	62,814.52
EFT	11/15/2024	EFT Transmittal	10 10 101001 0000	NWSRA Operating	-2813.66	2,813.66
0	11/18/2024	[10204] IRS Department of Treasury - Payroll taxes 10/28/24-11/10/24	10 20 201008 0000	Payroll Liabilities / Federal	9342.75	29,869.97
			10 20 201008 9901	Payroll Liabilities / Federal	8318.21	
			10 20 201008 9902	Payroll Liabilities / Federal	8318.21	
			10 20 201008 9911	Payroll Liabilities / Federal	1945.40	
			10 20 201008 9912	Payroll Liabilities / Federal	1945.40	
0	11/19/2024	[10079] Illinois Dept. of Revenue - Payroll taxes 10/28/24-11/10/24	10 10 102003 0000 10 20 201010 0000	Prepaid Expenses State Payroll Withholding	23789.22 6080.75	29,869.97
0	11/19/2024	[10036] ComEd - Electrical services for 10/1/24-10/30/24	10 49 421702 0000	Electric	676.72	676.72
0	11/19/2024	[1000] NWSRA Program Fees - Day Camp Refunds 11/19/24	10 32 320005 1005	Day Camp Program Fees	288	288.00
0	11/22/2024	[10240] Canon Financial Services, Inc. - Canon copier lease November 2024	20 80 460003 2206	Printer Lease	322	322.00

8639	11/22/2024 [1653] Kaila T Robinson - Reimbursement for program supplies/misc. expenses	10 53 422208 1008	Trips Commercial Expenses	40.00	224.94
		10 55 422406 1006	General Programs /	39.05	
		10 55 422423 1011	Program Sup Athletics / Program Supplies	145.89	
8640	11/22/2024 [10209] United States Post Office - Postage for Winter/Spring brochure	10 60 422907 0000	Seasonal Brochure	1700	1,700.00
0	11/25/2024 [10101] Konica Minolta Premier Finance - Konica Minolta copier lease November 2024	20 80 460003 2206	Printer Lease	1256.72	1,256.72
0	11/29/2024 [10204] IRS Department of Treasury - Payroll taxes 11/11/24-11/24/24	10 20 201008 0000	Payroll Liabilities / Federal	8603.91	28,598.09
		10 20 201008 9901	Payroll Liabilities / Federal	8102.25	
		10 20 201008 9902	Payroll Liabilities / Federal	8102.25	
		10 20 201008 9911	Payroll Liabilities / Federal	1894.84	
		10 20 201008 9912	Payroll Liabilities / Federal	1894.84	

Total Checks					507,548.44
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Vendor	Expense Account Title	Account	Amount
AMAZON	EE Reimbursement	10 20 201024 0000	27.23
AMAZON	EE Reimbursement	10 20 201024 0000	11.86
AMAZON	EE Reimbursement	10 20 201024 0000	21.72
AMAZON	EE Reimbursement	10 20 201024 0000	36.70
AMAZON	EE Reimbursement	10 20 201024 0000	11.01
AMAZON	EE Reimbursement	10 20 201024 0000	8.99
AMAZON	EE Reimbursement	10 20 201024 0000	39.62
KINDLE SVCS 091T82RD3	EE Reimbursement	10 20 201024 0000	11.99
AMAZON	EE Reimbursement	10 20 201024 0000	16.21
AMAZON	EE Reimbursement	10 20 201024 0000	27.24
AMAZON	EE Reimbursement	10 20 201024 0000	21.58
AMAZON	EE Reimbursement	10 20 201024 0000	66.42
AMAZON	EE Reimbursement	10 20 201024 0000	39.00
KINDLE SVCS S450F6IS3	EE Reimbursement	10 20 201024 0000	3.99
AMAZON	EE Reimbursement	10 20 201024 0000	58.28
AMAZON	EE Reimbursement	10 20 201024 0000	20.94
AMAZON	EE Reimbursement	10 20 201024 0000	-9.99
AMAZON	EE Reimbursement	10 20 201024 0000	-27.08
JEWEL-OSCO.COM #3445	EE Reimbursement	10 20 201024 0000	169.37
AMAZON	OFFICE SUPPLIES	10 42 421105 0000	17.48
AMAZON	OFFICE SUPPLIES	10 42 421105 0000	-1.86
RUNCO OFFICE SUPPLIES	OFFICE SUPPLIES	10 42 421105 0000	62.60
RUNCO OFFICE SUPPLIES	OFFICE SUPPLIES	10 42 421105 0000	124.46
ACCURATE OFFICE SUPPLY	OFFICE SUPPLIES	10 42 421105 0000	90.98
SP GIVENKIND	OFFICE SUPPLIES	10 42 421106 0000	22.50
AUTHORIZE.NET	CREDIT CARD AND BANK FEES	10 43 421151 0000	25.00
USPS PO 1602820004	POSTAGE	10 44 421201 0000	9.23
VZWRLSS APOCC VISB	TELEPHONE/FAX	10 45 421301 0000	700.07
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	16.63
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	83.15
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	4.54
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	58.67
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	22.73
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	5.00
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	15.15
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	39.24
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	5.00
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	42.38
UBER TRIP	CONFERENCE/EDUCATION	10 46 421401 0000	15.45
WESTIN	CONFERENCE/EDUCATION	10 46 421401 0000	1592.56
SOUTHWEST AIRLINES	CONFERENCE/EDUCATION	10 46 421401 0000	25.00
SOUTHWEST AIRLINES	CONFERENCE/EDUCATION	10 46 421401 0000	25.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421401 0000	290.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
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ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	480.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	290.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	290.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421402 0000	190.00

ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	10 46 421402 0000	330.00
TST CORTLAND'S GARAGE	CONFERENCE/EDUCATION	10 46 421405 0000	59.84
STARBUCKS STORE 21358	CONFERENCE/EDUCATION	10 46 421406 0000	41.83
BOLINGBROOK PARK DISTR	CONFERENCE/EDUCATION	10 46 421406 0000	20.00
D.P. DOUGH	CONFERENCE/EDUCATION	10 46 421406 0000	13.85
WALMART	CONFERENCE/EDUCATION	10 46 421406 0000	35.83
DD DOORDASH PORTILLOS	CONFERENCE/EDUCATION	10 46 421406 0000	94.34
TST WILDBERRY PANCAKES	CONFERENCE/EDUCATION	10 46 421406 0000	141.91
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
WOMEN IN LEISURE SERVI	CONFERENCE/EDUCATION	10 46 421407 0000	35.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	190.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	190.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
WOMEN IN LEISURE SERVI	CONFERENCE/EDUCATION	10 46 421407 0000	35.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	10 46 421407 0000	155.00
MIDWAY AIRPORT PARKING	CONFERENCE/EDUCATION	10 46 421408 0000	45.00
MARRIOTT	CONFERENCE/EDUCATION	10 46 421408 0000	808.28
MARRIOTT	CONFERENCE/EDUCATION	10 46 421408 0000	633.21
SOUTHWEST AIRLINES	CONFERENCE/EDUCATION	10 46 421408 0000	25.00
SOUTHWEST AIRLINES	CONFERENCE/EDUCATION	10 46 421408 0000	25.00
SOUTHWEST AIRLINES	CONFERENCE/EDUCATION	10 46 421408 0000	25.00
PAYPAL ILLINOISREC	MEMBERSHIPS/CERTIFICATIONS	10 47 421501 0000	10.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	10 47 421504 0000	85.00
IPRA IL	MEMBERSHIPS/CERTIFICATIONS	10 47 421507 0000	265.00
IPRA INV-38772	MEMBERSHIPS/CERTIFICATIONS	10 47 421507 0000	7950.00
DISABLED SPORTS USA	MEMBERSHIPS/CERTIFICATIONS	10 47 421513 0000	350.00
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	228.43
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	345.08
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	227.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	363.27
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	227.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	227.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	10 49 421706 0000	227.90
PEST CONTROL CONSULTAN	MAINTENANCE/UTILITIES	10 49 421708 0000	500.00
AMAZON	MAINTENANCE/UTILITIES	10 49 421708 0000	41.98
AMAZON	MAINTENANCE/UTILITIES	10 49 421708 0000	31.96
BAMBOOHR HRIS	COMPUTERS	10 51 421905 0000	2193.30
CRONOFY	COMPUTERS	10 51 421905 0000	15.00
WWW.MAKESHIFT.CA	COMPUTERS	10 51 421905 0000	1103.58
VIVERSE LIMITED	COMPUTERS	10 51 421905 0000	12.99
MICROSOFT 14 DAY TRIAL	COMPUTERS	10 51 421905 0000	22.04
FLEETIO.COM	COMPUTERS	10 51 421905 0000	171.00
EIG CONSTANTCONTACT.CO	COMPUTERS	10 51 421905 0000	157.00
AMAZON	COMPUTERS	10 51 421906 0000	58.72
AMAZON	COMPUTERS	10 51 421906 0000	259.98
AMAZON	COMPUTERS	10 51 421906 0000	28.58
AMAZON	COMPUTERS	10 51 421906 0000	59.27
AMAZON	COMPUTERS	10 51 421906 0000	259.98
CHANDLER'S BANQUETS	RENTAL MUNICIPAL	10 52 422101 1001	2471.89
SIGNUP JACKOLANTERNWO	COMMERCIAL EXPENSE	10 53 422201 1001	377.85

