



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

November 16, 2022
10:30 a.m. Regular Meeting
Park Central Conference Room
3000 W. Central Road
Rolling Meadows, IL

AGENDA

- I. Call to Order
 - A. Roll Call

- II. Introduction of Guests:
 - A. Courtney Risinger – Collaboratives Coordinator
 - B. Christian Guenther – Recreation Specialist
 - C. Lexi Brandlin – Recreation Specialist
 - D. Jillian Trentadue – Recreation Specialist
 - E. Jenay Harrington - Intern

- III. Public Comment

- IV. Approval of Agenda

- V. **Approval of Consent Agenda – Pages – 3-48**
 - A. Approval of Minutes, September 28, 2022
 - B. NWSRA Financial Reports, September 30, 2022
 - 1. Profit and Loss
 - 2. Balance Sheet
 - 3. PFM Account Statement and Update
 - C. Warrant:
 - 1. September 2022 - \$470,015.73
 - 2. October 2022 - \$698,604.15
 - D. ADA Compliance Projects:
 - 1. **Elk Grove Park District – \$150,000**
 - a. Routes and Surfaces
 - b. Plumbing
 - c. Special Rooms, Spaces and Elements
 - 2. **Mount Prospect Park District – \$17,757.48**
 - a. Routes and Surfaces/Walking Surfaces

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

- VII. **Staff Reports – Pages – 49-55**
 - A. Program Report
 - B. Marketing and P/R Report
 - C. SLSF

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

1. Holiday Luncheon Update
 - D. Directors Report – Oral
- VIII. **Old Business – Pages - 56-63**
- A. Health/Merit Survey Update
 - B. Board Retreat
 1. Minutes, October 13, 2022
 - C. Other
- IX. **New Business – Pages – 64-75**
- A. Park District Staff Member Benefits Usage/NWSRA Member District Staff Benefits
 - B. Audit Bid
 - C. Transportation Bid
 - D. Financial Software
 - E. Other
- X. **Information/Action Items – Pages – 76-106**
- A. Personnel Committee:
 1. Minutes, October 12, 2022
 2. Personnel Committee Recommendations
 - a. Organizational Chart
 - b. Lauterbach and Amen Contract
 - c. Salary Structure Adjustment Value/Salary Ranges
 - d. Salary Adjustments
 - e. Salary Compensation Pool
 - f. PT Staff Salary Ranges
 - g. Health Insurance
 - B. Finance Committee:
 1. Minutes, October 28, 2022
 2. Proposed Budget Documents
 - C. IMRF Contribution Rate 2023
 - D. NWSRA 2023 Committees
 - E. 2023 Board Meeting Schedule
 - F. Member District Sponsorship
 - G. Other
- XI. Closed Session
- A. Executive Session Minutes – 5ILCS 120/2(c)(21)
 - B. Personnel – 5ILCS 120/2(c)(1)
- XII. **Action as a result of Closed Session - Pages - 107-109**
- A. Closed Session Resolution R2022-2
- XIII. Adjournment



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



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

V. Consent Agenda

[Return to Home](#)

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT NWSRA ADMINISTRATIVE OFFICES AT
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 28th DAY OF SEPTEMBER 2022 AT 10:30 A.M.**

Chairman Ferraro called the meeting to order at 10:50 a.m.. Administrative Manager Vasalos took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Rita Fletcher, Bartlett Park District; Ryan Risinger, Buffalo Grove Park District; Tiffany Greene, Elk Grove Park District; Bob O'Brien, Hanover Park Park District; Craig Talsma, Hoffman Estates Park District; Jim Jarog, Mount Prospect Park District; Mike Clark, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Bret Fahnstrom, River Trails Park District; Kevin Romejko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrener, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jeff Janda, Streamwood Park District;

Absent: Robert Dowling and Jan Buchs

Also present: Tracey Crawford, Executive Director; Tom Draper, Superintendent of Communications and Marketing; Anne Kiwala, Superintendent of Development; Andrea Griffin and Rachel Hubsch, Superintendents of Recreation; Bob Tannehill and Mike Davis, Finance Team (L & A); Jordan Ross, Inclusion Coordinator; Sean Skala, Recreation Specialist; Steve Adams (Attorney)

Introduction of Guests

Chairman Ferraro introduced the guests and their perspective Superintendents each gave a brief introduction.

Public Comment

None

Approval of Agenda

Chairman Ferraro asked for a motion to approve the agenda dated September 28, 2022. Director LaFrener made the motion and Director Janda seconded the motion to approve the agenda dated September 29, 2021. Upon voice vote the motion was carried.

Approval of Consent Agenda

Chairman Ferraro called for a motion to approve the Consent Agenda of September 28, 2022. With the following changes: Change to the warrant for the August 2022 warrant \$754,870.45 subtracting \$71,041.14 as the Bus company will be refunding the \$71,041.14 due to an over payment. As well as the removal of Craig Talsma from the approval of Resolution R2022-3 from the July minutes as he was not present and removal of extra pages from the consent agenda, as well as the replacement of the Profit and Loss statement to the updated version. Director O'Brien made the motion and Director Fahnstrom seconded the motion to approve the amended Consent Agenda dated September 28, 2022, as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Tiffany Greene, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Jay Morgan and Jeff Janda

NAY: None

The motion carried.

Director LaFrener inquired about the P & L pages reflection of full MDAA payments. Director Talsma explained that when the invoices were put into QuickBooks they were put in as they were paid already when that was not the case. The new P & L reflects the proper financials.

Correspondence

Director Crawford reviewed the Correspondence.

Staff Reports

Program Report

Superintendent Griffin shared information from the overnight trips at Wisconsin Dells and Lake Geneva. She explained how these types of trips give well needed respite to our parents. These trips allow for participants learn social skills and money management skills.

Marketing and PR Report/Outreach

Superintendent Draper reported that the fall brochures were sent out on August 1 and the newsletter was sent on August 31. Director LaFrener gave staff kudos for the beautiful transformation that was made to the Vogelei House. Director Talsma echoed the comments and is very happy that PURSUIT has the sixth location. Director O'Brien agreed and was very happy to add that the same transformation occurred at the Sensory Playground.

SLSF

Superintendent Kiwala reported that all golf outings are complete and brought in about \$150,000. Staff are currently working on the Celebrate Ability Gala working with committees to put the final touches on the event. The Palatine Public Library will have a readathon that will benefit SLSF. If patrons of the library read a designated number of books a donation will be made to SLSF.

Director's Report

Executive Director Crawford informed the Board that she flew to the ATRA Conference as President and was accompanied by Superintendents Griffin and Hubsch. This conference gives staff access to colleges and universities for potential staff and additional learning opportunities. The main topic of the conference was staffing as well as the diversity equity and inclusion section, allowing agency's that host diverse interns. It was reported that 42% of staff is resigning due to mental health and the number of hours they are putting in, making work life balance too hard. People with disabilities are usually the last jobs filled as it can be more challenging. has been posting openings with the ATRA job board. Will be rolling out a program opportunity for Full Time Staff allowing them to be paid for extra hours (over their normal 45 hours weekly – outside normal duties) as a part time staff for NWSRA. This will be effective through the end of the year. Director Talsma asked to have legal review the matter. Atty Adams will review. Director Fletcher and Director Fullerton do this at their perspective districts as their attorneys have already approved this. Director Talsma asked for Atty. Adams to work with Laner Muchin. Atty. Adams will report back to the Board.

Superintendent Negrillo arrived.

Old Business

NWSRA Programming Space 6

Superintendent Griffin reported that Hoffman Estates will be open to clients starting Monday. Individuals will be transferred to the new site and trials will start immediately for new clients.

2023 Member District Annual Assessment Approval

Executive Director Crawford stated that NWSRA has received 16 approved Resolutions of the MDAA from member districts. Chairman Ferraro called for a motion to approve the 2023 Member District Annual Assessment. Director LaFrene made the motion and Director O'Brien seconded the motion the motion to approve the MDAA as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Tiffany Greene, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrene, Jay Morgan and Jeff Janda

NAY: None

The motion carried.

New Business

Bus Bid

Superintendent Negrillo reported that an RFP was sent for the purchase of two more buses. The major difference in the bids received was the warranty and cost. Director Talsma wanted to ensure that buying now will have to be carried over to next years budget unless paid and received in FY2022. He asked staff to look into purchasing through co-ops. He also asked that budgeted amounts be included in memos with budget impact noted as well. Director Crawford will send a survey for co-op opportunities to share with the entire Board. Director Crawford called for a motion to approve the purchased of the bus bid as presented by staff. Director Janda made a motion and Director LaFrene seconded the motion to approve the Bus Bid as presented. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Tiffany Greene, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrene, Jay Morgan and Jeff Janda

NAY: None

The motion carried.

Audit Bid

Superintendent Negrillo presented the audit bid. Director Crawford added that firms also had to have experience in SRA audits. There was some discussion and staff were asked to reach out to other agency's as well as negotiate costs. After much discussion, staff will reach out again to other firms and will try to negotiate cost that has been quoted. This bid was tabled till the November Board meeting. The bid will be brought to the November meeting for the NWSRA side of the bid and the December meeting for the SLSF side of the bid.

IT Service Provider

Superintendent Draper reviewed the IT Service Provider report as well as monthly costs listed. He reported that Excal Tech will not be renewing the contract with NWSRA. SNI will take over starting November 1 and will work with Excal Tech to ensure a smooth transition. Director Talsma asked of the attorney reviewed the contract. It was reported that Howard (attorney) did review the contract. Director Clark was to ensure that since the amount was less than others that the quoted amount includes everything needed or covered in the scope of the project. Superintendent Draper assured Director Clark that it did. Director Talsma made a motion to approve the IT Service Provider contract as presented subject to the approval of the attorney. Director Risinger made the motion to approve and Director Fletcher seconded the motion to approve the IT Service Provider contract as presented with attorney approval. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Rita Fletcher, Ryan Risinger, Tiffany Greene, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan and Jeff Janda

NAY: None

The motion carried.

Board/Staff Retreat

Chairman Ferraro reminded the Board that the retreat will take place at the Rolling Meadows Community Center. All Board Members will be in attendance with the exception of one. The meeting is advertised and posted.

Closed Session

At 12:15 pm Chairman Ferraro asked for a motion to adjourn into closed session to review Pending or Imminent Litigation 5ILCS 120/2(c)(11). Director Risinger made the motion and Director Fletcher seconded the motion to adjourn into closed session to review Pending or Imminent Litigation 5ILCS 120/2(c)(11). Ferraro requested motion to return to open session at 12:42 pm. Director Fullerton made the motion and Director Janda seconded the motion to return to open session. Upon roll being called the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Tiffany Greene, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Jay Morgan and Jeff Janda

NAY: None

The motion carried.

Rita Fletcher left at 12:53 pm.

Adjournment

After no further business, Chairman Ferraro called for a motion to adjourn. Director Janda made the motion and Director O'Brien seconded the motion to adjourn the September 28, 2022, meeting at 12:56 am. Upon voice vote the motion was carried.

Secretary

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
310000 - Member District Assessments				
310001 - Arlington Heights Assessment	285,993.80	571,987.59	-285,993.79	50.0%
310002 - Bartlett Assessment	118,760.84	237,521.67	-118,760.83	50.0%
310003 - Buffalo Grove Assessment	158,644.21	317,288.41	-158,644.20	50.0%
310004 - Elk Grove Assessment	161,476.79	322,953.58	-161,476.79	50.0%
310005 - Hanover Park Assessment	76,454.98	152,909.96	-76,454.98	50.0%
310006 - Hoffman Estates Assessment	155,702.33	311,404.66	-155,702.33	50.0%
310007 - Inverness Assessment	30,858.76	38,635.31	-7,776.55	79.9%
310008 - Mount Prospect Assessment	288,244.11	360,825.27	-72,581.16	79.9%
310009 - Palatine Assessment	385,081.58	480,992.40	-95,910.82	80.1%
310010 - Prospect Heights Assessment	63,093.85	78,646.95	-15,553.10	80.2%
310011 - River Trails Assessment	85,071.26	105,808.74	-20,737.48	80.4%
310012 - Rolling Meadows Assessment	69,052.04	138,104.07	-69,052.03	50.0%
310013 - Salt Creek Assessment	19,472.02	38,944.03	-19,472.01	50.0%
310014 - Schaumburg Assessment	537,018.49	672,676.14	-135,657.65	79.8%
310015 - South Barrington Assessment	60,667.98	75,357.02	-14,689.04	80.5%
310016 - Streamwood Assessment	90,353.45	180,706.90	-90,353.45	50.0%
310017 - Wheeling Assessment	188,021.27	235,544.65	-47,523.38	79.8%
Total 310000 - Member District Assessments	2,773,967.76	4,320,307.35	-1,546,339.59	64.2%
320000 - Program Fees				
320001 - Club Fees	14,090.72	15,500.00	-1,409.28	90.9%
320002 - Leisure Education Fees	1,468.00	25,000.00	-23,532.00	5.9%
320003 - New Initiatives Fees	0.00	20,000.00	-20,000.00	0.0%
320004 - Special Events Fees	3,110.33	22,000.00	-18,889.67	14.1%
320005 - Day Camp Fees	172,717.21	192,290.00	-19,572.79	89.8%
320006 - General Programs Fees	135,163.70	250,000.00	-114,836.30	54.1%
320008 - Trips Fees	22,222.00	28,000.00	-5,778.00	79.4%
320009 - PURSUIT	0.00	5,000.00	-5,000.00	0.0%
320010 - STAR	0.00	0.00	0.00	0.0%
320011 - Athletic Fees	20,321.70	39,018.25	-18,696.55	52.1%
320012 - Program Fees - Credits	923.75	3,500.00	-2,576.25	26.4%
Total 320000 - Program Fees	370,017.41	600,308.25	-230,290.84	61.6%
321000 - Transportation - Door to Door				
321001 - Clubs Door to Door	1,313.50	3,000.00	-1,686.50	43.8%
321003 - New Initiatives Door to Door	0.00	1,000.00	-1,000.00	0.0%
321004 - Special Events Door to Door	0.00	0.00	0.00	0.0%
321005 - Day Camp Door to Door	9,277.35	2,000.00	7,277.35	463.9%
321006 - General Programs Door to Door	1,780.68	2,880.00	-1,099.32	61.8%
321007 - Miscellaneous Door to Door	0.00	0.00	0.00	0.0%
321008 - Athletics Door to Door	0.00	0.00	0.00	0.0%
Total 321000 - Transportation - Door to Door	12,371.53	8,880.00	3,491.53	139.3%
321100 - Transportation - Pick up Points				
321101 - Clubs Pick Up Points	921.08	1,500.00	-578.92	61.4%
321102 - Leisure Edu Pick Up Points	0.00	3,880.00	-3,880.00	0.0%
321103 - New Initiatives Pick Up Points	0.00	0.00	0.00	0.0%
321104 - Special Events Pick Up Points	782.58	1,225.00	-442.42	63.9%
321105 - Day Camp Pick Up Points	12,952.24	20,000.00	-7,047.76	64.8%
321106 - General Programs Pick Up Points	6,773.88	8,000.00	-1,226.12	84.7%
321107 - Miscellaneous Pick Up Points	0.00	0.00	0.00	0.0%
321108 - Athletics Pick Up Points	0.00	0.00	0.00	0.0%
Total 321100 - Transportation - Pick up Points	21,429.78	34,605.00	-13,175.22	61.9%
340000 - Non Program Revenue				
340001 - Non Program Revenue	1,982.50	5,000.00	-3,017.50	39.7%
340009 - Collaboratives	271,544.28	423,566.20	-152,021.92	64.1%
Total 340000 - Non Program Revenue	273,526.78	428,566.20	-155,039.42	63.8%
350000 - SLSF Grant Contributions				
350001 - Scholarship Contribution	51,240.50	65,000.00	-13,759.50	78.8%
350002 - Programs Contribution	9,589.69	65,000.00	-55,410.31	14.8%
350003 - Inclusion Contribution	154.00	10,000.00	-9,846.00	1.5%
350004 - Transportation Contribution	31,084.47	48,500.00	-17,415.53	64.1%
350005 - Athletics Contribution	9,128.01	30,000.00	-20,871.99	30.4%
350006 - Miscellaneous Contribution	0.00	0.00	0.00	0.0%
Total 350000 - SLSF Grant Contributions	101,196.67	218,500.00	-117,303.33	46.3%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
360000 - Sale of Fixed Assets				
360001 - Sale of Fixed Assets	0.00	1,500.00	-1,500.00	0.0%
Total 360000 - Sale of Fixed Assets	0.00	1,500.00	-1,500.00	0.0%
370000 - Interest				
370001 - Operating Interest	32,270.83	5,783.87	26,486.96	557.9%
370002 - Investment Interest	987.38	4,216.13	-3,228.75	23.4%
Total 370000 - Interest	33,258.21	10,000.00	23,258.21	332.6%
380000 - Revenue SLSF				
380001 - Revenue SLSF	298.03	500.00	-201.97	59.6%
Total 380000 - Revenue SLSF	298.03	500.00	-201.97	59.6%
Total Income	3,586,066.17	5,623,166.80	-2,037,100.63	63.8%
Gross Profit	3,586,066.17	5,623,166.80	-2,037,100.63	63.8%
Expense				
420000 - Operating Expenses				
421000 - Administration				
421001 - Professional Expenses				
421002 - Professional Fees	39,295.48	3,475.00	35,820.48	1,130.8%
421003 - Legal Fees	10,507.74	5,150.00	5,357.74	204.0%
421004 - Miscellaneous	273.80	1,770.00	-1,496.20	15.5%
421001 - Professional Expenses - Other	0.00			
Total 421001 - Professional Expenses	50,077.02	10,395.00	39,682.02	481.7%
421100 - Office Supplies				
421101 - Coffee / Water	643.47	470.00	173.47	136.9%
421102 - Furniture Needs	2,180.23	300.00	1,880.23	726.7%
421103 - Locksmith / Keys	237.58	460.00	-222.42	51.6%
421104 - Nametags	671.97	400.00	271.97	168.0%
421105 - Supplies	2,944.79	3,612.37	-667.58	81.5%
421106 - Miscellaneous	278.59	350.00	-71.41	79.6%
Total 421100 - Office Supplies	6,956.63	5,592.37	1,364.26	124.4%
421150 - Credit Card & Bank Fees				
421151 - Bank Fees	7,743.66	2,450.00	5,293.66	316.1%
421152 - Credit Card Processing Fees	1,672.51	6,000.00	-4,327.49	27.9%
421153 - PFM Fees	2,154.74	2,000.00	154.74	107.7%
Total 421150 - Credit Card & Bank Fees	11,570.91	10,450.00	1,120.91	110.7%
421200 - Postage				
421201 - Postage	4,074.71	5,500.00	-1,425.29	74.1%
421202 - Postal Machine Rental	1,364.13	1,860.00	-495.87	73.3%
421203 - Printing Vendors	0.00	0.00	0.00	0.0%
421204 - Miscellaneous	181.11	240.00	-58.89	75.5%
Total 421200 - Postage	5,619.95	7,600.00	-1,980.05	73.9%
421300 - Telephone/Fax				
421301 - Cell Phone Service	6,082.23	8,042.50	-1,960.27	75.6%
421302 - Director Phone/Internet Service	0.00	0.00	0.00	0.0%
421303 - Fax Maintenance	399.00	399.00	0.00	100.0%
421304 - Office Phones	4,899.13	6,540.50	-1,641.37	74.9%
421305 - Phone Maintenance	3,754.45	4,768.00	-1,013.55	78.7%
421306 - Miscellaneous	0.00	250.00	-250.00	0.0%
Total 421300 - Telephone/Fax	15,134.81	20,000.00	-4,865.19	75.7%
421400 - Conferences/Education				
421401 - NRPA Conf/Wkshps/Webnrs/Schools	5,749.85	3,475.00	2,274.85	165.5%
421402 - IPRA Conf/Wkshps/Webnrs/Schools	8,730.35	35,154.00	-26,423.65	24.8%
421403 - PDRMA Conf/Wkshps/Webnrs/School	405.00	610.00	-205.00	66.4%
421404 - IAPD Conf/Wkshps/Webnrs/Schools	0.00	2,007.00	-2,007.00	0.0%
421405 - Evaluation Lunches	1,609.03	1,564.00	45.03	102.9%
421406 - Professional Meetings	4,909.77	4,200.00	709.77	116.9%
421407 - Other Trainings/Workshops	11,723.24	7,310.00	4,413.24	160.4%
421408 - ATRA/Conf/Wkshopp Web Schls	4,485.34	5,460.00	-974.66	82.1%
421400 - Conferences/Education - Other	0.00			
Total 421400 - Conferences/Education	37,612.58	59,780.00	-22,167.42	62.9%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
421500 · Memberships				
421501 · ATRA	650.00	1,250.00	-600.00	52.0%
421502 · CDL Reimbursement / Renewal	155.42	750.00	-594.58	20.7%
421503 · CPRP Exam / Renewal	360.00	1,542.00	-1,182.00	23.3%
421504 · CTRS Exam / Renewal	2,685.00	3,815.00	-1,130.00	70.4%
421505 · Distinguished Accreditation	0.00	100.00	-100.00	0.0%
421506 · Hands On Suburban Chicago	300.00	300.00	0.00	100.0%
421507 · IPRA	2,511.00	12,219.00	-9,708.00	20.5%
421508 · LAC Group	0.00	500.00	-500.00	0.0%
421509 · NRPA	525.00	450.00	75.00	116.7%
421510 · Safety	840.00	2,410.00	-1,570.00	34.9%
421511 · Costco	170.00	120.00	50.00	141.7%
421513 · Miscellaneous	-1,654.61	1,883.00	-3,537.61	-87.9%
421514 · CPI Recertification	4,491.46	1,650.00	2,841.46	272.2%
421515 · SHRM	585.00	558.00	27.00	104.8%
Total 421500 · Memberships	11,618.27	27,547.00	-15,928.73	42.2%
421600 · Health Insurance				
421601 · Voluntary Benefits	2,966.64	0.00	2,966.64	100.0%
421602 · Employee Contributions	0.00	-41,635.64	41,635.64	0.0%
421603 · Employer Contributions	301,244.66	488,002.85	-186,758.19	61.7%
Total 421600 · Health Insurance	304,211.30	446,367.21	-142,155.91	68.2%
421700 · Maintenance/Utilities				
421701 · Condo Maintenance	9,557.80	13,269.32	-3,711.52	72.0%
421702 · Electric	8,078.99	14,557.55	-6,478.56	55.5%
421703 · Gas	2,341.13	2,500.00	-158.87	93.6%
421704 · Hudson Energy	0.00			
421705 · Total Fire and Safety	88.00	715.00	-627.00	12.3%
421706 · Internet	9,228.16	14,932.71	-5,704.55	61.8%
421707 · Miscellaneous	12,495.88	4,160.00	8,335.88	300.4%
421708 · Cleaning Supplies	928.28	5,314.86	-4,386.58	17.5%
421700 · Maintenance/Utilities - Other	0.00			
Total 421700 · Maintenance/Utilities	42,718.24	55,449.44	-12,731.20	77.0%
421800 · Rent				
421801 · Condo Association Fee	9,585.00	12,780.00	-3,195.00	75.0%
421802 · RMCC Rental Space	20,000.00	30,000.00	-10,000.00	66.7%
421803 · HPPD Rental Space	12,987.00	17,316.00	-4,329.00	75.0%
421804 · MPPD Rental Space	22,500.00	30,000.00	-7,500.00	75.0%
421805 · Wheeling Rental Space	30,000.00	30,000.00	0.00	100.0%
421806 · BGPD Rental Space	22,500.00	30,090.00	-7,590.00	74.8%
421807 · HEPD Rental Space	15,000.00	30,090.00	-15,090.00	49.9%
421800 · Rent - Other	2,500.00			
Total 421800 · Rent	135,072.00	180,276.00	-45,204.00	74.9%
421900 · Computer				
421901 · Database Enhancements	4,825.00	12,500.00	-7,675.00	38.6%
421902 · Framework Support	79,223.18	92,303.00	-13,079.82	85.8%
421904 · Web Development	444.42	900.00	-455.58	49.4%
421905 · Miscellaneous Software	49,233.71	60,783.43	-11,549.72	81.0%
421906 · Miscellaneous Hardware	33,681.24	2,839.48	30,841.76	1,186.2%
Total 421900 · Computer	167,407.55	169,325.91	-1,918.36	98.9%
Total 421000 · Administration	787,999.26	992,782.93	-204,783.67	79.4%
422000 · Program				
422100 · Rental Municipal				
422101 · Clubs	1,786.75	2,000.00	-213.25	89.3%
422102 · Leisure Education	0.00	1,000.00	-1,000.00	0.0%
422104 · Special Events	336.00	724.00	-388.00	46.4%
422105 · Day Camp	10,709.61	15,000.00	-4,290.39	71.4%
422106 · General Programs	10,500.77	10,200.00	300.77	102.9%
422107 · Miscellaneous	0.00	0.00	0.00	0.0%
422108 · Trips	0.00	0.00	0.00	0.0%
422109 · PURSUIT	1,396.92	5,749.97	-4,353.05	24.3%
422110 · STAR	0.00	0.00	0.00	0.0%
422111 · Athletics	1,534.97	4,000.00	-2,465.03	38.4%
Total 422100 · Rental Municipal	26,265.02	38,673.97	-12,408.95	67.9%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
422200 · Commercial Expenses				
422201 · Clubs	3,092.72	3,000.00	92.72	103.1%
422202 · Leisure Education	878.50	3,000.00	-2,121.50	29.3%
422204 · Special Events	10,354.39	4,400.00	5,954.39	235.3%
422205 · Day Camp	3,159.03	5,000.00	-1,840.97	63.2%
422206 · General Programs	19,335.32	15,756.00	3,579.32	122.7%
422207 · Miscellaneous	240.42	0.00	240.42	100.0%
422208 · Trips	14,824.85	11,000.00	3,824.85	134.8%
422209 · PURSUIT	27,250.48	32,300.00	-5,049.52	84.4%
422210 · STAR	0.00	0.00	0.00	0.0%
422211 · Athletics	13,584.21	7,500.00	6,084.21	181.1%
422200 · Commercial Expenses - Other	0.00			
Total 422200 · Commercial Expenses	92,719.92	81,956.00	10,763.92	113.1%
422300 · Program Development				
422301 · New Programming Space	6,042.55	2,500.00	3,542.55	241.7%
422303 · New Initiatives / Programs	910.99	2,500.00	-1,589.01	36.4%
422304 · STAR Scholarship Reimbursement	0.00	0.00	0.00	0.0%
422305 · Program Space 6	10,879.35	10,300.00	579.35	105.6%
Total 422300 · Program Development	17,832.89	15,300.00	2,532.89	116.6%
422400 · Program Supplies				
422401 · Clubs	2,932.53	2,500.00	432.53	117.3%
422402 · Leisure Education	275.34	1,500.00	-1,224.66	18.4%
422404 · Special Events	363.38	635.00	-271.62	57.2%
422405 · Day Camp	4,620.57	5,000.00	-379.43	92.4%
422406 · General Programs	12,440.89	25,000.00	-12,559.11	49.8%
422407 · Equipment Repair	0.00	500.00	-500.00	0.0%
422408 · Trips	572.38	6,000.00	-5,427.62	9.5%
422409 · PURSUIT	29,827.24	25,000.00	4,827.24	119.3%
422411 · Paper Products	1,782.86	500.00	1,282.86	356.6%
422412 · Training / Orientation	916.64	1,325.00	-408.36	69.2%
422413 · CPI Books	0.00	1,174.50	-1,174.50	0.0%
422414 · First Aid / CPR	3,860.50	700.00	3,160.50	551.5%
422415 · Staff Appreciation Party	7,687.14	2,500.00	5,187.14	307.5%
422416 · Part Time/ Volunteer Apparel	0.00	0.00	0.00	0.0%
422417 · Storeroom Supplies	638.21	500.00	138.21	127.6%
422418 · Miscellaneous	392.26	0.00	392.26	100.0%
422419 · Full Time Apparel	0.00	0.00	0.00	0.0%
422420 · STAR	0.00	0.00	0.00	0.0%
422421 · Safety/Behavior	-3,063.23	1,500.00	-4,563.23	-204.2%
422422 · Committees	1,627.37	1,250.00	377.37	130.2%
422423 · Athletics	2,590.94	1,000.00	1,590.94	259.1%
422400 · Program Supplies - Other	0.00			
Total 422400 · Program Supplies	67,465.02	76,584.50	-9,119.48	88.1%
422500 · Commercial Transportation				
422502 · Leisure Education	0.00	0.00	0.00	0.0%
422504 · Special Events	0.00	0.00	0.00	0.0%
422505 · Day Camp	115,563.83	118,629.96	-3,066.13	97.4%
422508 · Trips	0.00	0.00	0.00	0.0%
422509 · Miscellaneous	0.00	0.00	0.00	0.0%
422510 · Athletics	3,003.16	0.00	3,003.16	100.0%
Total 422500 · Commercial Transportation	118,566.99	118,629.96	-62.97	99.9%
422600 · Mileage				
422601 · Mileage	23,837.22	20,000.00	3,837.22	119.2%
Total 422600 · Mileage	23,837.22	20,000.00	3,837.22	119.2%
422700 · Transportation Maintenance				
422701 · Cleaning Supplies	317.25	1,200.00	-882.75	26.4%
422702 · Repair / Maintenance	77,060.51	75,000.00	2,060.51	102.7%
422703 · General Equipment	0.00	0.00	0.00	0.0%
422705 · Miscellaneous	506.96	623.80	-116.84	81.3%
Total 422700 · Transportation Maintenance	77,884.72	76,823.80	1,060.92	101.4%
422800 · Transportation- Gas/Tolls/Park				
422801 · Gas	53,336.91	74,000.00	-20,663.09	72.1%
422802 · Tolls	2,545.65	8,300.00	-5,754.35	30.7%
Total 422800 · Transportation- Gas/Tolls/Park	55,882.56	82,300.00	-26,417.44	67.9%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
422900 · Printing				
422901 · Copier 2nd Floor	0.00	0.00	0.00	0.0%
422902 · Copier 3rd Floor	0.00	0.00	0.00	0.0%
422903 · Day Camp Brochure	2,045.00	2,700.00	-655.00	75.7%
422904 · Paper	2,362.92	2,300.00	62.92	102.7%
422905 · Printer Service	0.00	0.00	0.00	0.0%
422906 · Printer Toner (OSP)	8,252.63	7,800.00	452.63	105.8%
422907 · Seasonal Brochure	11,717.00	13,200.00	-1,483.00	88.8%
422908 · Stationary / Business Cards	605.87	1,130.00	-524.13	53.6%
422909 · Miscellaneous	4,211.56	5,500.00	-1,288.44	76.6%
Total 422900 · Printing	29,194.98	32,630.00	-3,435.02	89.5%
423100 · Public Awareness				
423101 · Awards / Recognition	2,364.41	1,500.00	864.41	157.6%
423102 · Ads	0.00	980.00	-980.00	0.0%
423103 · Legal Notices	164.70	500.00	-335.30	32.9%
423104 · Online Media	275.00	960.00	-685.00	28.6%
423105 · Giveaways	891.79	500.00	391.79	178.4%
423106 · Admin Professionals Week	289.18	250.00	39.18	115.7%
423107 · Staff Support	211.28	3,200.00	-2,988.72	6.6%
423108 · Subscriptions	1,461.82	1,859.76	-397.94	78.6%
423109 · Miscellaneous	244.22	1,000.00	-755.78	24.4%
423110 · Recruitment	30,009.95	3,500.00	26,509.95	857.4%
423111 · Outreach	1,916.73	5,000.00	-3,083.27	38.3%
Total 423100 · Public Awareness	37,829.08	19,249.76	18,579.32	196.5%
Total 422000 · Program	547,478.40	562,147.99	-14,669.59	97.4%
424000 · Salary(Staff & Indep Cntrctrs)				
424100 · Full Time				
424101 · Salary	1,546,346.08	2,444,793.95	-898,447.87	63.3%
424102 · Overtime	0.00	200.00	-200.00	0.0%
424103 · Phone/Data Stipend	11,585.00	18,060.00	-6,475.00	64.1%
Total 424100 · Full Time	1,557,931.08	2,463,053.95	-905,122.87	63.3%
424200 · Part Time				
424201 · Clubs	0.00	3,500.00	-3,500.00	0.0%
424203 · Program Dev't	66.50	0.00	66.50	100.0%
424204 · Special Events	0.00	0.00	0.00	0.0%
424205 · Day Camp	267,476.11	273,525.62	-6,049.51	97.8%
424206 · General Programs	168,739.55	180,000.00	-11,260.45	93.7%
424207 · Office Support	21,140.31	21,000.00	140.31	100.7%
424208 · Trips	0.00	0.00	0.00	0.0%
424209 · PURSUIT	8,093.99	17,037.50	-8,943.51	47.5%
424210 · STAR	0.00	0.00	0.00	0.0%
424211 · Training	31,520.63	50,000.00	-18,479.37	63.0%
424213 · Athletics	0.00	8,000.00	-8,000.00	0.0%
424214 · Transportation	57,413.92	87,600.00	-30,186.08	65.5%
Total 424200 · Part Time	554,451.01	640,663.12	-86,212.11	86.5%
424300 · Payroll Processing				
424301 · Payroll Fees	0.00	0.00	0.00	0.0%
424302 · Direct Deposit	0.00	0.00	0.00	0.0%
424303 · FSA	466.00	1,450.00	-984.00	32.1%
424304 · W2 Processing	140.30	330.00	-189.70	42.5%
424305 · Miscellaneous	10,615.42	0.00	10,615.42	100.0%
Total 424300 · Payroll Processing	11,221.72	1,780.00	9,441.72	630.4%
424400 · Independent Contractors				
424401 · Day Camp	997.50	16,000.00	-15,002.50	6.2%
424402 · General Programs	2,107.75	28,130.00	-26,022.25	7.5%
424403 · Office	5,119.75	3,000.00	2,119.75	170.7%
424404 · Trips	0.00	0.00	0.00	0.0%
424405 · PURSUIT	5,501.00	13,800.00	-8,299.00	39.9%
424406 · STAR	0.00	0.00	0.00	0.0%
424407 · Athletics	250.00	2,500.00	-2,250.00	10.0%
424408 · Leisure Ed	0.00	4,232.00	-4,232.00	0.0%
Total 424400 · Independent Contractors	13,976.00	67,662.00	-53,686.00	20.7%

**Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
January through September 2022**

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
424500 · Car Allowance				
424501 · Car Allowance	5,700.00	7,800.00	-2,100.00	73.1%
Total 424500 · Car Allowance	5,700.00	7,800.00	-2,100.00	73.1%
Total 424000 · Salary(Staff & Indep Cntrctrs)	2,143,279.81	3,180,959.07	-1,037,679.26	67.4%
Total 420000 · Operating Expenses	3,478,757.47	4,735,889.99	-1,257,132.52	73.5%
441000 · Liabilities				
441001 · Criminal Background Checks	0.00	0.00	0.00	0.0%
441002 · Drug Tests / Physicals	2,183.00	3,000.00	-817.00	72.8%
441003 · Unemployment	8,360.98	8,000.00	360.98	104.5%
441004 · Liability Fees	28,400.04	56,800.00	-28,399.96	50.0%
441006 · Miscellaneous	0.00	0.00	0.00	0.0%
Total 441000 · Liabilities	38,944.02	67,800.00	-28,855.98	57.4%
442000 · Audit				
442001 · Audit	10,645.00	6,625.00	4,020.00	160.7%
442002 · GASB	860.00	2,550.00	-1,690.00	33.7%
Total 442000 · Audit	11,505.00	9,175.00	2,330.00	125.4%
442100 · FICA - Employer Tax Expense				
442101 · ER Tax - Inclusion	0.00	0.00	0.00	0.0%
442102 · ER Tax - Part Time	0.00			
442103 · ER Tax - Full Time	0.00			
442100 · FICA - Employer Tax Expense - Other	131,867.71	282,010.71	-150,143.00	46.8%
Total 442100 · FICA - Employer Tax Expense	131,867.71	282,010.71	-150,143.00	46.8%
442200 · IMRF				
442201 · ER Contributions - FT	168,554.51	220,197.02	-51,642.51	76.5%
442202 · EE Deductions - FT	0.00			
442203 · ER Contributions - PT	2,446.46	28,406.53	-25,960.07	8.6%
442204 · EE Deductions - PT	0.00			
442205 · Voluntary Contributions	4,476.35	0.00	4,476.35	100.0%
Total 442200 · IMRF	175,477.32	248,603.55	-73,126.23	70.6%
450000 · Inclusion				
450001 · Arlington Heights	24,405.99	65,123.49	-40,717.50	37.5%
450002 · Bartlett	10,788.91	18,340.76	-7,551.85	58.8%
450003 · Buffalo Grove	40,488.99	80,175.36	-39,686.37	50.5%
450004 · Elk Grove Village	12,410.31	35,155.58	-22,745.27	35.3%
450005 · Hanover Park	8,541.89	5,153.09	3,388.80	165.8%
450006 · Hoffman Estates	21,782.09	24,789.66	-3,007.57	87.9%
450007 · Inverness	64.33	250.86	-186.53	25.6%
450008 · Mount Prospect	17,620.77	17,845.94	-225.17	98.7%
450009 · Palatine	34,045.05	44,562.99	-10,517.94	76.4%
450010 · Prospect Heights	15,676.04	10,441.99	5,234.05	150.1%
450011 · River Trails	7,991.65	12,187.66	-4,196.01	65.6%
450012 · Rolling Meadows	35,292.34	25,730.88	9,561.46	137.2%
450013 · Salt Creek	1,126.06	2,108.64	-982.58	53.4%
450014 · Schaumburg	42,532.29	110,209.08	-67,676.79	38.6%
450015 · South Barrington	5,254.67	18,814.83	-13,560.16	27.9%
450016 · Steamwood	4,489.94	13,797.54	-9,307.60	32.5%
450017 · Wheeling	55,779.61	42,739.09	13,040.52	130.5%
450018 · Ability Awareness	14.38	300.00	-285.62	4.8%
450019 · Training Salary	1,851.29	16,950.00	-15,098.71	10.9%
450020 · Rovers Salary	22,023.56	30,520.00	-8,496.44	72.2%
450021 · Training Supplies	1,136.07	2,000.00	-863.93	56.8%
450022 · Miscellaneous	1,675.16	2,760.00	-1,084.84	60.7%
Total 450000 · Inclusion	364,991.39	579,957.44	-214,966.05	62.9%
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%
Total Expense	4,201,542.91	5,923,436.69	-1,721,893.78	70.9%
Net Ordinary Income	-615,476.74	-300,269.89	-315,206.85	205.0%

Northwest Special Recreation Association
Profit & Loss Budget vs. Actual
 January through September 2022

	Jan - Sep 22	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Expense				
460000 - Capital Fund				
460001 - Capital Expenses/Projects	177,234.93	289,872.69	-112,637.76	61.1%
460002 - Vehicles/Maintenance	26,290.00	533,400.00	-507,110.00	4.9%
460003 - Technology/Hardware	93,687.40	132,905.72	-39,218.32	70.5%
460004 - Building/Maintenance	42,568.00	98,858.04	-56,290.04	43.1%
Total 460000 - Capital Fund	339,780.33	1,055,036.45	-715,256.12	32.2%
Total Other Expense	339,780.33	1,055,036.45	-715,256.12	32.2%
Net Other Income	-339,780.33	-1,055,036.45	715,256.12	32.2%
Net Income	-955,257.07	-1,355,306.34	400,049.27	70.5%

Northwest Special Recreation Association

Balance Sheet

11/04/22

As of September 30, 2022

Modified Accrual Basis

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
10100 · Flex Spending - Benefit	4,787.29
10300 · Petty Cash	500.00
10600 · Operating	470,553.33
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,280,000.00
11200 · PFM Investments Hold Account - Other	4,428.30
Total 11200 · PFM Investments Hold Account	1,284,428.30
11500 · Operating 2	1,471,543.32
11650 · Capital Reserve (Village B&T)	1,996,347.76
Total Checking/Savings	5,228,160.00
Accounts Receivable	
12000 · Accounts Receivable	71,041.14
Total Accounts Receivable	71,041.14
Other Current Assets	
12001 · Scholarship - Receivable	2,126.30
12300 · Prepaid Lease	7,500.00
2120 · Payroll Asset	12,914.00
Total Other Current Assets	22,540.30
Total Current Assets	5,321,741.44
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	733,692.23
13110 · Accum.Depre- Equipment	-354,540.57
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,543,850.76
Total Fixed Assets	1,511,074.90
TOTAL ASSETS	6,832,816.34
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	61,561.19
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-141.75
21100 · Anticipated Refunds - Prog Fees	12,471.20
21500 · Payroll Liabilities	150,182.25
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	-2,923.75
22000 · Accrued Payroll	41,655.97
Total Other Current Liabilities	201,493.92
Total Current Liabilities	263,055.11
Long Term Liabilities	
22500 · ACCRUED VACATION	90,672.05
Total Long Term Liabilities	90,672.05
Total Liabilities	353,727.16

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Northwest Special Recreation Association

11/04/22

Balance Sheet

Modified Accrual Basis

As of September 30, 2022

	<u>Sep 30, 22</u>
Equity	
29500 · Retained Earnings	5,923,272.35
29550 · INVESTMENT IN CAPITAL ASSETS	1,511,073.90
Net Income	-955,257.07
	<hr/>
Total Equity	6,479,089.18
	<hr/>
TOTAL LIABILITIES & EQUITY	6,832,816.34
	<hr/> <hr/>



Account Statement - Transaction Summary

For the Month Ending **September 30, 2022**

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	103,789.44
Purchases	717.51
Redemptions	(78.65)
Unsettled Trades	0.00
Change in Value	0.00

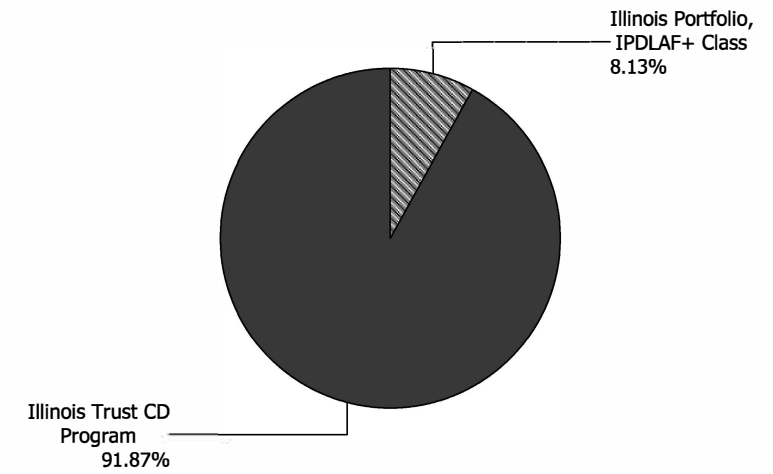
Closing Market Value	\$104,428.30
Cash Dividends and Income	192.51

Illinois Trust CD Program	
Opening Market Value	1,180,000.00
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$1,180,000.00
Cash Dividends and Income	0.00

Asset Summary		
	September 30, 2022	August 31, 2022
Illinois Portfolio, IPDLAF+ Class	104,428.30	103,789.44
Illinois Trust CD Program	1,180,000.00	1,180,000.00
Total	\$1,284,428.30	\$1,283,789.44

Asset Allocation



**Warrant
Summary
As of September 30, 2022**

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

Total VB&T Electronic Accounts Payable	\$ 58,404.11
Electronic Accounts Payable (PCARDS-BMO)	\$ (260.01)
Electronic Accounts Payable (PCARDS-5th-3rd)	\$ 67,925.45
Total VB&T Business Checking Accounts Payable	\$ 109,952.17
	<u>\$ 236,021.72</u>

Payroll	09.09.22	\$ 100,917.63
	09.23.22	\$ 109,685.62

IMRF Payment	Sep-22	\$ 23,390.76
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Motion to approve Warrant 09.30.22	\$ 470,015.73
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**Warrant
Summary
As of September 30, 2022**

Vendor	Description	Amount
Excal Tech	Software/Hardware	\$ 8,191.99
Total Warrant for Electronic Accounts Payable (BMO HARRIS)		
Wex Bank		\$ 4,730.04
Aflac		\$ 600.64
Mission Square ICMA		\$ 2,270.00
IL Dept. Empl Sec Unempl Tax		\$ 772.98
ComEd	August Electric	\$ 898.06
CostCo	Miscellaneous purchases	\$ 178.00
Wells Fargo	Konica Minolta - 2nd & 3rd Flr Copier	\$ 1,256.72
Hewlett Packard Fin Svcs	Lease Payment	\$ 1,941.77
PDRMA	Sept Health Benefits	\$ 37,563.91
Total Warrant for Electronic Accounts Payable		\$ 58,404.11

**Warrant
Summary
As of September 30, 2022**

Vendor	Expense Account Title	Account	Amount
Zoom	Computers	421905	14.99
In Salvi Sports Enter	Rental Municipal	422107	-275.00

Total Warrant for Electronic Accounts Payable (BMO HARRIS) \$ (260.01)

**Warrant
Summary
As of September 30, 2022**

Vendor	Expense Account Title	Account	Amount
AUTHORIZE.NET	PROGRAM FEES	320001	26.25
AMAZON	PROFESSIONAL FEES	421003	45.04
AMAZON	OFFICE SUPPLIES	421102	61.76
SAMS CLUB RENEWAL	OFFICE SUPPLIES	421102	412.96
Total Warrant for Electronic Accounts	OFFICE SUPPLIES	421105	-46.86
AMAZON	OFFICE SUPPLIES	421105	28.41
AMAZON	OFFICE SUPPLIES	421105	19.99
AMAZON	OFFICE SUPPLIES	421105	125.16
AMAZON	OFFICE SUPPLIES	421105	109.94
AMAZON	OFFICE SUPPLIES	421105	139.00
ACCURATE OFFICE SUPPLY	OFFICE SUPPLIES	421105	43.74
AMAZON	OFFICE SUPPLIES	421105	20.32
AMAZON	OFFICE SUPPLIES	421105	44.92
AMAZON	OFFICE SUPPLIES	421105	17.43
PB LEASING	POSTAGE	421202	454.71
VZWRLSS APOCC VISB	TELEPHONE/FAX	421301	595.24
FIRST COMMUNICATIONS L	TELEPHONE/FAX	421304	652.14
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	329.70
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	438.75
AMK PHOENIX CONV CTR	CONFERENCE/EDUCATION	421401	7.60
UBER TRIP	CONFERENCE/EDUCATION	421401	9.12
UBER TRIP	CONFERENCE/EDUCATION	421401	36.50
UBER TRIP	CONFERENCE/EDUCATION	421401	113.34
CONNECTIONS C S3 CONC	CONFERENCE/EDUCATION	421401	13.96
RENAISSANCE HOTELS	CONFERENCE/EDUCATION	421401	1031.16
GALLO BLANCO CAFE	CONFERENCE/EDUCATION	421401	180.00
RENAISSANCE HOTELS	CONFERENCE/EDUCATION	421401	105.51
UBER TRIP	CONFERENCE/EDUCATION	421401	20.90
UBER TRIP	CONFERENCE/EDUCATION	421401	15.00
AMK PHOENIX CONV CTR	CONFERENCE/EDUCATION	421401	3.26
UBER TRIP	CONFERENCE/EDUCATION	421401	15.75
190PEPSIVEN9147678600	CONFERENCE/EDUCATION	421401	2.50
AMK PHOENIX CONV CTR	CONFERENCE/EDUCATION	421401	8.69
CHICAGONEWSST1732	CONFERENCE/EDUCATION	421401	12.42
TST PHOENIX BOURBON R	CONFERENCE/EDUCATION	421401	52.35
THE ARROGANT BUTCHER	CONFERENCE/EDUCATION	421401	127.09
UBER TRIP	CONFERENCE/EDUCATION	421401	75.42
STARBUCKS 800-782-7282	CONFERENCE/EDUCATION	421401	25.00
MAYFLOWER CAB CO LLC	CONFERENCE/EDUCATION	421401	26.87
TST PHOENIX BOURBON R	CONFERENCE/EDUCATION	421401	52.35
TODD ENGLISH PUB	CONFERENCE/EDUCATION	421401	87.12
WPY PARK DISTRICT RISK	CONFERENCE/EDUCATION	421403	195.00
PANERA BREAD #600658 P	CONFERENCE/EDUCATION	421405	10.60
PANERA BREAD #600658 P	CONFERENCE/EDUCATION	421405	19.47
COOPERS HAWK ARLINGTON	CONFERENCE/EDUCATION	421405	56.92
WESTWOOD TAVERN TAP	CONFERENCE/EDUCATION	421405	56.48
WILDBERRY PANCAKES & C	CONFERENCE/EDUCATION	421405	54.92
TROPICAL SMOOTHIE CAFE	CONFERENCE/EDUCATION	421406	8.29
TST HONEY JAM CAFE -	CONFERENCE/EDUCATION	421406	122.49
BOUGHTON RIDGE GOLF CO	CONFERENCE/EDUCATION	421406	20.00