SIGNUP JACKOLANTERNWO	COMMERCIAL EXPENSE	10 53 422201 1001	161.93
THE ASSEMBLY AMERICAN	COMMERCIAL EXPENSE	10 53 422201 1001	370.45
CHICAGO BULLS	COMMERCIAL EXPENSE	10 53 422204 1004	1052.80
TL TL2024 GOEBBERTS F	COMMERCIAL EXPENSE	10 53 422204 1004	145.44
TL TL2024 GOEBBERTS F	COMMERCIAL EXPENSE	10 53 422204 1004	121.20
4TE PROSPECT HEIGHTS P	COMMERCIAL EXPENSE	10 53 422204 1004	45.00
DAVE & BUSTER'S, INC.	COMMERCIAL EXPENSE	10 53 422204 1004	287.39
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	132.00
CHILIS ARLINGTON HEIGH	COMMERCIAL EXPENSE	10 53 422206 1006	220.24
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	132.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	121.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	132.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	143.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	583.00
TST REPS PLACE	COMMERCIAL EXPENSE	10 53 422206 1006	29.96
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	627.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	594.00
TST REPS PLACE	COMMERCIAL EXPENSE	10 53 422206 1006	15.32
TST REPS PLACE	COMMERCIAL EXPENSE	10 53 422206 1006	18.98
CONGO RIVER ADVENTURE	COMMERCIAL EXPENSE	10 53 422206 1006	95.60
TST REPS PLACE	COMMERCIAL EXPENSE	10 53 422206 1006	26.38
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	10 53 422206 1006	144.50
AMC 0471 S BARRINGTON	COMMERCIAL EXPENSE	10 53 422206 1006	167.84
RANDALL OAKS PARK & ZO	COMMERCIAL EXPENSE	10 53 422206 1006	166.00
DAVE & BUSTERS #174	COMMERCIAL EXPENSE	10 53 422206 1006	168.00
HAPPY TIMES PUMPKINFES	COMMERCIAL EXPENSE	10 53 422206 1006	80.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	319.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	330.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	10 53 422206 1006	225.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	308.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	10 53 422206 1006	202.50
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	308.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	10 53 422206 1006	247.50
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	341.00
MORETTI'S SCHAUMBURG	COMMERCIAL EXPENSE	10 53 422206 1006	137.69
CLASSIC CINEMAS ELK GR	COMMERCIAL EXPENSE	10 53 422206 1006	180.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	10 53 422206 1006	594.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	10 53 422206 1006	102.00
SQ GOEBBERTS INC	COMMERCIAL EXPENSE	10 53 422206 1006	10.88
SQ GOEBBERTS INC	COMMERCIAL EXPENSE	10 53 422206 1006	156.00
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	10 53 422209 1009	142.50
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	10 53 422209 1009	180.00
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	10 53 422209 1009	252.00
HAPPY TIMES PUMPKINFES	COMMERCIAL EXPENSE	10 53 422209 1009	756.00
OAK LAWN PARK DISTRICT	COMMERCIAL EXPENSE	10 53 422211 1011	80.00
PORTILLOS HOT DOGS #51	COMMERCIAL EXPENSE	10 53 422211 1011	41.87
HACIENDA LEON MEXICAN	COMMERCIAL EXPENSE	10 53 422211 1011	66.47
COMFORT INNS	COMMERCIAL EXPENSE	10 53 422211 1011	144.48
COMFORT INNS	COMMERCIAL EXPENSE	10 53 422211 1011	144.48
AMAZON	PROGRAM DEVELOPMENT	10 54 422301 0000	44.94
AMAZON	PROGRAM DEVELOPMENT	10 54 422301 0000	15.19
AMAZON	PROGRAM DEVELOPMENT	10 54 422301 0000	9.51
AMAZON	PROGRAM DEVELOPMENT	10 54 422301 0000	9.99
AMAZON	PROGRAM DEVELOPMENT	10 54 422301 0000	21.73
DOLLAR TREE	PROGRAM DEVELOPMENT	10 54 422301 0000	11.00
ALDI 40017	PROGRAM SUPPLIES	10 55 422401 1001	6.99
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422401 1001	20.00
AMAZON	PROGRAM SUPPLIES	10 55 422401 1001	16.53
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422401 1001	12.00
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	47.16
MORETTI'S SCHAUMBURG	PROGRAM SUPPLIES	10 55 422401 1001	21.27

AMAZON	PROGRAM SUPPLIES	10 55 422401 1001	63.82
GFS STORE #1913	PROGRAM SUPPLIES	10 55 422401 1001	62.60
TARGET 00008805	PROGRAM SUPPLIES	10 55 422401 1001	11.43
MORETTI'S SCHAUMBURG	PROGRAM SUPPLIES	10 55 422401 1001	47.97
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	21.54
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	47.16
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	57.01
MEIJER # 228	PROGRAM SUPPLIES	10 55 422401 1001	109.13
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	42.30
WALMART	PROGRAM SUPPLIES	10 55 422401 1001	40.10
SIXFLAGS GAM GURNEE IL	PROGRAM SUPPLIES	10 55 422404 1004	28.28
SIXFLAGS GAM GURNEE IL	PROGRAM SUPPLIES	10 55 422404 1004	17.23
SIXFLAGS GAM GURNEE IL	PROGRAM SUPPLIES	10 55 422404 1004	83.70
ALDI 40017	PROGRAM SUPPLIES	10 55 422406 1006	31.72
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	3.99
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	8.75
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	37.42
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	50.87
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	9.50
ALDI 40051	PROGRAM SUPPLIES	10 55 422406 1006	25.10
WALMART	PROGRAM SUPPLIES	10 55 422406 1006	5.22
AMAZON	PROGRAM SUPPLIES	10 55 422406 1006	73.81
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	65.51
ALDI 40092	PROGRAM SUPPLIES	10 55 422406 1006	2.99
ALDI 40092	PROGRAM SUPPLIES	10 55 422406 1006	2.09
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	12.38
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	61.45
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	26.25
ALDI 40055	PROGRAM SUPPLIES	10 55 422406 1006	28.63
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422406 1006	16.99
ALDI 40055	PROGRAM SUPPLIES	10 55 422406 1006	40.45
ALDI 40055	PROGRAM SUPPLIES	10 55 422406 1006	17.94
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	9.50
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	14.21
IKEA CHICAGO REST	PROGRAM SUPPLIES	10 55 422406 1006	15.28
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	41.03
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	56.25
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	142.26
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	56.51
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	6.37
MEIJER # 228	PROGRAM SUPPLIES	10 55 422406 1006	37.60
DIVVYBI 2 RIDES	PROGRAM SUPPLIES	10 55 422406 1006	6.67
WALMART	PROGRAM SUPPLIES	10 55 422406 1006	38.99
MENARDS ELGIN IL	PROGRAM SUPPLIES	10 55 422406 1006	28.67
MEIJER # 183	PROGRAM SUPPLIES	10 55 422406 1006	12.20
TARGET 00008805	PROGRAM SUPPLIES	10 55 422406 1006	70.00
JEWEL	PROGRAM SUPPLIES	10 55 422406 1006	23.74
ALDI 40077	PROGRAM SUPPLIES	10 55 422406 1006	39.61
ALDI 40077	PROGRAM SUPPLIES	10 55 422406 1006	27.86
TARGET 00008805	PROGRAM SUPPLIES	10 55 422406 1006	22.75
ALDI 40077	PROGRAM SUPPLIES	10 55 422406 1006	36.63
TARGET 00008805	PROGRAM SUPPLIES	10 55 422406 1006	11.43
WM SUPERCENTER #1897	PROGRAM SUPPLIES	10 55 422406 1006	75.86
WALMART	PROGRAM SUPPLIES	10 55 422406 1006	50.21
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422406 1006	23.75
GIVENKIND	PROGRAM SUPPLIES	10 55 422406 1006	-4.50
GIVENKIND	PROGRAM SUPPLIES	10 55 422406 1006	32.13
AMAZON	PROGRAM SUPPLIES	10 55 422406 1006	54.87
AMAZON	PROGRAM SUPPLIES	10 55 422406 1006	69.44
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	-16.83
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	16.25

JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	49.29
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	37.95
WALGREENS #4941	PROGRAM SUPPLIES	10 55 422409 1009	6.59
HAPPY TIMES PUMPKINFES	PROGRAM SUPPLIES	10 55 422409 1009	7.00
HAPPY TIMES PUMPKINFES	PROGRAM SUPPLIES	10 55 422409 1009	53.38
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422409 1009	20.00
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	28.68
MARIANOS #542	PROGRAM SUPPLIES	10 55 422409 1009	12.07
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	18.61
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	31.97
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	32.00
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	9.50
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	9.49
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	31.99
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	5.80
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	14.90
TARGET 00008805	PROGRAM SUPPLIES	10 55 422409 1009	14.68
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422409 1009	216.00
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422409 1009	27.86
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422409 1009	18.04
TONYS FRESH MRKT SCHAM	PROGRAM SUPPLIES	10 55 422409 1009	15.45
TARGET 00008359	PROGRAM SUPPLIES	10 55 422409 1009	18.67
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	57.01
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	79.24
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	79.96
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	70.71
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	17.85
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	11.73
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	6.99
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	222.59
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	88.11
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	125.08
HAPPY TIMES PUMPKINFES	PROGRAM SUPPLIES	10 55 422409 1009	47.57
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	97.23
TEACHERSPAYTEACHERS.CO	PROGRAM SUPPLIES	10 55 422409 1009	12.00
BARTLETT PARK DISTRICT	PROGRAM SUPPLIES	10 55 422409 1009	150.00
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	47.98
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	49.24
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	64.30
HLU HULUPLUS	PROGRAM SUPPLIES	10 55 422409 1009	2.99
SPOTIFY	PROGRAM SUPPLIES	10 55 422409 1009	11.99
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	45.38
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	25.14
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	16.48
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	42.60
DISNEY PLUS	PROGRAM SUPPLIES	10 55 422409 1009	9.99
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422409 1009	276.00
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	54.92
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422409 1009	77.17
TJMAXX #0292	PROGRAM SUPPLIES	10 55 422409 1009	80.73
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	8.89
TEACHERSPAYTEACHERS.CO	PROGRAM SUPPLIES	10 55 422409 1009	9.50
TEACHERSPAYTEACHERS.CO	PROGRAM SUPPLIES	10 55 422409 1009	5.00
MARIANOS #501	PROGRAM SUPPLIES	10 55 422409 1009	37.51
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	10 55 422409 1009	46.09
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	13.50
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	32.68
WM SUPERCENTER #1420	PROGRAM SUPPLIES	10 55 422409 1009	13.94
WM SUPERCENTER #1420	PROGRAM SUPPLIES	10 55 422409 1009	23.46
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	49.20
SQ GREAT HARVEST BREA	PROGRAM SUPPLIES	10 55 422409 1009	19.33

WM SUPERCENTER #1420	PROGRAM SUPPLIES	10 55 422409 1009	13.66
MARIANOS #541	PROGRAM SUPPLIES	10 55 422409 1009	18.15
CAPUTO'S FRESH MARKE	PROGRAM SUPPLIES	10 55 422409 1009	30.20
AMAZON	PROGRAM SUPPLIES	10 55 422409 1009	16.52
SQ GOEBBERTS INC	PROGRAM SUPPLIES	10 55 422409 1009	13.95
HAPPY TIMES PUMPKINFES	PROGRAM SUPPLIES	10 55 422409 1009	42.50
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	16.60
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	20.73
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	14.28
GOODWILL RETAIL #158	PROGRAM SUPPLIES	10 55 422409 1009	15.96
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	35.41
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	32.00
WM SUPERCENTER #1735	PROGRAM SUPPLIES	10 55 422409 1009	14.62
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	24.48
JEWEL	PROGRAM SUPPLIES	10 55 422409 1009	24.76
DOLLAR TREE	PROGRAM SUPPLIES	10 55 422409 1009	26.00
WALMART	PROGRAM SUPPLIES	10 55 422409 1009	16.44
FAST LAUNDRY	PROGRAM SUPPLIES	10 55 422409 1009	40.00
FAST LAUNDRY	PROGRAM SUPPLIES	10 55 422409 1009	6.33
AMAZON	PROGRAM SUPPLIES	10 55 422411 0000	56.10
AMAZON	PROGRAM SUPPLIES	10 55 422411 0000	56.10
WALMART	PROGRAM SUPPLIES	10 55 422411 0000	14.98
AMAZON	PROGRAM SUPPLIES	10 55 422414 0000	151.96
AMAZON	PROGRAM SUPPLIES	10 55 422421 0000	34.99
PIZZA HUT 034102	PROGRAM SUPPLIES	10 55 422423 1011	106.80
PIZZA HUT 034102	PROGRAM SUPPLIES	10 55 422423 1011	53.40
JEWEL	PROGRAM SUPPLIES	10 55 422423 1011	30.99
TARGET.COM	PROGRAM SUPPLIES	10 55 422423 1011	15.39
WM SUPERCENTER #1125	PROGRAM SUPPLIES	10 55 422423 1011	16.00
PY ULTIMATE SCREEN PR	PROGRAM SUPPLIES	10 55 422423 1011	17.00
PY ULTIMATE SCREEN PR	PROGRAM SUPPLIES	10 55 422423 1011	31.00
ILDOT	TRANSPORTATION GAS/TOLLS	10 59 422802 0000	2069.20
KMBS US COLLECTIONS	PRINTING	10 60 422901 0000	2844.72
PAYPAL PROFLOWERS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423101 0000	123.11
HLU HULUPLUS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423108 0000	2.99
NYTIMES	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423108 0000	25.00
DAILY HERALD/REFLEJOS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423108 0000	170.80
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	42.94
INDEED 98850901	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	120.00
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	14.98
SIMPLETEXTING LLC	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	79.00
YOURMEMBERSHIP	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	598.00
ILIPRA.ORG	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	370.00
JEWEL	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	21.67
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	46.95
MARIANOS #505	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	50.94
AMAZON	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	10 61 423110 0000	14.99
AMAZON	INDEPENDENT CONTRACTORS	10 65 424405 1009	150.00
METROPOLIS PERFORMING	INDEPENDENT CONTRACTORS	10 65 424405 1009	420.00
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424406 1010	150.00
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	50.00
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	1.45
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	1.45
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	50.00
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	50.00
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	50.00
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	2.32
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	1.45
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	1.45
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	80.00
MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	4.35

MELIO MELIO	INDEPENDENT CONTRACTORS	10 65 424407 1011	4.35
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	10 65 424407 1011	150.00
AMAZON	INCLUSION	10 69 450001 0002	24.99
AMAZON	INCLUSION	10 69 450003 0002	14.98
AMAZON	INCLUSION	10 69 450009 0002	99.61
AMAZON	INCLUSION	10 69 450009 0002	71.44
AMAZON	INCLUSION	10 69 450009 0002	10.56
AMAZON	INCLUSION	10 69 450014 0002	129.71
AMAZON	INCLUSION	10 69 450014 0002	26.77
AMAZON	INCLUSION	10 69 450014 0002	4.89
AMAZON	INCLUSION	10 69 450017 0002	52.23
AMAZON	INCLUSION	10 69 450017 0002	42.99
ZOOM.US 888-799-9666	INCLUSION	10 69 450021 0002	10.08
ZOOM.US 888-799-9666	INCLUSION	10 69 450021 0002	159.90
WALMART	INCLUSION	10 69 450022 0002	31.60
AMAZON	INCLUSION	10 69 450022 0002	37.98
AMAZON	INCLUSION	10 69 450022 0002	55.99
BEST BUY	TECHNOLOGY/HARDWARE	20 80 460003 2202	299.99
B&H PHOTO 800-606-6969	TECHNOLOGY/HARDWARE	20 80 460003 2202	3268.99

Total Warrant for Electronic Accounts Payable			62,814.52
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VIII. Old Business

[Return to Home](#)



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

**Northwest Special Recreation Association
2025 Committee/Task Force Assignments**

EXECUTIVE COMMITTEE

Jim Jarog, Chair
Ben Curcio, Vice Chair/Finance Chair**
Craig Talsma, Past Chair
Jeff Janda, Personnel Committee Chair
Kevin Romejko, Organizational Treasurer

SPECIAL LEISURE SERVICES FOUNDATION

Kevin Romejko, Secretary and Organizational Treasurer***
Bret Fahnstrom
Christina Ferraro
Craig Talsma

PERSONNEL COMMITTEE

Jeff Jana, Chair
Jan Buchs
Carrie Fullerton
Nick Troy
Tony LaFrenera
Steve Bessette
Erika Strojinc

FINANCE COMMITTEE

Ben Curcio, Vice Chair**
Kevin Romejko
Bob Dowling
Diane Hilgers
Jay Morgan
Benjamin Rea

SRA/History/Guidelines Task Force

Jan Buchs, Chair

ADA COMPLIANCE PROJECT COMMITTEE

Ian Pickett
Steve Bessette
Erika Strojinc
Kevin Romejko
Tracey Crawford
Andrea Griffin

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

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

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

Paid Leave for All Workers Act

As of January 1, 2024, NWSRA is subject to the Paid Leave for All Workers Act (PLFAWA). Under this Act, all paid employees (full-time, part-time, seasonal, and temporary) are entitled to earn and use one (1) hour of paid leave for every 40 hours worked, for up to 40 hours during a 12-month period. The requirements for earning and using paid leave are explained below.

Earning paid leave

- **Current employees** as of January 1, 2024, start accruing paid leave on January 1, 2024, but are not able to use accrued leave until March 31, 2024.
- **New hires** on or after January 1, 2024, start accruing paid leave as of the date of hire, but are not able to use accrued leave until their 90th day as an employee.
- All accrual dates are calendar based and start on January 1 and end on December 31 of each year.
- **New Hires** will accrue through December 31 of their first year. Thereafter, accruals will be based on the calendar year. (Example: Employee starts in May and will accrue to December 31. The next accrual period will start January 1 of the following year)
- Eligible employees earn one (1) hour of paid leave for every 40 hours worked.
- All earned hours will be tracked in the HRIS system for all employees.
- Unused, accrued hours may be carried over to the next calendar year, up to a maximum of 40 hours. Any hours over 40 hours will be forfeited.

Using Paid Leave

- For leave that is foreseeable, employees can use paid leave for any reason on seven (7) days' advance notice. If the leave is not foreseeable, the employee shall provide such notice as soon as it is practicable after the employee is aware of the necessity of the leave.
- **Full-time** employees must provide notice to their immediate supervisor.
- **Part-time, Seasonal, and Temporary** employees must provide notice to their department manager.
- Unless the leave was unforeseeable, paid leave cannot be used for day-of call offs or requests made less than seven (7) in advance.
- Minimum increments for use of leave must be at least two (2) hours a day for **full-time** employees.
- Minimum increments for use of leave must be at least one (1) hour a day for **part-time, seasonal, and temporary staff**.

Paid Leave at Termination

- Employees who terminate their employment with NWSRA, that have accrued unused paid leave time, will be paid out on their last paycheck.

Preservation of Records

For a period of not less than 3 years, NWSRA shall create and maintain records documenting employees':

- Hours worked each day;
- Paid leave accrued;
- Paid leave taken;
- Paid leave requests, which were denied;
and
- Remaining paid leave balance.

Full-Time Salary Ranges 2025

HR Source Recommendations

As of 9/04/2024

New Pay Grade	Position Title	FLSA	HR Source Recommendations						
			Minimum	13% 1-3 years	25% 3-5 Years	37% 5-7 Years	Midpoint 7-10 Years	75% 15 years	Maximum 20 Years
11	Receptionist	N-E	16.73	17.78	18.82	19.87	20.91	23.00	25.09
12	Registrar	N-E	18.79	19.97	21.14	22.32	23.49	25.84	28.19
12	Recreation Specialist	E	39,085.00	41,477.75	43,870.50	46,263.25	48,656.00	53,641.50	58,627.00
12	Recreation Specialist - Day Camp	E	39,085.00	41,477.75	43,870.50	46,263.25	48,656.00	53,641.50	58,627.00
12	Program Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
13	Graphic and Communications Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
13	Events Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
13	Collaborative Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
13	Inclusion Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
13	Support Services Coordinator	E	43,902.00	46,645.75	49,389.50	52,133.25	54,877.00	60,365.00	65,853.00
14	Operations Coordinator	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Recruitment Coordinator	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Office Manager	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Manager of Special Recreation	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Manager of Support Services	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Manager of Inclusion Services	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
14	Manager of Collaboratives	E	47,393.69	50,355.93	53,318.17	56,280.41	59,242.64	65,167.12	71,091.59
15	Foundation Manager	E	55,391.00	58,852.75	62,314.50	65,776.25	69,238.00	76,162.00	83,086.00
15	Administrative Manager	N-E	55,391.00	58,852.75	62,314.50	65,776.25	69,238.00	76,162.00	83,086.00
16	Information Technology Manager	E	62,218.00	62,218.00	62,218.00	69,995.00	77,772.00	85,549.00	93,326.00
18	Superintendent of Finance	E	78,500.00	83,406.00	88,312.00	93,218.00	98,124.00	107,936.50	117,749.00
18	Superintendent of Marketing & Communication	E	78,500.00	83,406.00	88,312.00	93,218.00	98,124.00	107,936.50	117,749.00
18	Superintendent of Development	E	78,500.00	83,406.00	88,312.00	93,218.00	98,124.00	107,936.50	117,749.00
18	Superintendent of Recreation	E	78,500.00	83,406.00	88,312.00	93,218.00	98,124.00	107,936.50	117,749.00
18	Superintendent of Administrative Services	E	78,500.00	83,406.00	88,312.00	93,218.00	98,124.00	107,936.50	117,749.00