**Warrant
Summary
As of September 30, 2022**

PANERA BREAD #600658 K	CONFERENCE/EDUCATION	421406	17.99
DD DOORDASH PORTILLOS	CONFERENCE/EDUCATION	421406	68.52
UBER EATS	CONFERENCE/EDUCATION	421406	41.40
BHT DOWNER'S GROVE	CONFERENCE/EDUCATION	421407	120.81
AMITA HEALTH	CONFERENCE/EDUCATION	421407	25.00
AMITA HEALTH	CONFERENCE/EDUCATION	421407	25.00
EVENT 17TH ANNUAL ILL	CONFERENCE/EDUCATION	421407	1050.00
EVENT 17TH ANNUAL ILL	CONFERENCE/EDUCATION	421407	175.00
WALGREENS #4464	CONFERENCE/EDUCATION	421407	114.43
PAYPAL CHI WILS CHI W	CONFERENCE/EDUCATION	421407	25.00
AMITA HEALTH	CONFERENCE/EDUCATION	421407	25.00
AAFARA	CONFERENCE/EDUCATION	421407	186.00
SQ PREVAIL UNION SHIP	CONFERENCE/EDUCATION	421408	28.18
PARAMOUNT	CONFERENCE/EDUCATION	421408	28.63
THE SOUTHERN KITCHEN A	CONFERENCE/EDUCATION	421408	161.39
STARBUCKS C BHM	CONFERENCE/EDUCATION	421408	32.75
EBONY NEWS ST1165	CONFERENCE/EDUCATION	421408	30.74
SQ PREVAIL UNION SHIP	CONFERENCE/EDUCATION	421408	16.43
SQ THE RED CAT COFFEE	CONFERENCE/EDUCATION	421408	30.25
SUBWAY 32941	CONFERENCE/EDUCATION	421408	15.80
SUMMER HOUSE ORD	CONFERENCE/EDUCATION	421408	73.79
SQ LYDIA DAHLKE	CONFERENCE/EDUCATION	421408	25.00
PAYPAL CHI WILS CHI W	CONFERENCE/EDUCATION	421408	25.00
UBER TRIP	CONFERENCE/EDUCATION	421408	19.73
UBER TRIP	CONFERENCE/EDUCATION	421408	10.00
UBER TRIP	CONFERENCE/EDUCATION	421408	10.00
EBONY NEWS ST1165	CONFERENCE/EDUCATION	421408	76.29
UPTOWN CANTINA	CONFERENCE/EDUCATION	421408	288.89
TST SANTOS COFFEE - U	CONFERENCE/EDUCATION	421408	13.98
TST SANTOS COFFEE - U	CONFERENCE/EDUCATION	421408	24.54
TST SANTOS COFFEE - U	CONFERENCE/EDUCATION	421408	24.74
TST MUGSHOTS GRILL &	CONFERENCE/EDUCATION	421408	42.60
TST FROTHY MONKEY - B	CONFERENCE/EDUCATION	421408	55.10
STARBUCKS T2 MAIN ORD	CONFERENCE/EDUCATION	421408	18.10
BONFIRE.COM	CONFERENCE/EDUCATION	421408	88.89
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
SQ LYDIA DAHLKE	CONFERENCE/EDUCATION	421408	120.00
GIFTSHOPHERATONBIRMIN	CONFERENCE/EDUCATION	421408	4.17
TST FROTHY MONKEY - B	CONFERENCE/EDUCATION	421408	70.26
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
UNITED AIRLINES	CONFERENCE/EDUCATION	421408	35.00
NRPA OPERATING	MEMBERSHIPS/CERTIFICATIO	421503	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	105.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	105.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	80.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIO	421504	80.00

**Warrant
Summary
As of September 30, 2022**

IPRA	MEMBERSHIPS/CERTIFICATION	421507	279.00
IPRA	MEMBERSHIPS/CERTIFICATION	421507	279.00
NRPA OPERATING	MEMBERSHIPS/CERTIFICATION	421509	175.00
CRISIS PREVENTION INST	MEMBERSHIPS/CERTIFICATION	421514	4249.00
SOCIETYFORHUMANRESOURC	MEMBERSHIPS/CERTIFICATION	421515	585.00
NICOR GAS	MAINTENANCE/UTILITIES	421703	49.84
NICOR GAS	MAINTENANCE/UTILITIES	421703	49.84
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	185.43
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	257.18
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	269.11
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	181.95
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421707	388.51
DOLLAR TREE	MAINTENANCE/UTILITIES	421708	21.25
DOLLAR TREE	MAINTENANCE/UTILITIES	421708	23.38
MICROSOFT CONSOLE 1 MO	COMPUTERS	421905	10.98
HTC CORP	COMPUTERS	421905	12.99
APPLE.COM/BILL	COMPUTERS	421905	0.99
MOSYLE BUS MOSYLE_BUS	COMPUTERS	421905	9.00
MICROSOFT CONSOLE 1 MO	COMPUTERS	421905	10.98
RIGHT NETWORKS	COMPUTERS	421905	75.80
INTUIT QUICKBOOKS	COMPUTERS	421905	1556.46
WWW.MAKESHIFT.CA	COMPUTERS	421905	1390.92
FLEETIO.COM	COMPUTERS	421905	136.80
AMAZON	COMPUTERS	421906	238.00
AMAZON	COMPUTERS	421906	459.99
AMAZON	COMPUTERS	421906	26.71
ACT SCHAUMBURGPDIS	RENTAL MUNICIPAL	422105	234.00
IN SALVI SPORTS ENTER	RENTAL MUNICIPAL	422105	2150.00
ME-HOFFMAN EST-RESERVE	RENTAL MUNICIPAL	422109	189.88
ME-HOFFMAN EST-RESERVE	RENTAL MUNICIPAL	422109	316.70
ME-HOFFMAN EST-RESERVE	RENTAL MUNICIPAL	422109	100.00
CITY WORKS SCHAUMBURG	COMMERCIAL EXPENSE	422201	142.00
KALAHARI RESORT - WI	COMMERCIAL EXPENSE	422204	3900.60
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	86.75
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	66.50
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	80.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	189.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	189.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	159.50
D Q BRAZIER #40387 QPS	COMMERCIAL EXPENSE	422206	69.77
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	13.59
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	13.59
JEWEL	COMMERCIAL EXPENSE	422206	52.32
MORKES CHOCOLATES	COMMERCIAL EXPENSE	422206	50.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	210.00
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	504.00
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	546.00
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	651.00

**Warrant
Summary
As of September 30, 2022**

RANDALL OAKS PARK & ZO	COMMERCIAL EXPENSE	422206	75.00
JIM DONOVAN MUSIC	COMMERCIAL EXPENSE	422206	97.00
JIM DONOVAN MUSIC	COMMERCIAL EXPENSE	422206	47.00
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	58.72
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	37.90
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	13.88
MILWAUKEE BREWERS BASE	COMMERCIAL EXPENSE	422208	36.92
MILWAUKEE BREWERS BASE	COMMERCIAL EXPENSE	422208	33.76
DNCSS AM FAM FIELD CON	COMMERCIAL EXPENSE	422208	10.07
DNCSS AM FAM FIELD CON	COMMERCIAL EXPENSE	422208	15.13
DNCSS AM FAM FIELD CON	COMMERCIAL EXPENSE	422208	7.94
SQ TOPSY TURVY BREWER	COMMERCIAL EXPENSE	422208	39.88
SQ TOPSY TURVY BREWER	COMMERCIAL EXPENSE	422208	29.54
COMFORT INNS	COMMERCIAL EXPENSE	422208	718.00
COMFORT INNS	COMMERCIAL EXPENSE	422208	718.00
COMFORT INNS	COMMERCIAL EXPENSE	422208	678.00
COMFORT INNS	COMMERCIAL EXPENSE	422208	638.00
TST LAKE CITY SOCIAL	COMMERCIAL EXPENSE	422208	284.10
LAKE GENEVA LANES	COMMERCIAL EXPENSE	422208	121.75
DNCSS AM FAM FIELD CON	COMMERCIAL EXPENSE	422208	27.00
DNCSS AM FAM FIELD CON	COMMERCIAL EXPENSE	422208	80.23
RFC GURNEE MILLS REST	COMMERCIAL EXPENSE	422208	392.78
SQ CLOCK TOWER PIZZA	COMMERCIAL EXPENSE	422208	81.03
WI DEER PARK	COMMERCIAL EXPENSE	422208	372.00
JEWEL	COMMERCIAL EXPENSE	422208	83.93
ALLIGATOR ALLEY ADVENT	COMMERCIAL EXPENSE	422208	162.76
ALLIGATOR ALLEY ADVENT	COMMERCIAL EXPENSE	422208	15.99
TST LAKE CITY SOCIAL	COMMERCIAL EXPENSE	422208	612.19
PIZZA PUB - WISCONSIN	COMMERCIAL EXPENSE	422208	461.93
PIRATE'S COVE	COMMERCIAL EXPENSE	422208	132.00
TST RAVINA BAY BAR AN	COMMERCIAL EXPENSE	422208	623.66
TST GRATEFUL SHED TRU	COMMERCIAL EXPENSE	422208	64.73
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	4.20
DENNY'S #7398	COMMERCIAL EXPENSE	422208	516.37
ORIGINAL WISCONSIN DUC	COMMERCIAL EXPENSE	422208	342.62
TST PASQUALS CANTINA	COMMERCIAL EXPENSE	422208	298.51
TST THE GRATEFUL MELT	COMMERCIAL EXPENSE	422208	62.67
TST KOKI PIZZA	COMMERCIAL EXPENSE	422208	65.91
CULVERS EDGERTON	COMMERCIAL EXPENSE	422208	4.21
CULVERS EDGERTON	COMMERCIAL EXPENSE	422208	81.56
CULVERS EDGERTON	COMMERCIAL EXPENSE	422208	251.74
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	58.91
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	4.20
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	3.20
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	99.28
KALAHARI RESTAURANT -	COMMERCIAL EXPENSE	422208	64.05
SPOTIFY USA	COMMERCIAL EXPENSE	422209	15.99
CHICK-FIL-A #02999	COMMERCIAL EXPENSE	422209	61.63
DUNKIN	COMMERCIAL EXPENSE	422209	13.31
ME-HOFFMAN EST-MICROS	COMMERCIAL EXPENSE	422209	153.64
PERFECT BREW SUPPLY	COMMERCIAL EXPENSE	422209	225.00
BIBIBOP ASIAN GRILL OO	COMMERCIAL EXPENSE	422209	78.10

**Warrant
Summary
As of September 30, 2022**

DUNKIN	COMMERCIAL EXPENSE	422209	50.00
DUNKIN	COMMERCIAL EXPENSE	422209	102.24
ME-HOFFMAN EST-RESERVE	COMMERCIAL EXPENSE	422209	100.00
MCALISTERS TILSTER#102	COMMERCIAL EXPENSE	422209	12.62
MCALISTERS TILSTER#102	COMMERCIAL EXPENSE	422209	49.06
DUNKIN	COMMERCIAL EXPENSE	422209	8.79
ME-HOFFMAN EST-RESERVE	COMMERCIAL EXPENSE	422209	334.81
ME-HOFFMAN EST-RESERVE	COMMERCIAL EXPENSE	422209	154.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	200.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	200.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	-200.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	-199.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	200.00
PERFECT BREW SUPPLY	COMMERCIAL EXPENSE	422209	225.00
PERFECT BREW SUPPLY	COMMERCIAL EXPENSE	422209	225.00
PERFECT BREW SUPPLY	COMMERCIAL EXPENSE	422209	225.00
PERFECT BREW SUPPLY	COMMERCIAL EXPENSE	422209	225.00
FH GOAT YOGA CHICAGO	COMMERCIAL EXPENSE	422209	200.00
SOCK MONKEY MUSEUM LLC	COMMERCIAL EXPENSE	422209	30.00
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	422209	32.08
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	422209	156.00
VILLAGE OF BENSENVILLE	COMMERCIAL EXPENSE	422209	260.00
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	422209	169.00
SP ALL SEASONS ORCHA	COMMERCIAL EXPENSE	422209	22.98
ME-HOFFMAN EST-MICROS	COMMERCIAL EXPENSE	422209	20.15
CHICAGO BOTANIC GARDEN	COMMERCIAL EXPENSE	422209	152.55
CHICAGO BOTANIC GARDEN	COMMERCIAL EXPENSE	422209	65.00
MCDONALD'S F23208	COMMERCIAL EXPENSE	422209	95.53
MORTON ARBORETUM	COMMERCIAL EXPENSE	422209	750.00
WALGREENS #3774	COMMERCIAL EXPENSE	422211	500.00
PAPA JOHN'S #3141	COMMERCIAL EXPENSE	422211	393.99
DRURY INN	COMMERCIAL EXPENSE	422211	3032.40
PORTILLO SPRINGF. OLO#	COMMERCIAL EXPENSE	422211	374.29
PORTILLO SPRINGFIELD #	COMMERCIAL EXPENSE	422211	15.36
CHARTER EMPIRE	COMMERCIAL EXPENSE	422211	2711.70
CHARTER EMPIRE	COMMERCIAL EXPENSE	422211	2173.50
ULTIMATESCREENPRINTING	COMMERCIAL EXPENSE	422211	292.50
ULTIMATESCREENPRINTING	COMMERCIAL EXPENSE	422211	396.00
AMAZON	PROGRAM DEVELOPMENT	422305	99.64
AMAZON	PROGRAM DEVELOPMENT	422305	-14.39
DOLLAR TREE	PROGRAM SUPPLIES	422401	5.00
DOMINO'S 2975	PROGRAM SUPPLIES	422401	44.21
DOMINO'S 2975	PROGRAM SUPPLIES	422401	11.97
MORETTI'S	PROGRAM SUPPLIES	422401	81.29
FIVE BELOW 711	PROGRAM SUPPLIES	422401	35.00
JEWEL	PROGRAM SUPPLIES	422401	51.16
AMAZON	PROGRAM SUPPLIES	422401	48.26
TARGET 00008805	PROGRAM SUPPLIES	422401	19.00
DOLLAR TREE	PROGRAM SUPPLIES	422401	3.75
DOLLAR TREE	PROGRAM SUPPLIES	422401	45.05
WALMART	PROGRAM SUPPLIES	422401	122.79
LITTLE CAESARS 1764-00	PROGRAM SUPPLIES	422401	53.48

Warrant Summary As of September 30, 2022

JEWEL	PROGRAM SUPPLIES	422401	41.43
DOLLAR TREE	PROGRAM SUPPLIES	422401	18.75
JEWEL	PROGRAM SUPPLIES	422401	23.98
SQ TROOP 33 - BSA (DE	PROGRAM SUPPLIES	422404	6.00
SQ MIDWEST CITRUS SMA	PROGRAM SUPPLIES	422404	15.40
SQ SUZIE'S FUN FOODS	PROGRAM SUPPLIES	422404	13.23
SQ SUZIE'S FUN FOODS	PROGRAM SUPPLIES	422404	9.92
MEIJER # 228	PROGRAM SUPPLIES	422406	44.91
MR ACE	PROGRAM SUPPLIES	422406	32.96
AMAZON	PROGRAM SUPPLIES	422406	11.98
AMAZON		422406	26.99
AMAZON	PROGRAM SUPPLIES	422406	16.78
WM SUPERCENTER #1681	PROGRAM SUPPLIES	422406	28.58
JEWEL	PROGRAM SUPPLIES	422406	15.07
ANGELO CAPUTO'S FRES	PROGRAM SUPPLIES	422406	37.46
ANGELO CAPUTO'S FRES	PROGRAM SUPPLIES	422406	25.14
JEWEL	PROGRAM SUPPLIES	422406	8.79
JEWEL	PROGRAM SUPPLIES	422406	41.33
JEWEL	PROGRAM SUPPLIES	422406	73.07
JEWEL	PROGRAM SUPPLIES	422406	81.59
WM SUPERCENTER #5060	PROGRAM SUPPLIES	422406	62.14
HOBBY-LOBBY #0177	PROGRAM SUPPLIES	422406	-56.39
JEWEL	PROGRAM SUPPLIES	422406	63.00
JEWEL	PROGRAM SUPPLIES	422406	13.72
JEWEL	PROGRAM SUPPLIES	422406	30.67
JEWEL	PROGRAM SUPPLIES	422406	42.24
GOOGLE GOOGLE STORAGE	PROGRAM SUPPLIES	422406	1.99
STARBUCKS STORE 02470	PROGRAM SUPPLIES	422406	18.37
JEWEL	PROGRAM SUPPLIES	422406	4.74
AMAZON	PROGRAM SUPPLIES	422406	118.30
AMAZON	PROGRAM SUPPLIES	422406	102.69
WALGREENS #6885	PROGRAM SUPPLIES	422408	31.63
CANDY KITCHEN/KERNEL P	PROGRAM SUPPLIES	422408	5.34
AMAZON	PROGRAM SUPPLIES	422409	36.47
JEWEL	PROGRAM SUPPLIES	422409	63.71
AMAZON	PROGRAM SUPPLIES	422409	35.39
DD DOORDASH PHOTOSHOT	PROGRAM SUPPLIES	422409	140.77
JEWEL	PROGRAM SUPPLIES	422409	25.98
AMAZON	PROGRAM SUPPLIES	422409	47.34
AMAZON	PROGRAM SUPPLIES	422409	19.98
JEWEL	PROGRAM SUPPLIES	422409	53.47
JEWEL	PROGRAM SUPPLIES	422409	37.48
ETSY.COM - MULTIPLE SH	PROGRAM SUPPLIES	422409	6.31
WWW.REDBUBBLE.COM	PROGRAM SUPPLIES	422409	89.31
NETFLIX.COM	PROGRAM SUPPLIES	422409	19.99
AMAZON	PROGRAM SUPPLIES	422409	14.99
AMAZON	PROGRAM SUPPLIES	422409	16.98
AMAZON	PROGRAM SUPPLIES	422409	39.86
GFS STORE #1913	PROGRAM SUPPLIES	422409	76.93
WALMART	PROGRAM SUPPLIES	422409	15.37
AMAZON	PROGRAM SUPPLIES	422409	29.97
AMAZON	PROGRAM SUPPLIES	422409	9.99

**Warrant
Summary
As of September 30, 2022**

AMAZON	PROGRAM SUPPLIES	422409	47.98
AMAZON	PROGRAM SUPPLIES	422409	10.95
AMAZON	PROGRAM SUPPLIES	422409	21.99
JEWEL	PROGRAM SUPPLIES	422409	39.82
JEWEL	PROGRAM SUPPLIES	422409	50.96
MCALISTERS #102678	PROGRAM SUPPLIES	422409	56.96
WM SUPERCENTER #1735	PROGRAM SUPPLIES	422409	38.37
JEWEL	PROGRAM SUPPLIES	422409	34.47
WM SUPERCENTER #1735	PROGRAM SUPPLIES	422409	63.75
MITSUWA MRKTPLACE CHI	PROGRAM SUPPLIES	422409	23.77
JEWEL	PROGRAM SUPPLIES	422409	24.45
WALMART	PROGRAM SUPPLIES	422409	33.42
WM SUPERCENTER #1420	PROGRAM SUPPLIES	422409	45.69
JEWEL	PROGRAM SUPPLIES	422409	24.50
JEWEL	PROGRAM SUPPLIES	422409	27.05
WALMART	PROGRAM SUPPLIES	422409	50.20
WM SUPERCENTER #1420	PROGRAM SUPPLIES	422409	10.39
JEWEL	PROGRAM SUPPLIES	422409	25.54
JEWEL	PROGRAM SUPPLIES	422409	37.18
JEWEL	PROGRAM SUPPLIES	422409	52.43
CRUMBL	PROGRAM SUPPLIES	422409	49.37
JEWEL	PROGRAM SUPPLIES	422409	18.73
JEWEL	PROGRAM SUPPLIES	422409	23.87
DUNKIN	PROGRAM SUPPLIES	422409	29.98
JEWEL	PROGRAM SUPPLIES	422409	26.43
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	422409	39.96
SP ALL SEASONS ORCHA	PROGRAM SUPPLIES	422409	221.00
JEWEL	PROGRAM SUPPLIES	422409	16.56
JEWEL	PROGRAM SUPPLIES	422409	17.35
JEWEL	PROGRAM SUPPLIES	422409	61.12
JEWEL	PROGRAM SUPPLIES	422409	58.93
JEWEL	PROGRAM SUPPLIES	422409	16.97
JEWEL	PROGRAM SUPPLIES	422409	28.22
JEWEL	PROGRAM SUPPLIES	422409	38.18
JEWEL	PROGRAM SUPPLIES	422409	48.65
JEWEL	PROGRAM SUPPLIES	422409	31.63
GOODWILL RETAIL #091	PROGRAM SUPPLIES	422409	30.89
JEWEL	PROGRAM SUPPLIES	422409	60.65
DEERFIELDS BAKERY - BU	PROGRAM SUPPLIES	422409	20.89
JEWEL	PROGRAM SUPPLIES	422409	48.21
TARGET 00013854	PROGRAM SUPPLIES	422409	100.65
JEWEL	PROGRAM SUPPLIES	422409	29.69
JEWEL	PROGRAM SUPPLIES	422409	44.85
AMAZON	PROGRAM SUPPLIES	422409	4.99
AMAZON	PROGRAM SUPPLIES	422409	52.47
AMAZON	PROGRAM SUPPLIES	422409	15.94
AMAZON	PROGRAM SUPPLIES	422409	69.69
AMAZON	PROGRAM SUPPLIES	422409	17.69
AMAZON	PROGRAM SUPPLIES	422409	59.94
JEWEL	PROGRAM SUPPLIES	422409	35.92
JEWEL	PROGRAM SUPPLIES	422409	30.74
AMAZON	PROGRAM SUPPLIES	422409	45.96

**Warrant
Summary
As of September 30, 2022**

AMAZON	PROGRAM SUPPLIES	422409	33.72
JEWEL	PROGRAM SUPPLIES	422409	36.43
AMAZON	PROGRAM SUPPLIES	422409	9.99
GFS STORE #1913	PROGRAM SUPPLIES	422411	105.89
DUNKIN	PROGRAM SUPPLIES	422411	13.53
JEWEL	PROGRAM SUPPLIES	422411	17.46
JEWEL	PROGRAM SUPPLIES	422411	37.76
AMAZON	PROGRAM SUPPLIES	422411	22.98
MORETTI'S SCHAUMBURG	PROGRAM SUPPLIES	422412	115.06
AMAZON	PROGRAM SUPPLIES	422418	24.07
AMAZON	PROGRAM SUPPLIES	422422	80.96
ARLINGTON LAKES GOLF C	PROGRAM SUPPLIES	422422	9.00
ARLINGTON LAKES GOLF C	PROGRAM SUPPLIES	422422	3.00
GIFTROCKET.COM V	PROGRAM SUPPLIES	422422	12.50
FIVE BELOW 729	PROGRAM SUPPLIES	422422	35.64
DOLLAR TREE	PROGRAM SUPPLIES	422422	16.25
STARBUCKS STORE 08609	PROGRAM SUPPLIES	422422	5.00
IZUCAR BAKERY	PROGRAM SUPPLIES	422422	55.86
BIG LOTS STORES - #155	PROGRAM SUPPLIES	422423	20.00
MARCHANTS.COM	PROGRAM SUPPLIES	422423	50.45
JEWEL	PROGRAM SUPPLIES	422423	60.93
AMAZON	PROGRAM SUPPLIES	422423	9.99
MICHAELS STORES 4817	PROGRAM SUPPLIES	422423	41.87
DOLLAR TREE	PROGRAM SUPPLIES	422423	15.00
DOLLAR TREE	PROGRAM SUPPLIES	422423	37.50
AMAZON	PROGRAM SUPPLIES	422423	439.92
AMAZON	PROGRAM SUPPLIES	422423	43.98
JEWEL	PROGRAM SUPPLIES	422423	14.25
CASEYS #6524	TRANSPORTATION GAS/TOLLS	422801	46.64
ACCURATE OFFICE SUPPLY	PRINTING	422904	82.25
KONICA MINOLTA USA	PRINTING	422906	931.07
VISTAPRINT	PRINTING	422908	37.49
JEWEL	PUBLIC AWARENESS/SUBSCRI	423101	10.99
WALMART	PUBLIC AWARENESS/SUBSCRI	423101	17.93
GIFTOGRAM	PUBLIC AWARENESS/SUBSCRI	423101	50.00
WALGREENS #3512	PUBLIC AWARENESS/SUBSCRI	423101	33.29
WALGREENS #5832	PUBLIC AWARENESS/SUBSCRI	423101	96.56
AMAZON	PUBLIC AWARENESS/SUBSCRI	423101	23.32
WALGREENS #2213	PUBLIC AWARENESS/SUBSCRI	423101	32.80
SRU FOUNDATION INC	PUBLIC AWARENESS/SUBSCRI	423101	50.00
AGWAY GROVE CITY	PUBLIC AWARENESS/SUBSCRI	423101	50.50
FACEBK J3ZZLG7PY2	PUBLIC AWARENESS/SUBSCRI	423104	7.99
SNAGAJOB	PUBLIC AWARENESS/SUBSCRI	423110	89.00
WILLOW CREEK	PUBLIC AWARENESS/SUBSCRI	423110	75.00
AMAZON	PUBLIC AWARENESS/SUBSCRI	423110	18.99
AMAZON	PUBLIC AWARENESS/SUBSCRI	423110	29.99
AMAZON	PUBLIC AWARENESS/SUBSCRI	423110	173.46
ETSY.COM - MIRAGIFTSWO	PUBLIC AWARENESS/SUBSCRI	423110	25.25
YOURMEMBER-CAREERS	PUBLIC AWARENESS/SUBSCRI	423110	299.00
ILIPRA.ORG	PUBLIC AWARENESS/SUBSCRI	423110	305.00
INDEED	PUBLIC AWARENESS/SUBSCRI	423110	120.00
4IMPRINT, INC	PUBLIC AWARENESS/SUBSCRI	423110	952.76

**Warrant
Summary
As of September 30, 2022**

AMAZON		PUBLIC AWARENESS/SUBSCRI	423111	59.99
AMAZON		PUBLIC AWARENESS/SUBSCRI	423111	99.94
AMAZON		PUBLIC AWARENESS/SUBSCRI	423111	27.54
AMAZON		PUBLIC AWARENESS/SUBSCRI	423111	99.96
JEWEL		PUBLIC AWARENESS/SUBSCRI	423111	33.82
DOLLAR TREE		PUBLIC AWARENESS/SUBSCRI	423111	6.88
IPRF		PUBLIC AWARENESS/SUBSCRI	423111	225.00
CLEARBROOK		PUBLIC AWARENESS/SUBSCRI	423111	388.60
UPWORK -514668454REF		INDEPENDENT CONTRACTORS	424403	105.00
UPWORK -510579553REF		INDEPENDENT CONTRACTORS	424403	154.00
IN DYNAMIC LYNKS, INC		INDEPENDENT CONTRACTORS	424405	555.00
JP MARTIAL ARTS		INDEPENDENT CONTRACTORS	424405	70.00
TARGET	00007534	INCLUSION	450001	20.45
TARGET	00007534	INCLUSION	450001	15.07
AMAZON		INCLUSION	450001	3.51
AMAZON		INCLUSION	450001	9.16
TARGET	00007534	INCLUSION	450002	20.53
TARGET	00007534	INCLUSION	450002	15.07
AMAZON		INCLUSION	450002	3.59
AMAZON		INCLUSION	450002	9.16
TARGET	00007534	INCLUSION	450003	20.53
TARGET	00007534	INCLUSION	450003	15.07
AMAZON		INCLUSION	450003	3.59
AMAZON		INCLUSION	450003	9.16
AMAZON		INCLUSION	450003	19.99
AMAZON		INCLUSION	450003	38.27
AMAZON		INCLUSION	450003	30.93
TARGET	00007534	INCLUSION	450004	20.53
TARGET	00007534	INCLUSION	450004	15.07
AMAZON		INCLUSION	450004	3.59
AMAZON		INCLUSION	450004	9.16
AMAZON		INCLUSION	450004	47.95
TARGET	00007534	INCLUSION	450005	20.53
TARGET	00007534	INCLUSION	450005	15.07
AMAZON		INCLUSION	450005	3.59
AMAZON		INCLUSION	450005	9.16
TARGET	00007534	INCLUSION	450006	20.53
TARGET	00007534	INCLUSION	450006	15.07
AMAZON		INCLUSION	450006	3.59
AMAZON		INCLUSION	450006	9.16
AMAZON		INCLUSION	450006	26.81
AMAZON		INCLUSION	450006	89.99
AMAZON		INCLUSION	450006	5.99
AMAZON		INCLUSION	450006	39.56
TARGET	00007534	INCLUSION	450007	20.53
TARGET	00007534	INCLUSION	450007	15.07
AMAZON		INCLUSION	450007	3.59
AMAZON		INCLUSION	450007	9.16
TARGET	00007534	INCLUSION	450008	20.53
TARGET	00007534	INCLUSION	450008	15.07
AMAZON		INCLUSION	450008	3.59
AMAZON		INCLUSION	450008	92.21

**Warrant
Summary
As of September 30, 2022**

AMAZON		INCLUSION	450008	9.16
TARGET	00007534	INCLUSION	450009	20.53
TARGET	00007534	INCLUSION	450009	15.07
AMAZON		INCLUSION	450009	3.59
AMAZON		INCLUSION	450009	11.94
AMAZON		INCLUSION	450009	58.90
AMAZON		INCLUSION	450009	22.98
AMAZON		INCLUSION	450009	51.84
AMAZON		INCLUSION	450009	21.28
AMAZON		INCLUSION	450009	9.16
TARGET	00007534	INCLUSION	450010	20.53
TARGET	00007534	INCLUSION	450010	15.07
AMAZON		INCLUSION	450010	3.59
AMAZON		INCLUSION	450010	14.79
AMAZON		INCLUSION	450010	9.16
TARGET	00007534	INCLUSION	450011	20.53
TARGET	00007534	INCLUSION	450011	15.07
AMAZON		INCLUSION	450011	3.59
AMAZON		INCLUSION	450011	9.16
TARGET	00007534	INCLUSION	450012	20.53
TARGET	00007534	INCLUSION	450012	15.07
AMAZON		INCLUSION	450012	3.59
AMAZON		INCLUSION	450012	9.16
CASHSTAR STARBUCKS GFT		INCLUSION	450012	5.00
TARGET	00007534	INCLUSION	450013	20.53
TARGET	00007534	INCLUSION	450013	15.07
AMAZON		INCLUSION	450013	3.59
AMAZON		INCLUSION	450013	9.16
AMAZON		INCLUSION	450014	41.97
TARGET	00007534	INCLUSION	450014	20.53
TARGET	00007534	INCLUSION	450014	15.07
AMAZON		INCLUSION	450014	3.59
AMAZON		INCLUSION	450014	9.16
TARGET	00007534	INCLUSION	450015	20.53
TARGET	00007534	INCLUSION	450015	15.07
AMAZON		INCLUSION	450015	3.59
AMAZON		INCLUSION	450015	9.16
TARGET	00007534	INCLUSION	450016	20.53
TARGET	00007534	INCLUSION	450016	15.07
AMAZON		INCLUSION	450016	3.59
AMAZON		INCLUSION	450016	9.16
TARGET	00007534	INCLUSION	450017	20.53
TARGET	00007534	INCLUSION	450017	15.10
AMAZON		INCLUSION	450017	3.59
AMAZON		INCLUSION	450017	9.99
AMAZON		INCLUSION	450017	18.99
AMAZON		INCLUSION	450017	99.33
AMAZON		INCLUSION	450017	9.18
BM SAKE SUSHI GRILL		INCLUSION	450021	90.28
WWW COSTCO COM		INCLUSION	450022	77.75
WWW COSTCO COM		INCLUSION	450022	39.99
EINSTEIN BROS BAGELS35		INCLUSION	450022	30.47

**Warrant
Summary
As of September 30, 2022**

AMAZON	INCLUSION	450022	25.60
EDIBLE ARRANGEMENTS	INCLUSION	450022	85.47
AMAZON	INCLUSION	450022	26.39
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Total PCard Transactions for period ending September 2022 (Fifth Third)		\$	67,925.45
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Warrant Summary As of September 30, 2022