Part-Time Pay Ranges 2025

Position Title	Min 0 yrs	1-3 yrs	4-5 yrs	Mid 6-7 yrs	8-9 yrs	10-11 yrs	Max 12+Yrs
Program Assistant/ Inclusion Aide / Camp Counselor	\$15.00	\$17.00	\$19.00	\$21.00	\$23.06	\$25.12	\$25.20
Inclusion Leader - PT II	\$22.50	\$24.70	\$26.90	\$31.50	\$36.40	\$41.30	\$37.80
Driver	\$20.50	\$22.65	\$24.80	\$28.70	\$30.50	\$32.30	\$34.44
Assistant Site Coordinator	\$19.25	\$21.40	\$23.55	\$26.95	\$28.75	\$30.55	\$32.34
Program Leader/Site Coordinator/Intern	\$22.50	\$24.65	\$26.80	\$31.50	\$33.30	\$35.10	\$37.80
Rovers/Behavior Specialist	\$22.00	\$24.15	\$26.30	\$31.00	\$32.80	\$34.60	\$37.30
Life Guards-Referee	\$24.00						
Specialty Instructors	\$27.50						
PURSUIT/STAR DSP	\$20.00						
PURSUIT/STAR Leads	\$20.75						

Date: October 4, 2024
 To: Ben Curcio, NWSRA Personnel Committee Chairman
 From: Tracey Crawford, Executive Director
 Re: Proposed FY2025 Merit Increase/Pool

Merit Increase

The 2024 NWSRA Member District Merit Increase Survey used for FY2025, was sent to all 17 park districts and SRAs. The results received were compiled and are attached. To calculate FY2025, the following considerations were used:

- Current employees' salaries (which include adjustments made FY2024) to combat compression made by FLSA increases in July FY2024.
- Anniversary dates were used to calculate the potential of a 3% merit increase for each employee with a budget impact of \$33,274.39
- A hiring schedule was created for FY2025 to represent when staff anticipate hiring those seven open positions will be filled
- Salaries were used based on when the positions would be filled throughout FY2025

Based on the results of the merit surveys, an analysis of the NWSRA 2024 projected year-end numbers, the seven remaining full-time openings, and the considerations outlined above, a 3% merit pool was used when calculating the FY2025 proposed salary total resulting in a budget impact of \$33,274.39.

Motion

Staff recommends that the Personnel Committee accept a 3% merit pool as presented in the FY2025 with a total budget impact of \$33,274.39 to be brought to the NWSRA Board for approval.

Salary Pool

FY 2024 Projected Year End (PYE) is \$2,246,032.89. The PYE number includes hiring a Graphics Coordinator and a Collaborative Coordinator by the end of October beginning of November. The Proposed FY2025 Salaries of \$2,689,667.21, which includes the seven remaining open positions scheduled to be hired throughout the FY2025 fiscal year and includes a proposed potential 3% merit increase for existing FY2024 full-time employees based on their anniversary date.

The FY2025 salary pool will be used to support any exceptional performances in the form of a bonus, or increased hiring wage for the seven open full-time positions that may be necessary during negotiations. The board and staff recognize the need to recruit, retain, and recognize top employees at NWSRA. Therefore, a 2.0% salary pool is recommended with a total budget impact of \$165,458.97.

Proposed FY 2025	Proposed salary pool increase %	Increase of salary pool	Total Proposed New salary pool for FY 2025	Budgeted FY2024 Salaries	Proposed FY 2025 – Budgeted FY2024
\$2,689,667.21	3.0%	\$80,690.02	\$2,770,357.23	\$2,578,001.58	\$192,355.65
\$2,689,667.21	2.75%	\$73,965.85	\$2,763,633.06	\$2,578,001.58	\$185,661.48
\$2,689,667.21	2.5%	\$67,241.68	\$2,756,908.89	\$2,578,001.58	\$178,907.32
\$2,689,667.21	2.0%	\$53,793.34	\$2,743,460.55	\$2,578,001.58	\$165,458.97

Motion

Staff recommends that the Personnel Committee accept a 2% salary pool as presented for FY2025 to be brought to the NWSRA Board for approval.

Date: October 4, 2024

To: Ben Curcio, NWSRA Personnel Committee Chairman

From: Tracey Crawford, Executive Director

Re: Health Proposed Health Insurance

On Wednesday, September 25, staff attended the PDRMA Health Program Council meeting. During this meeting, the general membership approved that as of FY2026, health contributions will be calculated on a debit/credit calculations basis. This means that:

- all agencies that have averaged over 100% of their contribution rate during the previous 5 years will now be reviewed by the Board of Directors
- The Board will be reviewing the following criteria:
 - If the agency's premium will remain the same or be increased based on the amount of loss-to-contribution ratio
 - If a member's average 5-year loss-to-contribution ratio is 200 percent or greater and three of the five years in the review period have a loss-to-contribution ratio of 200 percent or greater, then the Board of Directors will review the circumstances to determine appropriate action.
 - Appropriate action may include a Debit over 20%, expulsion from the Health Program, or other action determined at the Board's discretion.

NWSRA has experienced the following loss-to-contribution ratio during the previous five years:

Year	Loss-to-Contribution Ratio
2019	196%
2020	442%
2021	121%
2022	420%
2023	689%
Average	347%

As you can see, NWSRA is over the 200%. In April 2025, the PDRMA Board will review the details of the information above and include FY2024. Based on the numbers above, there is a strong possibility that NWSRA will be removed from the PDRMA Health Program.

Option A

Staff have started the process of contacting outside healthcare brokers and utilizing the results of the healthcare survey to determine what healthcare plans/options may be available for NWSRA for FY2026 in the event that NWSRA is removed from the PDRMA Health Program.

Option B

In April 2025, after the PDRMA Board review, NWSRA may be able to continue in the PDRMA Health Program. However, with a 20% premium increase.

NWSRA Health Benefit Rates

	FY2024	FY2024 % contribution	FY2025	FY2025 % contribution	FY2026 with 20% increase	FY2026 % contribution
Total Cost	489,394.51		451,023.83		541,228.60	
Employer Portion	431,337.85	88.14%	354,132.69	78.52%	424,972.70	78.52%
Employee Portion	58,056.66	11.86%	96,891.13	21.48%	116,255.90	21.48%

In preparation for an inevitable increase of 20% or more that NWSRA will experience, staff are recommending increasing employee contribution rates by 3.5% on each level. The rate increases are shown below:

Employee Contribution Rates

	FY2024 % Rate	FY2025 % Rate
Employee	12%	15.5%
Employee + 1	15%	18.5%
Family	17%	20.5%

In preparing the 2024 health insurance budget, NWSRA used the following assumptions:

GENERAL PLAN INFORMATION

- NWSRA recommends remaining at the \$2,000 Deductible.
- PDRMA rates increased by PPO 6.9%, HMO 3.6%, Dental 3.5%, and a 25% decrease in EAP
- In accordance with the Affordable Care Act (ACA), no employee’s healthcare costs can exceed 9.66% of their annual income, or the Federal Poverty Level.

DEDUCTIBLE

- NWSRA is currently enrolled in the highest deductible health plan that PDRMA offers

ELIGIBLE EMPLOYEE ENROLLMENT STATUS

- NWSRA has 39 employees eligible to enroll in the NWSRA health insurance plan
- 46 employees are factored into the FY2025 health calculations based on various starting dates
- 14 employees have opted out of receiving health benefits.

	Total Cost	Employee Portion	Employer Portion
2024	\$489,394.51	\$58,056.66	\$431,337.85
2025	\$451,023.83	\$96,891.13	\$354,132.69
Difference	\$(38,370.68)	\$38,834.47	\$(77,205.16)

MOTION:

NWSRA asks for the Personnel Committee to accept the following recommendations:

1) Continue with the \$2,000 deductible plan with RX, HMO plan with RX, and Dental Plan with Ortho and Vision \$600 Allowance Plan.

2) To prepare for the 20% PDRMA rate increase in FY2026 or having to find a new Health Benefit Provider for the agency, staff recommend raising the employee contributions by 3.5% for each level. The rates would increase to EE 15.5%, EE + Child 18.5%, EE + Spouse 18.5%, EE + Children 20.5% and Family 20.5%.

The PDRMA rate comparison from 2024 to 2025 for NWSRA:

PPO Plan + \$2,000 Deductible						
Categories	EE Enrollment	2025 Monthly Rate Estimate	Agency Annual Cost Estimate 2025	Individual Agency Annual Cost 2024	Individual Agency Annual Cost 2025	Individual 2025 – Individual 2024 =
EE only	17	942.71	192,312.84	10,597.68	11,312.52	714.84
EE + Child	0	1,319.79	0	14,836.56	0	0
EE + Spouse	1	1,932.53	23,190.36	21,725.28	23,190.36	1,465.08
EE + Children	1	1,847.69	22,172.28	20,771.52	22,172.28	1,400.76
Family	4	2,828.11	135,749.28	31,792.92	33,937.32	2,144.40
	23	8,870.83	373,424.76	99,723.96	90,612.48	5,725.08

HMO Plan						
Categories	EE Enrollment	2025 Monthly Rate Estimate	Agency Annual Cost Estimate 2025	Individual Agency Annual Cost 2024	Individual Agency Annual Cost 2025	Difference
EE only	7	828.07	69,557.88	9,591.48	9,936.84	345.36
EE+Child	0	1,159.29	0	13,428.12	0	0
EE + Spouse	0	1,697.55	0	19,662.36	0	0
EE + Children	1	1,623.02	19,476.24	0	19,476.24	19,476.24
Family	1	2,484.21	29,815.52	0	29,815.52	29,815.52
	9	7792.14	118849.64	42,681.96	59,228.60	49,637.12

Dental						
Categories	EE Enrollment	2025 Monthly Rate Estimate	Agency Annual Cost Estimate 2025	Individual Agency Annual Cost 2024	Individual Agency Annual Cost 2025	Difference
EE only	25	44.11	13,233.00	511.20	529.32	18.12
EE + Child	0	63.07	0	730.92	0	0
EE + Spouse	1	88.22	1,058.64	1,022.52	1,058.64	36.12
EE + Children	2	82.48	1,979.52	955.92	989.76	33.84
Family	5	123.21	7,392.60	1,428.00	1,478.52	50.52
	33	401.09	23,663.76	4,648.56	4,056.24	138.60

Vision						
Categories	EE Enrollment	2025 Monthly Rate Estimate	Agency Annual Cost Estimate 2025	Individual Agency Annual Cost 2024	Individual Agency Annual Cost 2025	Difference
EE only	28	24.16	8,017.76	263.52	289.92	26.40
EE + Child	0	45.02	0	491.16	0	0
EE + Spouse	2	45.02	1,080.48	491.16	540.24	49.08
EE + Children	2	70.83	1,699.92	772.68	849.96	77.28
Family	5	70.83	4,249.80	772.68	849.96	77.28
	37	255.86	15,047.96	2,791.20	2,530.08	230.04

IX. New Business

[Return to home](#)

Date: December 18, 2024
To: NWSRA Board of Directors
From: Craig Talsma, Chairman
Re: Appointment of Legal Council

Motion:

A motion to approve the following Legal Council appointments:

- A. Robbins, Schwartz, Nicholas, Lifton & Taylor, LTD

Date: December 10, 2024
To: NWSRA Board of Directors
From: Tom Draper, Superintendent of Marketing and Communication
John Dufford, Information Technology Manager
Re: IT Service Provider Memo

Over the last two years, NWSRA has partnered with Sterling Network Integration (SNI) as its IT Service Provider. Since the beginning of their contract on November 1, 2022, SNI's support has played an instrumental role as the agency has worked to upgrade its IT Infrastructure to meet the current and future demands of staff.

NWSRA needs an IT Service Provider who acts as an extension of their IT staff to assist in solving complex issues and deploying more complicated network equipment. Over the last two years, SNI has proven it can do this at a high level.

For the above reasons, NWSRA IT Staff recommends continuing its partnership with SNI and engaging in the following contract. The hourly cost of SNI has increased from \$165 per hour to \$172 per hour. The language in the contract remains entirely the same as in its previous contract. The only difference comes in the cost and quantity of software licenses and devices acquired through SNI, which fluctuates month to month.

Motion:

A motion to approve Sterling Network Integration's contract as NWSRA's IT Service Provider starting January 1, 2025, through December 31, 2025.



Managed Service Agreement

This Consulting Agreement (“Agreement”) is made and entered into by and between Sterling Network Integration; d.b.a. SNI Consulting, Inc. (“Support Vendor”) and Northwest Special Recreation Association. (“Customer”) whose authorized signature appears below.

1. ENGAGEMENT

Customer retains the network support and consulting services of Support Vendor and the Support Vendor hereby agrees to provide the Customer with consulting services until the term on this contract is concluded. This contract will begin on January 1, 2025 and conclude on December 31, 2025.

2. SCOPE OF SERVICES

During the Term of the Agreement, Support Vendor shall render the following services in support of the Customer’s Hardware and Software.

- a) Scheduled Projects. Planned service requested by the Customer are considered a “Project”. All work requests should be submitted via our online ticketing system at: <http://support.sterlingnetworks.com>
- b) Network Documentation. Support Vendor will maintain network documentation: on-going documentation of hardware, software, network settings, IP addresses, firewall settings and related network information.
- c) Third-Party Support Contracts. Customer agrees that all third-party licensing and software support contracts purchased through Vendor will be a minimum of 1 year in duration.
- d) Failures and Incidents. For purposes of this Agreement, a "Failure" in the Customer’s equipment is one that prevents the Covered Hardware from operating substantially in accordance with normal operating procedures.
 - i. An "Emergency Incident" shall mean a Failure in the Covered Hardware that is subsequently verified by Support Vendor as causing an immediate and significant disruption in mission critical business operations effecting a majority of Customers employees, and which could not reasonably be avoided through minor operational adjustments.
 - ii. An "Urgent Incident" shall mean a Failure in the Covered Hardware that is subsequently verified by Support Vendor as causing an immediate and significant disruption in mission critical business operations effecting a minor amount of Customers employees, and which could not reasonably be avoided through minor operational adjustments.
 - iii. A “Standard Incident” is any Failure in the Covered Hardware other than an Emergency or Urgent Incident

Managed Service Offerings.

Preventative Maintenance and Updates

- a) Support Vendor shall maintain the current system hardware and software performing any required updates to the system as well as any preventative maintenance the Support Vendor deems necessary.
- b) The Support Vendor shall maintain the ability to remotely connect to Customer’s network to diagnose the operation of Customer’s network.
- c) If Support Vendor is unable to adequately assist Customer remotely, Support Vendor will be available to travel to Customer’s location to support the network onsite.
- d) Support Vendor shall be responsible for using reasonable diligence in determining and correcting errors that Customer experiences with Network Administration based upon Customer’s particular use, installation, and implementation of normal business procedures on its hardware network, unless such errors are due to bugs that are inherent in the Manufacturer’s Hardware itself.

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Service Hours and Proactive Monitoring

- a) This contract includes 2 hours of service per month to be used at the Customers discretion. Hours above this allotted time will be charged at our current Discounted Park District rate per hour.
- b) Proactive network monitoring includes monitoring the current system for performance issues and identifying potential areas of risk

Add-On Network Services

- a) SentinelOne Endpoint Security - Complete Suite
- b) Mimecast Email Security, Remediation, Continuity & Archiving (M3RA)
- c) PC Monitoring and Remote Access (TeamViewer)
- d) SNI Cloud Storage (TB/Month; 10TB minimum)
- e) Cisco Duo
- f) TeamViewer Access for NWSRA IT staff
- g) Microsoft Licensing
- h) Custom SLA - priority response for critical PC issues
- i) Veeam Backup

Priority SLA – PCs / Laptops

The Customer shall supply Support Vendor with verifiable and reproducible evidence of failures. Upon receipt and acknowledgement of a Trouble Report, Support Vendor shall respond:

- a) **Emergency Incidents.** Within 1 - 2 hours the Support Vendor shall with the cooperation of Customer (including installation of remote connection) commence diagnosis of the Failure. Once the cause of the Failure is known, Support Vendor shall provide a temporary fix or workaround to the Failure at the earliest opportunity. Support Vendor shall thereafter provide a permanent correction as soon as practical.
- b) **Urgent Incidents.** Within 4 - 8 hours. The Support Vendor shall with the cooperation of Customer (including installation of remote connection) commence diagnosis of the Failure. Once the cause of the Failure is known, Support Vendor shall provide a temporary fix or workaround to the Failure. Support Vendor shall thereafter provide a permanent correction as soon as practical.
- c) **Standard Incidents.** Within 3 business days, the Support Vendor shall initiate diagnosis and failure correction efforts. Standard Incidents shall be corrected by Support Vendor through telephone support, email support or through the issuance of periodic updates.
- d) **Scheduled Projects.** Scheduled projects are defined as additional hardware, software, peripherals, equipment, or licenses purchased after consultation with Support Vendor, upgrades to the systems hardware or software as well as preventative maintenance. Scheduled projects are typically scheduled two weeks in advance.