Num	Name	Memo	Account	Original Amount
6355	Annabelle Carlino	Refund for Cancellation of 2495 Crafty Creators	10600 · Operating	-143.00
		Refund for Cancellation of 2495 Crafty Creators	320006 · General Programs Fees	143.00
				<u>143.00</u>
Total Warrant for Electronic Accounts Payable (BMO HARRIS)				
6356	Bill's Auto & Truck Repair	Invoice #115051, #115108, #115078	10600 · Operating	-7,462.42
		Vehicle Repairs and Maintenance	422702 · Repair / Maintenance	7,462.42
				<u>7,462.42</u>
6357	Lauterbach & Amen, LLP	Invoice #70200	10600 · Operating	-6,750.00
		August 22 Financial Services	421002 · Professional Fees	6,750.00
				<u>6,750.00</u>
6358	NCPERS Group Life Insurance	Invoice #5436092022	10600 · Operating	-16.00
		September 22 EE Premiums	421601 · Voluntary Benefits	16.00
				<u>16.00</u>
6359	PDRMA	Invoice #0822132H	10600 · Operating	-38,207.29
		August 22 Health Premiums	421603 · Employer Contributions	38,207.29
				<u>38,207.29</u>
6360	Physicians Immediate Care - Chica	Statement #4282113	10600 · Operating	-226.00
		Drug Test & Physical Charges	441002 · Drug Tests / Physicals	226.00
				<u>226.00</u>
6361	Robbins Schwartz		10600 · Operating	-3,577.45
		Invoice #929010, 929011, 929012, 929013, 929014, 929015	421003 · Legal Fees	2,104.95
		August 22 Legal Fees	421003 · Legal Fees	1,472.50
				<u>3,577.45</u>
6362	Salt Creek Park District	Invoice #KS091222	10600 · Operating	-44.00
		Payment to Salt Creek Park District that was given to NWSRA	422404 · Special Events	44.00
				<u>44.00</u>
6373	Cassandra Mackenzie	Refund for Program #631, 632, 635, 6110	10600 · Operating	-81.00
		Refund for Program #631, 632, 635, 6110	320004 · Special Events Fees	18.00
		Refund for Program #631, 632, 635, 6110	320001 · Club Fees	63.00
				<u>81.00</u>
6374	Catherine Norlin	Refund for Programs #632, 635, 6110	10600 · Operating	-53.00
		Refund for Programs #632, 635, 6110	320004 · Special Events Fees	18.00

Warrant Summary As of September 30, 2022

	Refund for Programs #632, 635, 6110	320001 · Club Fees	35.00
			<u>53.00</u>
6375 Eric Brandt	2022 Sports Banquet	10600 · Operating	-150.00
	2022 Sports Banquet	422211 · Athletics	150.00
			<u>150.00</u>
6376 Official Finders, LLC	Invoice #11064, 11069	10600 · Operating	-250.00
	Co-Rec Volleyball	424407 · Athletics	250.00
			<u>250.00</u>
6377 Omar Hussein	Refund for Horseback Riding	10600 · Operating	-225.00
	Refund for Horseback Riding	320006 · General Programs Fees	225.00
			<u>225.00</u>
6378 TPM Graphics, Inc.		10600 · Operating	-4,907.00
	Volgelei Open House Invites	422909 · Miscellaneous	180.00
	Printing of Fall Brochure	422907 · Seasonal Brochure	4,727.00
			<u>4,907.00</u>
6379 All Ways Catering & Deli	Invoice #9305	10600 · Operating	-865.00
	Food for Sports Banquet	422211 · Athletics	865.00
			<u>865.00</u>
6380 Angela Picchi	Refund for Programs 548 and 549	10600 · Operating	-46.00
	Refund for Program 548	320001 · Club Fees	24.00
	Refund for Program #549	320001 · Club Fees	22.00
			<u>46.00</u>
6381 Bill's Auto & Truck Repair	Invoice #115179, 115265, 115230, 115238	10600 · Operating	-1,706.49
	Vehicle Maintenance and Repairs	422702 · Repair / Maintenance	1,706.49
			<u>1,706.49</u>
6382 Swetha Telidevara	Refund for Program 6410	10600 · Operating	-25.00
	Refund for Program 6410	320004-Special Event Fees	25.00
			<u>25.00</u>
6483 TPM Graphics, Inc.	Invoice #92950	10600 · Operating	-18,893.42
	Postage for Hiring Postcards	423110 - Recruitment	18,893.42
			<u>18,893.42</u>
6384 CZ Enterprise	Invoice #742171	10600 · Operating	-3,455.00
	Office Maintenance and Repairs	421707 · Miscellaneous	3,455.00
			<u>3,455.00</u>

Warrant Summary As of September 30, 2022

3,455.00

6385 J & R Lock & Safe, Inc.	Invoice #0000450205	10600 · Operating	-175.00
	Security Door Handle Repair	421103 · Locksmith / Keys	175.00
			175.00
6386 Modern Office	Invoice #230274	10600 · Operating	-21,837.00
	Cubical Walls for Back Office Re-Vamp	460001 · Capital Expenses/Projects	21,837.00
			21,837.00
6387 Rolling Meadows Park District	Invoice #134May-Jul2022, 134Aug-Oct2022	10600 · Operating	-182.10
	Aerex Pest Service	421701 · Condo Maintenance	182.10
			182.10
6398 Best Quality Cleaning	Invoice #42958	10600 · Operating	-675.00
	One-Time Cleaning of Office Stairwells	421701 · Condo Maintenance	675.00
			675.00
Total for Warrant VB&T Business Checking Accounts Payable			\$ 109,952.17

**Warrant
Summary
As of October 31, 2022**

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

Total VB&T Electronic Accounts Payable	\$ 75,425.69
Electronic Accounts Payable (PCARDS-5th-3rd)	\$ 42,820.16
Total VB&T Business Checking Accounts Payable	\$ 333,194.37
	\$ 451,440.22

Payroll	10.07.22	\$ 112,949.39
	10.21.22	\$ 109,594.28

IMRF Payment	Oct-22	\$ 24,620.26
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Motion to approve Warrant 10.31.22	\$ 698,604.15
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**Warrant
Summary
As of October 31, 2022**

Vendor	Description	Amount
Excal Tech	Software/Hardware	\$ 17,037.50
Wex Bank		\$ 6,092.10
Aflac		\$ 600.64
Mission Square ICMA		\$ 2,270.00
Pitney Bowes		\$ 1,000.00
ComEd	September Electric	\$ 776.28
CostCo	Miscellaneous purchases	\$ 137.07
Wells Fargo	Konica Minolta - 2nd & 3rd Flr Copier	\$ 1,256.72
Lauterbach & Amen	Sept Financial Services	\$ 6,750.00
PDRMA	October Health Benefits	\$ 37,563.61
Hewlett Packard Fin Svcs	Lease Payment	\$ 1,941.77
Total Warrant for Electronic Accounts Payable		\$ 75,425.69

**Warrant
Summary
As of October 31, 2022**

Vendor	Expense Account Title	Account	Amount
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	-50.00
WALMART	PROGRAM SUPPLIES	422404	144.90
DOLLAR TREE	PROGRAM SUPPLIES	422404	24.75
JEWEL	PROGRAM SUPPLIES	422406	15.16
DOLLAR TREE	PROGRAM SUPPLIES	422406	15.13
CRUMBL SCHAUMBURG	CONFERENCE/EDUCATION	421406	27.28
WALMART	PROGRAM SUPPLIES	422406	63.78
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
DOLLAR TREE	PROGRAM SUPPLIES	422404	1.25
TARGET 00008805	PROGRAM SUPPLIES	422401	33.27
TARGET 00021220	PROGRAM SUPPLIES	422401	26.99
GOEBBERTS FARM	COMMERCIAL EXPENSE	422204	12.27
GOEBBERTS FARM	COMMERCIAL EXPENSE	422204	71.09
MOUNTAIN VIEW ADVENTUR	COMMERCIAL EXPENSE	422206	70.00
IHOP #3550 ONLINE	COMMERCIAL EXPENSE	422206	114.42
AMAZON	PROGRAM SUPPLIES	422422	-20.97
AMAZON	PROGRAM SUPPLIES	422404	7.98
AMAZON	PROGRAM SUPPLIES	422404	11.97
AMAZON	PROGRAM SUPPLIES	422422	20.97
AMAZON	PROGRAM SUPPLIES	422412	19.58
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
GIFTOGRAM	S/ADS	423101	100.00
AMAZON	PROGRAM SUPPLIES	422404	143.56
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
AMAZON	S/ADS	423105	41.48
AMAZON	PROGRAM SUPPLIES	422412	48.42
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
AMAZON	S/ADS	423105	54.94
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
4IMPRINT, INC	S/ADS	423111	2388.32
STARBUCKS STORE 14335	CONFERENCE/EDUCATION	421406	13.91
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
JEWEL	S/ADS	423111	143.13
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
AMAZON	S/ADS	423111	183.63
SPOTIFY USA	COMMERCIAL EXPENSE	422209	15.99
STARBUCKS STORE 14335	CONFERENCE/EDUCATION	421406	4.63
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
AMAZON	S/ADS	423111	32.94
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
JEWEL	S/ADS	423111	95.99
DUNKIN	CONFERENCE/EDUCATION	421407	47.11

**Warrant
Summary
As of October 31, 2022**

	PUBLIC		
	AWARENESS/SUBSCRIPTION		
TRADER JOE'S #705 QPS	S/ADS	423111	16.34
WALKER BROS. ORIGINAL	CONFERENCE/EDUCATION	421405	53.05
CLEARBROOK	CONFERENCE/EDUCATION	421406	50.00
AMAZON	OFFICE SUPPLIES	421105	21.98
TARGET.COM	PROGRAM SUPPLIES	422406	25.00
JIMMY JOHNS 1065	COMMERCIAL EXPENSE	422209	1.89
JIMMY JOHNS 1065	COMMERCIAL EXPENSE	422209	19.25
TARGET.COM	PROGRAM FEES	320006	25.00
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
MICHAELS STORES 1338	S/ADS	423111	124.34
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
DD DOORDASH BASKIN-RO	S/ADS	423107	14.18
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
DD DOORDASH WIENERTAK	S/ADS	423107	32.73
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
DD DOORDASH NOODLESCO	S/ADS	423107	48.67
PARK DISTRICT RISK MAN	CONFERENCE/EDUCATION	421407	25.00
AMAZON	INCLUSION	450003	29.48
AMAZON	INCLUSION	450003	10.99
SUNY CORTLAND E COMMER	CONFERENCE/EDUCATION	421407	49.95
JIMMY JOHNS 1065	INCLUSION	450022	41.52
JIMMY JOHNS 1065	INCLUSION	450022	8.12
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
AMAZON	INCLUSION	450009	25.99
	MEMBERSHIPS/CERTIFICATIO		
FSP NCTRC	NS	421504	80.00
DUNKIN	PROGRAM SUPPLIES	422422	15.00
JEWEL	PROGRAM SUPPLIES	422422	83.86
COSLEY ZOO ADMISSIONS	COMMERCIAL EXPENSE	422206	88.00
WM SUPERCENTER #1897	COMMERCIAL EXPENSE	422206	49.50
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	76.00
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	80.00
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	74.00
STREAMWOOD BOWL	COMMERCIAL EXPENSE	422206	121.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	94.50
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	54.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	162.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	189.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	422206	173.50
TARGET 00011767	COMMERCIAL EXPENSE	422206	87.23
MORKES CHOCOLATES	COMMERCIAL EXPENSE	422206	22.00
SQ SELFIE WRLD SCHAUM	COMMERCIAL EXPENSE	422206	60.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422206	189.00

**Warrant
Summary
As of October 31, 2022**

DOLLAR TREE	PROGRAM SUPPLIES	422406	7.50
ANGELO CAPUTO'S FRES	PROGRAM SUPPLIES	422406	46.24
PORTILLOS HOT DOGS #9	COMMERCIAL EXPENSE	422206	15.66
PORTILLOS HOT DOGS #9	COMMERCIAL EXPENSE	422206	119.84
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	17.41
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	17.41
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	24.89
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	422201	152.00
WM SUPERCENTER #5442	PROGRAM SUPPLIES	422406	59.53
JEWEL	PROGRAM SUPPLIES	422406	26.62
FSP NICKEL CITY	COMMERCIAL EXPENSE	422206	10.00
FSP NICKEL CITY	PROGRAM SUPPLIES	422406	7.00
DOLLAR TREE	PROGRAM SUPPLIES	422401	11.25
WALMART	PROGRAM SUPPLIES	422401	52.52
AMAZON	COMPUTERS	421906	8.99
HTC CORP	COMPUTERS	421905	12.99
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	185.43
AMAZON	COMPUTERS	421906	127.91
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	329.70
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
VZWRLSS APOCC VISB	TELEPHONE/FAX	421301	816.89
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	258.33
UPS 1Z96Y9TE0300004619	COMPUTERS	421906	48.16
KONICA MINOLTA USA	PRINTING	422906	786.25
APPLE.COM/BILL	COMPUTERS	421905	0.99
AMAZON	COMPUTERS	421906	189.99
AMAZON	COMPUTERS	421906	189.99
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	261.72
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
COMCAST CHICAGO	MAINTENANCE/UTILITIES	421706	184.90
	CREDIT CARD AND BANK		
AUTHORIZE.NET	FEES	421152	25.55
CONVERGED DIGITAL NETW	TELEPHONE/FAX	421305	135.00
FIRST COMMUNICATIONS L	TELEPHONE/FAX	421304	651.24
AMAZON	COMPUTERS	421906	949.95
AMAZON	COMPUTERS	421906	46.70
THE UPS STORE 769	POSTAGE	421204	19.63
	INDEPENDENT		
UPWORK -524760245REF	CONTRACTORS	424403	91.00
AMAZON	PROGRAM SUPPLIES	422404	34.99
UBER EATS	CONFERENCE/EDUCATION	421406	47.78
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
INDEED	S/ADS	423110	510.00
FSP NORTHWEST HUMAN RE	CONFERENCE/EDUCATION	421406	21.50
STARBUCKS 800-782-7282	CONFERENCE/EDUCATION	421401	25.00
	INDEPENDENT		
UPWORK -522751485REF	CONTRACTORS	424403	112.00
AMAZON	PROGRAM SUPPLIES	422422	53.96
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	421402	426.00

**Warrant
Summary
As of October 31, 2022**

	PUBLIC		
	AWARENESS/SUBSCRIPTION		
VOLUNTRMATCH PREMIUM	S/ADS	423110	99.00
	INDEPENDENT		
UPWORK -520772962REF	CONTRACTORS	424403	119.00
AMAZON	OFFICE SUPPLIES	421105	25.33
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
INDEED	S/ADS	423110	120.00
UBER TRIP	CONFERENCE/EDUCATION	421401	22.66
	INDEPENDENT		
UPWORK -518762747REF	CONTRACTORS	424403	63.00
NICOR GAS	MAINTENANCE/UTILITIES	421703	50.05
NICOR GAS	MAINTENANCE/UTILITIES	421703	50.05
IPRA	CONFERENCE/EDUCATION	421402	90.00
TRUDOOR LLC	CAPITAL EXPENSES	460001	863.56
AMAZON	PROGRAM SUPPLIES	422411	175.15
INTUIT QUICKBOOKS	COMPUTERS	421905	1556.46
RIGHT NETWORKS	COMPUTERS	421905	75.80
STARBUCKS 800-782-7282	CONFERENCE/EDUCATION	421401	25.00
RIO S RESTAURANT	PROGRAM SUPPLIES	422422	212.47
AMAZON	OFFICE SUPPLIES	421105	9.99
AMAZON	PROGRAM DEVELOPMENT	422305	54.99
AMAZON	PROFESSIONAL FEES	421004	12.99
WWW.MAKESHIFT.CA	COMPUTERS	421905	586.16
	INDEPENDENT		
UPWORK -516715110REF	CONTRACTORS	424403	133.00
NAME BADGES INT'L	OFFICE SUPPLIES	421104	32.91
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	160.00
JEWEL	PROGRAM SUPPLIES	422406	24.26
PARTY CITY 196	PROGRAM SUPPLIES	422404	10.00
ALDI 40077	PROGRAM SUPPLIES	422406	6.06
TICKETLEAP 2022 GOEBBE	COMMERCIAL EXPENSE	422204	231.60
DUNKIN	PROGRAM SUPPLIES	422406	15.67
VISTAPRINT	PRINTING	422908	53.99
MARIANOS #501	PROGRAM SUPPLIES	422406	27.46
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	535.50
MARIANOS #501	PROGRAM SUPPLIES	422406	64.19
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	493.50
SIX FLAGS GREAT AMERIC	PROGRAM SUPPLIES	422404	14.15
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	35.00
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	35.00
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	556.50
802 BOWLERO 8003425263	COMMERCIAL EXPENSE	422206	441.00
MENARDS HANOVER PARK I	PROGRAM SUPPLIES	422406	108.76
MENARDS HANOVER PARK I	PROGRAM SUPPLIES	422406	170.50
CASHSTAR STARBUCKS GFT	INCLUSION	450004	5.00
IPRA	CONFERENCE/EDUCATION	421402	60.00
MEKATOS COLOMBIAN BAKE	PROGRAM SUPPLIES	422422	132.30
IPRA	CONFERENCE/EDUCATION	421402	40.00
FLEETIO.COM	COMPUTERS	421905	136.80
AMAZON	PROGRAM SUPPLIES	422414	158.98