Service Availability

Telephone and email support are available Monday – Friday, 9:00am to 5:00pm. CST. Calls and emails received outside of this time will be answered the next business day. Emergency and Urgent Incident support is available 24 x 7 by calling our Emergency Support line or submitting an Emergency Ticket at <http://support.sterlingnetworks.com>

3. COVERED HARDWARE/SOFTWARE

Support Vendor will provide support to Customer's current hardware and software. Any hardware, software, peripherals, equipment, or licenses purchased after the signing of this agreement, will be supported if, and only if, purchased from, recommended by, or bought after consultation with Support Vendor.

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4. CONSULTING FEES AND CHARGES

The Customer agrees to pay the Support Vendor for services rendered in accordance to the Discounted Park District Hourly Rate Schedule. The Support Vendor will provide an estimated quote for all service hours. Service hours are estimates only, actual hours will be billed at the completion of the project; unforeseen circumstances may cause hours to be more than the provided estimate. The Support Vendor will notify the Customer via email or phone of any overages.

If the Customer's environment is substantially changed due to a Force Majeure, Support Vendor will evaluate the need for change to IT services to Customer and related change of managed service fees. Recognizing there are ongoing expenses to Support Vendor of maintaining backups, remote monitoring, other vendor support software/licensing and availability of technicians to service on going needs, Support Vendor will review with Customer the need for change of fees if any.

NETWORK SUPPORT OUTLINE

MONTHLY RECURRING COSTS

Network Monitoring and Management

Includes Preventative Maintenance, Monthly Updates and Proactive Monitoring

Description	Qty*	Price	Subtotal
Servers	6	\$49.50	\$297.00
Firewalls	7	\$38.50	\$269.50
Network Devices (i.e. switches, NAS, etc.)	13	\$13.00	\$169.00
Network engineering prepaid discounted hours	2	\$168.00	\$336.00

Desktop Support Services

Includes Desktop Monitoring, Anti-Virus (SentinelOne-Complete), Automated Maintenance and Updates

Description	Qty*	Price	Subtotal
Endpoints	113	\$12.25	\$1,384.25

Software License/Cloud services

Description	Qty*	Price	Subtotal
Mimecast Email Security, Remediation, Continuity & Archiving	80	\$7.00	\$560.00
SNI Cloud Storage (TB/Month; 10TB minimum)	10	\$15.00	\$150.00
Cisco Duo	50	\$6.00	\$300.00
TeamViewer Access for NWSRA IT staff	1	\$20.00	\$20.00
Microsoft 365 Business Premium (Non-Profit Staff Pricing) Donation	10	\$0.00	\$0.00
Microsoft 365 Business Standard (Non-Profit Pricing)	60	3.00	\$180.00
Microsoft 365 Business Basic (Non-Profit Pricing) Donation	27	\$0.00	\$0.00
Veeam - Backup for Microsoft 365	97	\$1.65	\$160.05
Veeam - Backup for on-prem servers	4	\$12.10	\$48.40

Priority Support SLA

Custom SLA - priority response for critical PC issues

Description	Qty*	Price	Subtotal
Priority SLA – PCs / Laptops	--	\$300.00	\$300.00

Total Monthly Cost: \$4,174.20

* Quantities will be adjusted as necessary; Customer will receive prior notification

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The Customer agrees to pay the Support Vendor the Total Monthly rate for the Services rendered in the Scope of Services section of this contract. Current network environment consists of 6 servers, 7 firewalls and 13 network devices. As more servers/devices are added or removed, the monthly rate will be adjusted to reflect this. Prior notification will be provided if a change occurs. The Customer will be charged the current Discounted Park District rate for all hourly work performed that exceeds the monthly 2 hours of service provided in the contract.

Discounted Park District Hourly Rate Schedule:

The current Discounted Park District Hourly Rate is billed at \$172.00 per hour for all services performed. All fees included within the confines of this contract are for services rendered only. Any additional parts, licenses or equipment purchased by Customer will be billed separately, as per an agreed upon estimate at the time of the occurrence.

Above rates apply Monday thru Friday 9:00 a.m. to 5:00 p.m. CST. Projects scheduled at other times and approved by Customer will be billed at 1.5 times our regular rates. Our fees are based upon the time devoted to the work that we do and are subject to our standard hourly billing rates. Time is charged in 30-minute increments with a 30-minute minimum charge for all services rendered. Billing rates are subject to adjustment by us from time to time upon sixty (60) days advance written/emailed notice to Customer (typically at year-end) and fees will be charged at the rates in effect when the services are performed. Rate of \$172.00 per hour is valid until December 31, 2025.

5. CONFIDENTIAL INFORMATION

The Support Vendor acknowledges and agrees that it shall not, during the term of this Agreement, or at any time thereafter, directly or indirectly, disclose or grant access to Customer's confidential information. Confidential Information for the purposes of this Agreement shall include each party's proprietary and confidential information such as, but not limited to, customer lists, business plans, marketing plans, financial information, designs, drawing, specifications, models, software, source codes, and object codes. Confidential Information shall not include any information that Customer makes publicly available or information which becomes publicly available through no act of Support Vendor or Customer or is rightfully received by either party from a third party

- a) Through its performance of the Consulting Services, Support Vendor and its directors, officers, employees, or other representatives may have access to certain confidential and proprietary information concerning Customer's organization, employees, members, and otherwise, including but not limited to, information concerning Customer's organization and structure, business and marketing plans, financial data, the identity of present and prospective members Customer, Customer's current and prospective contracts, and policies, standards, procedures, and practices of Customer (hereinafter referred to collectively as "Confidential Information"). The use of Confidential Information for the benefit of any person or entity other than Customer and the disclosure of such information to any person outside of Customer would cause severe competitive and financial damage to Customer.
- b) Unless expressly authorized by Customer, both during and after the Term of this Agreement, neither Support Vendor nor its directors, officers, employees or other representatives shall use Confidential Information for their own benefit or for the benefit of anyone other than Customer, or disclose such information to anyone outside of Customer, except in the proper course of Customer's business. Support Vendor shall use all reasonable efforts to keep this information confidential.
- c) Upon the termination of this Agreement, or at any time upon the request of Customer, Support Vendor shall return to Customer all printed, audio-visual and electronic documents, data and other materials, including all originals, copies and extracts thereof, containing or referencing any Confidential Information or otherwise relating to Customer's organization or operations, and all other property of Customer then in its possession or in the possession of its directors, officers, employees, or other representatives.