**Warrant
Summary
As of October 31, 2022**

	TRANSPORTATION		
ILDOT	GAS/TOLLS	422802	1719.05
AMAZON	PROGRAM SUPPLIES	422414	123.33
AMAZON	PROGRAM SUPPLIES	422414	72.50
AMAZON	PROGRAM SUPPLIES	422414	15.47
AMAZON	PROGRAM SUPPLIES	422414	87.97
AMAZON	PROGRAM SUPPLIES	422414	44.90
DOLLAR TREE	PROGRAM SUPPLIES	422406	46.00
DOLLAR TREE	PROGRAM SUPPLIES	422401	20.00
TARGET 00008805	PROGRAM SUPPLIES	422401	92.43
DOLLAR TREE	PROGRAM SUPPLIES	422401	13.75
DOLLAR TREE	PROGRAM SUPPLIES	422401	20.00
JEWEL	PROGRAM SUPPLIES	422406	36.84
DOLLAR TREE	PROGRAM SUPPLIES	422406	5.00
COMET	PROGRAM SUPPLIES	422401	7.39
COMET	PROGRAM SUPPLIES	422401	112.06
AMAZON	PROGRAM SUPPLIES	422409	56.48
TEACHERSPAYTEACHERS.CO	PROGRAM SUPPLIES	422409	3.00
DOLLAR TREE	PROGRAM SUPPLIES	422409	17.88
HOBBY-LOBBY #0177	PROGRAM SUPPLIES	422409	22.94
WALMART	CONFERENCE/EDUCATION	421406	145.24
GREAT AMERICAN BAGEL E	CONFERENCE/EDUCATION	421406	42.13
WALMART	CONFERENCE/EDUCATION	421406	35.90
JEWEL	CONFERENCE/EDUCATION	421406	23.48
PP INSTACART	CONFERENCE/EDUCATION	421406	47.82
AMAZON	PROGRAM SUPPLIES	422409	59.09
ILLINOIS ASSOC OF PARK	CONFERENCE/EDUCATION	421404	663.00
AMAZON	PROGRAM SUPPLIES	422409	9.22
SAMSClub.COM	PROGRAM SUPPLIES	422405	117.98
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
SP PROFLOWERS.COM	S/ADS	423101	85.85
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
AWARD COMPANY OF AMERI	S/ADS	423101	308.19
DOORDASH DASHPASS	OFFICE SUPPLIES	421105	9.99
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
SP PROFLOWERS.COM	S/ADS	423101	101.07
ULTIMATESCREENPRINTING	PROGRAM SUPPLIES	422423	4418.00
NORTHERN SUBURBAN SPEC	COMMERCIAL EXPENSE	422211	80.00
SEASPAR	COMMERCIAL EXPENSE	422211	80.00
SEASPAR	COMMERCIAL EXPENSE	422211	80.00
AMAZON	PROGRAM SUPPLIES	422411	32.35
MORETTI'S	PROGRAM SUPPLIES	422401	144.98
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
SUBWAY 23961	INCLUSION	450022	30.88
SUNY CORTLAND E COMMER	CONFERENCE/EDUCATION	421407	49.95
AMAZON	INCLUSION	450022	14.98
IPRA	CONFERENCE/EDUCATION	421402	30.00
AMAZON	INCLUSION	450012	9.99
DOLLAR TREE	PROGRAM SUPPLIES	422404	27.50

Warrant Summary As of October 31, 2022

WALMART	PROGRAM SUPPLIES	422409	21.93
JEWEL	PROGRAM SUPPLIES	422409	64.42
AMAZON	PROGRAM SUPPLIES	422409	58.62
JEWEL	PROGRAM SUPPLIES	422409	35.94
WALMART	PROGRAM SUPPLIES	422409	82.40
WALMART	PROGRAM SUPPLIES	422409	104.88
JEWEL	PROGRAM SUPPLIES	422409	15.57
ALDI 40077	PROGRAM SUPPLIES	422409	39.18
AMAZON	PROGRAM SUPPLIES	422409	52.97
AMAZON	PROGRAM SUPPLIES	422421	88.56
AMAZON	RENTAL MUNICIPAL	422109	574.00
AMAZON	RENTAL MUNICIPAL	422109	202.85
AMAZON	RENTAL MUNICIPAL	422109	7.89
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	-50.00
AMAZON	RENTAL MUNICIPAL	422109	23.94
WM SUPERCENTER #1897	PROGRAM SUPPLIES	422409	28.50
TARGET 00018010	PROGRAM SUPPLIES	422409	29.16
WM SUPERCENTER #5060	PROGRAM SUPPLIES	422409	18.36
MEIJER # 206	RENTAL MUNICIPAL	422109	28.17
AMAZON	PROGRAM SUPPLIES	422409	5.69
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
STARBUCKS 800-782-7282	COMMERCIAL EXPENSE	422209	25.00
NETFLIX.COM	PROGRAM SUPPLIES	422409	19.99
AMAZON	PROGRAM SUPPLIES	422409	105.01
THE MORTON ARBORETUM	COMMERCIAL EXPENSE	422209	-750.00
WM SUPERCENTER #5060	PROGRAM SUPPLIES	422406	103.36
MENARDS HANOVER PARK I	PROGRAM SUPPLIES	422406	19.31
WALMART	PROGRAM SUPPLIES	422406	133.06
JEWEL	PROGRAM SUPPLIES	422406	18.68
WALMART	PROGRAM SUPPLIES	422406	24.60
MARIANOS #501	PROGRAM SUPPLIES	422406	62.78
JEWEL	PROGRAM SUPPLIES	422406	26.86
JEWEL	PROGRAM SUPPLIES	422406	7.49
JEWEL	PROGRAM SUPPLIES	422401	2.50
DOLLAR TREE	PROGRAM SUPPLIES	422406	3.75
DOLLAR TREE	PROGRAM SUPPLIES	422401	3.75
JEWEL	PROGRAM SUPPLIES	422406	21.98
AMAZON	PROGRAM SUPPLIES	422409	10.49
AMAZON	PROGRAM SUPPLIES	422409	34.99
AMAZON	PROGRAM SUPPLIES	422409	35.92
JEWEL	PROGRAM SUPPLIES	422409	43.81
AMAZON	PROGRAM SUPPLIES	422409	-10.95
AMAZON	PROGRAM SUPPLIES	422409	99.89
AMAZON	PROGRAM SUPPLIES	422409	30.52
AMAZON	PROGRAM SUPPLIES	422409	25.87
JEWEL	PROGRAM SUPPLIES	422409	31.94
FAMILIA FRESH MARKET	PROGRAM SUPPLIES	422409	32.24
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	-50.00
ALDI 40051	PROGRAM SUPPLIES	422409	20.17
WALMART	PROGRAM SUPPLIES	422409	119.81
MORETTI'S SCHAUMBURG	CONFERENCE/EDUCATION	421406	289.53
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00

**Warrant
Summary
As of October 31, 2022**

AMAZON	PROGRAM SUPPLIES	422409	24.88
STARBUCKS STORE 02470	INCLUSION	450011	24.09
JEWEL	INCLUSION	450022	84.81
SUNY CORTLAND E COMMER	CONFERENCE/EDUCATION	421407	49.95
WALMART	OFFICE SUPPLIES	421101	7.05
JEWEL	PROGRAM SUPPLIES	422409	44.43
JEWEL	PROGRAM SUPPLIES	422409	26.24
JEWEL	PROGRAM SUPPLIES	422409	45.09
JEWEL	PROGRAM SUPPLIES	422409	32.84
JEWEL	PROGRAM SUPPLIES	422409	7.00
JEWEL	PROGRAM SUPPLIES	422409	41.44
JEWEL	PROGRAM SUPPLIES	422409	12.87
ALDI 40022	PROGRAM SUPPLIES	422409	8.97
JEWEL	PROGRAM SUPPLIES	422409	33.43
ST ROGER ABBEY	PROGRAM SUPPLIES	422409	10.66
ZTL KATICH BREADS	PROGRAM SUPPLIES	422409	6.00
GOODWILL RETAIL #090	PROGRAM SUPPLIES	422409	21.00
MITSUWA MRKTPLACE CHI	PROGRAM SUPPLIES	422409	17.45
JEWEL	PROGRAM SUPPLIES	422411	30.57
JAROSCH BAKERY	PROGRAM SUPPLIES	422411	26.35
JEWEL	PROGRAM SUPPLIES	422411	40.71
SQ MINI DONUT FACTORY	PROGRAM SUPPLIES	422409	14.97
JEWEL	PROGRAM SUPPLIES	422409	50.41
LYFT 1 RIDE 10-24	CONFERENCE/EDUCATION	421407	237.26
STARBUCKS HK APEX ORD	CONFERENCE/EDUCATION	421407	9.05
MCDONALD'S F26777	CONFERENCE/EDUCATION	421407	8.56
AMAZON	PROGRAM SUPPLIES	422423	33.99
GOOGLE GOOGLE STORAGE	PROGRAM SUPPLIES	422418	1.99
AMAZON	PROGRAM SUPPLIES	422423	197.31
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
	PUBLIC		
	AWARENESS/SUBSCRIPTION		
ENTERRIUM, LLC	S/ADS	423107	1512.50
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00
STARBUCKS STORE 09949	PROGRAM SUPPLIES	422422	5.00
DUNKIN	PROGRAM SUPPLIES	422422	5.00
WM SUPERCENTER #1553	PROGRAM SUPPLIES	422409	16.73
AMAZON	PROGRAM SUPPLIES	422409	70.47
WALMART	PROGRAM SUPPLIES	422409	126.47
AMAZON	PROGRAM SUPPLIES	422409	41.97
AMAZON	PROGRAM SUPPLIES	422409	100.05
PITA PITA 5	PROGRAM SUPPLIES	422409	74.23
JEWEL	PROGRAM SUPPLIES	422409	12.66
COMPLETE WEDDINGS EVE	COMMERCIAL EXPENSE	422209	445.00
AMAZON	PROGRAM SUPPLIES	422409	49.90
AMAZON	PROGRAM SUPPLIES	422409	6.64
AMAZON	PROGRAM SUPPLIES	422409	98.90
LA POBLANITA, LLC	PROGRAM SUPPLIES	422409	82.82
AMAZON	PROGRAM SUPPLIES	422409	25.29
AMAZON	PROGRAM SUPPLIES	422409	38.98
ROSATI S PIZZA	COMMERCIAL EXPENSE	422209	787.27

**Warrant
Summary
As of October 31, 2022**

AMAZON	PROGRAM SUPPLIES	422409	9.99
DOLLAR TREE	PROGRAM SUPPLIES	422404	12.83
AMAZON	PROGRAM SUPPLIES	422401	26.97
MARIANOS #501	PROGRAM SUPPLIES	422401	78.48
SIX FLAGS GREAT AMERIC	PROGRAM SUPPLIES	422404	78.35
SIX FLAGS GREAT AMERIC	PROGRAM SUPPLIES	422404	10.88
DOLLAR TREE	PROGRAM SUPPLIES	422401	28.75
HOLIDAY INNS	CONFERENCE/EDUCATION	421407	233.15
AMERICAN AIRLINES	CONFERENCE/EDUCATION	421407	34.30
UBER TRIP	CONFERENCE/EDUCATION	421407	5.00
UBER TRIP	CONFERENCE/EDUCATION	421407	12.19
UBER TRIP	CONFERENCE/EDUCATION	421407	47.67
SAM ADAMS MEETING MHT	CONFERENCE/EDUCATION	421407	78.46
LOT A PAY ON FOOT	CONFERENCE/EDUCATION	421407	84.00
TEA GARDEN	CONFERENCE/EDUCATION	421407	17.11
UBER TRIP	CONFERENCE/EDUCATION	421407	53.94
HOLIDAY INNS	CONFERENCE/EDUCATION	421407	179.35
AMAZON	OFFICE SUPPLIES	421105	20.52
AMAZON	OFFICE SUPPLIES	421105	36.38
AMAZON	OFFICE SUPPLIES	421105	5.34
AMAZON	OFFICE SUPPLIES	421106	69.50
EIG CONSTANTCONTACT.CO	COMPUTERS	421905	125.00
FEDEX 278752541985	POSTAGE	421204	24.41
AMAZON	OFFICE SUPPLIES	421106	14.99
WALKER BROS. ORIGINAL	CONFERENCE/EDUCATION	421405	58.84
IN GMEDIAWRAPS LLC	PRINTING	422909	385.50
AMAZON	OFFICE SUPPLIES	421105	142.35
JEWEL	PROGRAM SUPPLIES	422401	8.37
TARGET 00008805	PROGRAM SUPPLIES	422401	7.88
DOLLAR TREE	PROGRAM SUPPLIES	422401	12.50
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	23.95
SIX FLAGS GREAT AMERIC	COMMERCIAL EXPENSE	422204	8.70
JEWEL	PROGRAM SUPPLIES	422406	7.01
CONGO RIVER ADVENTURE	COMMERCIAL EXPENSE	422201	195.50
JEWEL	INCLUSION	450022	133.82
TARGET 00007534	INCLUSION	450018	300.00
AMAZON	INCLUSION	450022	109.99
WALGREENS #4355	INCLUSION	450022	55.00
AMAZON	PROGRAM SUPPLIES	422406	-47.86
THE MORTON ARBORETUM	COMMERCIAL EXPENSE	422209	-750.00
WALMART	INCLUSION	450021	1000.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	421407	190.00

Total Warrant for FIFTH THIRD PCARDS Electronic Accounts Payable	42,820.16
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**Warrant
Summary
As of October 31, 2022**

Num	Name	Memo	Account	Original Amount
6401	A. Hardy		10600 · Operating	-788.00
		NWSRA Face Painting	424402 · General Programs	188.00
		Face Painting and Balloon Making for PURSUIT	424405 · PURSUIT	600.00
				<u>788.00</u>
6402	Advance DJ Service		10600 · Operating	-1,000.00
		Trunk or Treat DJ Service	424402 · General Programs	500.00
		DJ for Halloween Dance at PURSUIT	424405 · PURSUIT	500.00
				<u>1,000.00</u>
6403	B2B Technologies	Cablings Repairs	10600 · Operating	-31,115.66
		Cablings Project for Main Office	460003 · Technology/Hardware	31,115.66
				<u>31,115.66</u>
6404	Best Bus Sales	Invoice #2592	10600 · Operating	-23,450.00
		Deposit Fee for 2022 Bus Bid	460002 · Vehicles/Maintenance	23,450.00
				<u>23,450.00</u>
6405	Bill's Auto & Truck Repair	Invoice #115277, 115134, 115378	10600 · Operating	-3,036.80
		Vehicle Repairs and Maintenance	422702 · Repair / Maintenance	3,036.80
				<u>3,036.80</u>
6406	Game Show Gurus	Game Show Experience	10600 · Operating	-2,500.00
		PURSUIT Game Show Experience	424405 · PURSUIT	2,500.00
				<u>2,500.00</u>
6407	Julie Kral		10600 · Operating	-778.25
		Piano and Voice Lessons	424402 · General Programs	398.25
		Swim Lessons	424402 · General Programs	380.00
				<u>778.25</u>
6408	Official Finders, LLC		10600 · Operating	-880.00
		NWSRA Floor Hockey and Volleyball	424407 · Athletics	200.00
		NWSRA Adult Recreation	424407 · Athletics	60.00
		NWSRA Sports	424407 · Athletics	620.00
				<u>880.00</u>
6409	Physicians Immediate Care - Chica Invoice #4286818		10600 · Operating	-330.00
		Drug Test and Physicals	441002 · Drug Tests / Physicals	330.00
				<u>330.00</u>
6410	River Trails Park District	OCR Participants	10600 · Operating	-120.00
		OCR Participants	422104 · Special Events	120.00
				<u>120.00</u>
6411	South Barrington Park District	Group Fitness Classes	10600 · Operating	-160.00
		Group Fitness Classes	450015 · South Barrington	160.00
				<u>160.00</u>