6. DATA PROTECTION AND SECURITY

- a) Ownership and Treatment of Customer Data
Customer data will be and remain, as between the Parties, the property of Customer. Support Vendor will not possess or assert any lien or other right against or to Customer data. No Customer data, or any part thereof, will

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be commercially exploited by or on behalf of Support Vendor. Customer shall own and retain all right, title and interest, including all intellectual property rights, in and to all Customer data and any information submitted to the applications by its users that is not otherwise Support Vendor's Confidential Information. Support Vendor acknowledges and agrees that notwithstanding any reformatting, modification, reorganization or adaptation of the Customer data (in whole or in part) during its incorporation, storage or processing, or the creation of derivative works from the Customer data, the Customer data will remain as such and will be subject to the terms and conditions of this Agreement. This Agreement does not grant to Support Vendor any license or other rights, express or implied, in the Customer data, except that Customer grants to Support Vendor a limited, non-transferable, nonexclusive, non-sub-licensable license to Customer data for the sole purpose of performing the Services and Support Vendor obligations under this Agreement.

b) Security of Data

Support Vendor will physically secure and maintain control over all paper and electronic media (e.g., computers, electronic media, paper receipts, paper reports, and faxes) that contain Customer data or Personal Information. Without limiting any prohibitions or obligations regarding the treatment of Personal Information, at all times during and after the Term of this Agreement, Support Vendor shall use, handle, collect, maintain, and safeguard all Personal Information in accordance with a Privacy Policy reasonably acceptable to Customer and consistent with the requirements articulated in this Agreement, or any Privacy Laws which may be in effect during the Term of this Agreement as it concerns the subject matter of this Agreement. Support Vendor further acknowledges that it alone is responsible for understanding and complying with its obligations under the Privacy Laws.

c) Leaks

Support Vendor will promptly notify Customer of any actual or potential exposure or misappropriation of Customer Data or Personal Information (any "Leak") that comes to Support Vendor's attention. Support Vendor will cooperate with Customer and with law enforcement authorities in investigating any such Leak.

d) Direct and Remote Access to Computer Systems

If Support Vendor will have access to any part of Customer's computer systems or networks in the course of performing under this Agreement, the provisions of this Section shall apply. Support Vendor agrees that each individual having such access: (a) will be assigned a separate log-in ID by Customer and will use only that ID when logging on to Customer's system; (b) will log-off Customer's system immediately upon completion of each session of service; (c) will not allow other individuals to access Customer's computer system; and (d) will keep strictly confidential the log-in ID and all other information that enables such access. Support Vendor will promptly notify Customer upon termination of employment or reassignment of personnel with access to Customer's computer system so that log-in IDs may be changed, and other necessary preventive measures may be taken by Customer to prevent unauthorized access. If Customer revises the requirements for access to its computer system, Support Vendor shall be notified of the changed or additional requirements and shall comply with them as a prerequisite to further access

7. CUSTOMER'S RESPONSIBILITY

Customer shall be responsible for informing Support Vendor of any problems. The relationship between the Customer and the Support Vendor shall always be open. The Customer shall also allow the Support Vendor access to the necessary company resources required to perform the services called for in this Agreement, such as logins, hard drive image files, and remote access where security is not a concern.

8. INSURANCE

Customer agrees to carry liability insurance and property insurance covering any damage to its network as well as to any clients of the Customer adversely affected by Customer's network functioning or transmissions from its network. Support Vendor shall maintain professional liability insurance, commercial liability insurance, and Worker's Compensation Insurance, in the minimum amounts as follows and shall provide Customer with Certificates of Insurance evidencing the same.

- a) General Liability at minimum of \$1,000,000 each occurrence and \$2,000,000 Aggregate, and name

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Customer as Additional Insured.

b) Workers Comp at the minimum applicable state requirement.

c) Professional liability of at least \$1,000,000 each occurrence, and name Customer as Additional Insured.

9. INDEMNIFICATION

Support Vendor agrees to indemnify and hold Customer harmless against any and all liabilities, claims, causes of action, damages, judgments, costs, expenses, and fees, including attorneys' fees, that Customer incurs arising out of or occurring in connection with Support Vendor's negligent, reckless, or intentional misconduct in performing the Services pursuant to this Agreement.

Customer agrees to indemnify, defend, and hold harmless Support Vendor, and its officers, directors, principals, members, managers, employees, subcontractors, agents, representatives, successors and assigns from and against any damage, claim, loss, expense, occurring as a result of (i) Customer's handling, storage, transmission or possession of information, data, messages or other content or assets on Support Vendor systems or network, on Customer systems or network that are installed, managed or otherwise serviced by Support Vendor, or on third party systems and networks that Support Vendor uses to provide its services, including but not limited to, claims: (A) for libel, slander, invasion of privacy, identity theft, infringement of copyright, and invasion or alteration of private records or data; (B) for infringement of patents; (C) for security breaches of any kind; or (D) based on handling, storage, transmission or possession of information that contains viruses, malware or other destructive code, media, or any unlawful content; (ii) Customer's or third parties' reliance on Support Vendor services or on information obtained therefrom; (iii) Customer's breach of any software licensing requirements of third parties; (iv) Customer's failure to comply with any provision of this Agreement or Support Vendor Professional Services Agreement; or, (v) Customer's failure to obtain permits, licenses, or consents that Client may be required to obtain to enable Support Vendor to provide its products or services (e.g., landlord permissions, wiring permits, etc.)

10. TERM AND TERMINATION

This Agreement shall become effective on January 1, 2025 and conclude on December 31, 2025. This agreement may be terminated as follows:

- a) By either party upon the expiration of the then current term of this Agreement.
- b) By either party upon sixty (60) day's written notice to the other.

11. FORCE MAJEURE

Neither party to this Agreement shall have liability or responsibility to the other party for any delay, failure to perform, service interruption, outage, damage, malfunction, or any consequence thereof or damage resulting therefrom, due to any circumstance beyond the party's reasonable control including, but not limited to, inclement weather, climate change, resource shortages, all acts of nature and acts of God, strikes, pandemics, civil disturbances, riots, terrorist acts, unavailability of or delays in goods or services needed from third parties including but not limited to third party hardware, software, data center, collocation, and cloud service providers, interruption or outage of or delay in telecommunications including the public Internet, voice lines, data lines, or any telecommunications equipment or service, transportation, delivery, power outages, electrical or other utility services, failure of third party hardware, software or services, or any acts or omissions of any third parties. Each party shall use reasonable efforts to minimize the duration and consequences of any failure of or delay in performance resulting from a Force Majeure event.

12. MISCELLANEOUS

Each party acknowledges that it has read the Agreement, understands it, and agrees to be bound by its terms. The parties further agree that this is the complete and exclusive statement of agreement of the parties with respect to the subject matter hereof and that it supersedes and merges all prior proposals, understandings, and agreements, whether oral or written, between the parties with respect to the subject matter hereof. This Agreement may not be modified except by written instrument duly executed by the parties hereto. This Agreement and the party's obligations hereunder shall be governed, construed, and enforced in accordance with the laws of the State of Illinois. In the event that any

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provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions shall be enforced to the maximum extent permitted by applicable law. Neither party may assign its rights or duties under this Agreement without the prior written consent of the other party, except to a successor of all or substantially all of the business and properties. The waiver by either party of any term or condition of this Agreement shall not be deemed to constitute a waiver of any further or additional right that such party may hold under this Agreement. The parties hereto indicate their acceptance and agreement to the terms and conditions set forth herein by their signatures below.

Signatures Required:

Customer Signature, Date

 12/03/2024

SNI Consulting, Date

Printed Name and Job Title

Carolyn Ellison, Director of Operations & Finance

Printed Name and Job Title

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X. Information /Action Items

[Return to home](#)



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

**NWSRA
Board Meeting Schedule - Calendar Year 2025
Northwest Special Recreation Association**

December 18, 2024	Annual Meeting – Public Hearing for FY 2025 Budget (Third Wednesday)
January 29, 2025	Year in Review (Fifth Wednesday due to IPRA Conference)
March 26, 2025	(Fourth Wednesday)
May 21, 2025	(Third Wednesday)
July 23, 2025	(Fourth Wednesday)
September 24, 2025	(Fourth Wednesday)
November 19, 2025	(Third Wednesday) – Due to the Thanksgiving Holiday
December 17, 2025	Annual Meeting – Public Hearing for FY 2026 Budget (Third Wednesday)

NOTE: The Committee of the Whole - meets one hour prior to all meetings at 9:30 am – All Board meetings will begin at 10:30 a.m., at Park Central, 3000 Central Road, Rolling Meadows, unless otherwise indicated. – These meetings are open to the public.

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

COMMITTEES:

Committee Meetings at 3000 Central Road Rolling, Meadows at 10:30 am unless otherwise indicated. – These meetings are open to the public.

Personnel Committee – October 8 Finance Committee – May 28 (9:30 am) & October 31