Warrant Summary As of October 31, 2022

6422 Best Bus Sales	Invoice #3286, #3287, #3288	10600 · Operating	-235,155.00
	Final Payment on Busses	460002 · Vehicles/Maintenance	235,155.00
			<u>235,155.00</u>
6423 Bill's Auto & Truck Repair		10600 · Operating	-6,426.64
	Vehicle Repair and Maintenance	422702 · Repair / Maintenance	2,084.68
	Vehicle Maintenance and Repairs	422702 · Repair / Maintenance	4,341.96
			<u>6,426.64</u>
6424 Hanover Park Park District	Rent OCT 2022	10600 · Operating	-1,443.00
10-01-22	Rent OCT 2022	421803 · HPPD Rental Space	1,443.00
			<u>1,443.00</u>
6425 Modern Office	Invoice #260624	10600 · Operating	-7,182.00
	Final Delivery of Office Couches	460004 · Building/Maintenance	7,182.00
			<u>7,182.00</u>
6426 Mt. Prospect Park District	Invoice #1022	10600 · Operating	-2,500.00
	October 2022 Rent	421804 · MPPD Rental Space	2,500.00
			<u>2,500.00</u>
6427 NCPERS Group Life Insurance	Invoice #5436102022	10600 · Operating	-16.00
	October 22 EE Contributions	421601 · Voluntary Benefits	16.00
			<u>16.00</u>
6428 Official Finders, LLC	Invoice #10828	10600 · Operating	-90.00
	Adult Recreation	424407 · Athletics	90.00
			<u>90.00</u>
6429 Park Central Condo Assn.	Invoice #22a-010	10600 · Operating	-1,065.00
22a-010	Monthly Condo Assoc Dues	421801 · Condo Association Fee	1,065.00
			<u>1,065.00</u>
6430 Rebecca Lizalde - Vendor		10600 · Operating	-178.62
	Reimbursement for Walmart Supplies - P Card	422409 · PURSUIT	153.62
	Reimbursement for Trunk or Treat snacks	423111 · Outreach	25.00
			<u>178.62</u>
6431 Rolling Meadows Park District	Invoice #22-0710	10600 · Operating	-960.00
22-0710	Maintenance Reimbursement	421701 · Condo Maintenance	960.00
			<u>960.00</u>
6432 Sterling Network Integration		10600 · Operating	-11,470.00
	Service Hours for Server Installation	421902 · Framework Support	4,650.00
	4 Service Hours	421902 · Framework Support	620.00
	Service Hours for Veeam server Installation	421902 · Framework Support	3,720.00
	Service Hours for NAS server Installation	421902 · Framework Support	2,480.00
			<u>11,470.00</u>

**Warrant
Summary
As of October 31, 2022**

6433	Tania Meza-Sanchez - Vendor	Reimbursement for Valle's Produce	10600 · Operating	-49.40
		Reimbursement for Valle's Produce	422422 · Committees	49.40
				<u>49.40</u>
6442	Rolling Meadows Park District	Rental South East Wing RMPD Commnity C	10600 - Operating	-2,500.00
22-0210		Rental South East Wing RMPD Commnity Cen	421800 - Rnt	2,500.00
				<u>\$ 2,500.00</u>
Total for Warrant VB&T Business Checking Accounts Payable				<u>\$ 333,194.37</u>

VII. Staff Reports

[Return to Home](#)

Date: November 16, 2022
To: Tracey Crawford
From: Andrea Griffin and Rachel Hubsch, Superintendents of Recreation
Re: Program Report

NWSRA General Therapeutic Recreation Programs & Services

NWSRA's 2022 Fall season is in full swing, registrations have increased from Winter/Spring season. Winter/Spring season brought in 287 registrations within 34 programs and Fall jumped to 427 registrations within 42 programs. Virtual Programs are still popular with 50 registrations staying steady per season. NWSRA Social Clubs are busting at the seams and seeing a large increase in registrations that in 2023 we are adding an additional club to accommodate more participants. As of November 1, social clubs have close to 400 registrations for the 30 clubs that are offered in the fall season with more coming in with two months left of social clubs.

Lightning Athletics

On October 2nd the Special Olympics Bocce Qualifiers took place at McHenry West High School. The NWSRA Lightning Athletes came home with four Gold, one Silver and four Bronze. The four Gold Medalist will now compete against the best of the best in the State Summer Games in 2023. Also on October 2nd, the Black Lightning Volleyball team won Silver in the NSSRA TR Section Volleyball Tournament.

On October 9th, the White Lightning and Blue Lightning Volleyball Teams participated in the SEASPAR/NWCSRA TR Section Volleyball Tournament Blue lightning won Gold and White Lightning won Bronze.

On October 15th, 9 Athletes participated in the Special Olympics Sectional Bowling Tournament at Cherry Bowl in Rockford. Five Athletes won Gold and will move forward to compete in the State Bowling tournament in Peoria on December 3.

Collaboratives

The Collaborative Team has been hard at work contacting families on the PURSUIT interest list now that Hoffman Estates Vogelei House opened on October 3. One hundred and twenty-three families have been contacted about the PURSUIT program who are at the transition age and ready to join PURSUIT. 45 individuals from the interest list are scheduled for assessments in November, 32 individuals successfully passed the assessment process and are now in a trial stage at one of the six PURSUIT sites, four clients did not pass the initial assessment process and 42 are no longer interested.

October 31st, all six PURSUIT sites had their annual Halloween dance. Clients were able to dance, get their face painted and enjoy a photobooth. Two SLSF Board Members, Terri Oates and David Speers and six volunteers from Scheck and Siress helped set up the event and danced alongside 135 clients and staff.

MARKETING & PR REPORT SEPTEMBER/OCTOBER 2022

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

GENERAL MARKETING

- Developed and sent to print our 2023 Winter/ Spring Brochure. This brochure features a refreshed look after we completed one year with our current design series.
- Created marketing materials and promoted NWSRA's Trunk or Treat event.

HIRING

- Continue to work with recruitment to promote hiring through a variety of avenues. In the month of October postcards were mailed to every household in Schaumburg, Arlington Heights and Palatine promoting hiring.
- In addition, yard sale style signs were produced and distributed promoting hiring.
- NWSRA's hiring page underwent a revamp - at the top of this site it highlights all the Park Districts/locations we serve and the positions we are in most need of. Under each of the highlighted job listings it identifies the Park Districts, locations, or programs with the largest staffing needs (listed in order of need).

SLSF MARKETING

- Created marketing materials for the Arlington Heights Golf Classic including social campaigns, promotional materials, day of signage and more.
- Produced all marketing collateral for the 2022 Hybrid Celebrate Ability Gala. This included the program guides, posters, impact auction materials, and our spotlight video. This video featured a number of one-on-one interviews highlighting the unique relationship between donors and participants.

TECHNOLOGY

- The Sterling Network Integration (SNI) contract underwent attorney review and was signed. This contract began on November 1 and the transition process from ExcalTech to SNI has begun.
- Ahead of NWSRA's Main Office Cabling Project to begin on November 14, Staff have been working and meeting with B to B Networks to ensure this project gets completed smoothly.

IN PROGRESS

- Working to create enhanced marketing materials to promote our DSP Pathway Program.
- Actively working to complete the SLSF side of Civi. Staff continue to work with Vitasys to migrate all data over from Oracle.



WEBSITE STATISTICS

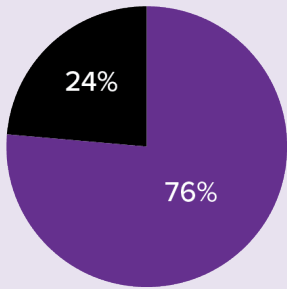
www.nwsra.org

5,461

TOTAL PAGE VIEWS

2,995

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1,765 NEW VISITORS

MOST VISITED PAGES

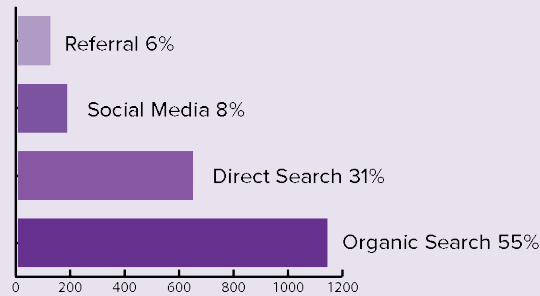
Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA Homepage	1,643	1:09
2.	NWSRA NWSRA Brochure	847	4:55
3.	NWSRA Staff	424	6:09
4.	NWSRA Employment	335	23 sec
5.	NWSRA Job Opportunities	296	3:59
6.	NWSRA PURSUIT	205	3:17
7.	NWSRA About	149	1:34
8.	NWSRA MedLaunch	116	1:58
9.	NWSRA Job Portal	103	26 sec
10.	NWSRA Contact Us	84	1:49

PAGE VIEWS

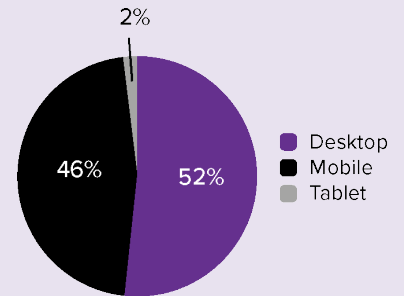
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 7,230
Total Page Likes: 9,340
Post Engagements: 4,573



Post Impressions: 3,492
Post Reach: 567
Total Followers: 871



Total Followers: 417
Tweet Impressions: 2,347
Profile Visits: 733



Post Impressions: 2,346
Total Followers: 1,180
Page Views: 131

TRENDING POSTS

- Senior Town Hall
- Winter Day Camps Registration
- PURSUIT Goat Yoga
- Inclusion Staff Outreach
- Hiring Inclusion Aides Post



WEBSITE STATISTICS

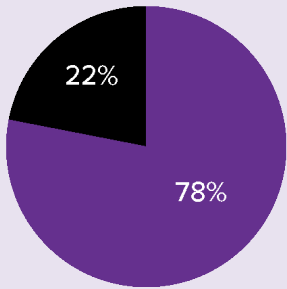
www.nwsra.org

5,809

TOTAL PAGE VIEWS

3,097

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1,874 NEW VISITORS

MOST VISITED PAGES

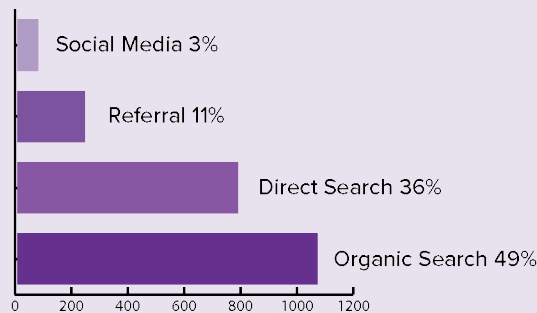
Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA Homepage	1,698	1:17
2.	NWSRA Job Opportunities	787	2:56
3.	NWSRA NWSRA Brochure	713	3:35
4.	NWSRA Staff	443	6:23
5.	NWSRA Employment	390	52 sec
6.	NWSRA PURSUIT	231	3:20
7.	NWSRA About	113	1:10
8.	NWSRA Job Portal	110	30 sec
9.	NWSRA Board of Directors	86	9 sec
10.	NWSRA Contact Us	81	5:00

PAGE VIEWS

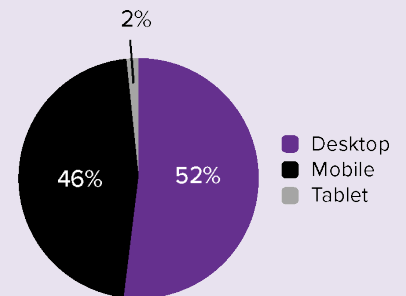
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 5,432
Total Page Likes: 9,334
Post Engagements: 2,414



Post Impressions: 3,157
Post Reach: 406
Total Followers: 875



Total Followers: 418
Tweet Impressions: 1,773
Profile Visits: 354



Post Impressions: 1,301
Total Followers: 1,194
Page Views: 71

TRENDING POSTS

- NWSRA Trunk or Treat
- PURSUIT Hoffman Estates Therapy Dog
- Inclusion Staff of the Month
- PURSUIT Hoffman Estates First Day
- Support Services Staff of the Month



Date: November 2022
To: Tracey Crawford, Executive Director
From: Anne Kiwala, Superintendent of Development
RE: SLSF Update for November NWSRA Board Meeting

Fundraising Events: The FY 2022 Fundraising Events budgeted amount is \$358,667. The budgeted amount is higher than the past two years, anticipating higher event attendance with in-person events possible. To date, fundraising has generated \$241,229. One event is still to be held, the Celebrate Ability Gala, which is budgeted to bring in an additional \$27,000 in total revenue the day of the event and surpass last year's attendance.

Sponsorships: Sponsorship dollars are part of the SLSF fundraising events budgets. The FY 2022 budgeted amount is \$115,700, including annual Hole Sponsor deals. \$88,580 in sponsorship has been received in FY 2022. While less than budgeted, this is an increase of 15% over the average of 2018 and 2019.

Grants: The FY 2022 grant budgeted amount is \$142,500. To date, SLSF has applied for \$476,814 in grants with \$163,764 approved and the remaining grants still pending. SLSF has submitted Letters of Inquiry for a total of \$74,250 to grantors throughout the Chicago area. In addition to grants for the five funding pillars, SLSF is also submitting grants to support the Accessible Greenhouse and Rolling Meadows music room renovation planned for 2023.

Grants to NWSRA: SLSF is budgeted to provide \$218,500 in grants to NWSRA for 2022. The May granted amount to NWSRA was \$117,303.33 to the five funding pillars. In addition to the NWSRA grants, SLSF contributed \$633,472.08 to the Vogeley House project.

To retain the SLSF fund balance, the remaining budgeted amount will be given in FY2023, in addition to the usual budgeted amount.

Donations:

- Memorial Donations = \$4,450.85
- General Donations = \$50,701.74
- Annual Appeal = \$6,289.96. The majority of these funds are received in December.

Outreach:

- During September and October, SLSF presented at 2 civic organizations about the work of NWSRA and SLSF and attended 7 networking events.
- SLSF joined the Schaumburg Business Association in October.
- In October, SLSF staff volunteered with the Buffalo Grove Rotary for their annual Bowling for Buddies event, which invites individuals with disabilities to bowl and have a pizza party for free.



JOIN US FOR

Our Annual Hybrid

holiday LUNCHEON

WEDNESDAY, DECEMBER 7TH

11:30AM UNTIL 2:00PM

CHANDLER'S STEAK HOUSE

401 N. ROSELLE RD

SCHAUMBURG, IL 60194

JOIN US IN-PERSON OR VIRTUALLY

Agenda

11:30 AM - COCKTAILS

12:00 - 2:00 PM - LUNCH & PRESENTATION

Kevin T. Kendrigan Spirit Award

Chairman Partnership Award

Media Partner Award

Daily Herald

55 of 109

**PLEASE RSVP TO
MEGAN O'BRIEN AT
MOBRIEN@SLSF.ME OR
847/392-2848, EXT. 267
BY NOVEMBER 21, 2022**

VIII. Old Business

[Return to Home](#)

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

2. Who is your health care provider?	
Member Park District	Health Care Provider
Arlington Heights Park District	Cigna
Bartlett Park District	
Buffalo Grove Park District	BCBS
Elk Grove Park District	United Health Care
Hanover Park Park District	PDRMA
Hoffman Estates Park District	PDRMA
Inverness Park District	NO Benefits
Mount Prospect Park District	
Palatine Park District	BCBS HMO - United Health Care PP - United Health Care Choice Plus
Prospect Heights Park District	PDMRA BCBS
River Trails Park District	PDRMA
Rolling Meadows Park District	PDMRA BCBS
Salt Creek Park District	United Health Care
Schaumburg Park District	Cigna
South Barrington Park District	United Health Care
Streamwood Park District	PDRMA BCBS
Wheeling Park District	PDRMA BCBS

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

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

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

5. How do you offer your dental and vision benefits?			
A. Your Dental and Vision benefits are bundled with your health insurance?			
Member Park District	Yes	No	Other
Arlington Heights Park District		X	
Bartlett Park District			
Buffalo Grove Park District		X	
Elk Grove Park District		X	
Hanover Park Park District	X		
Hoffman Estates Park District	X		
Inverness Park District	NA		
Mount Prospect Park District			
Palatine Park District		X	
Prospect Heights Park District		X	
River Trails Park District	X		
Rolling Meadows Park District		X	
Salt Creek Park District	X		
Schaumburg Park District		X	
South Barrington Park District		X	
Streamwood Park District	X		
Wheeling Park District		X	

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

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

B. Vision and Dental benefits are offered as an ALA Carte option?

Member Park District	Yes	No	Other
Arlington Heights Park District	X		
Bartlett Park District			
Buffalo Grove Park District	X		
Elk Grove Park District		Dental is Ala Carte and vision is bundled with Health	
Hanover Park Park District		X	
Hoffman Estates Park District		X	
Inverness Park District	NA		
Mount Prospect Park District			
Palatine Park District	X		
Prospect Heights Park District	X		
River Trails Park District	X		
Rolling Meadows Park District	X		
Salt Creek Park District	X		
Schaumburg Park District	X		
South Barrington Park District		X	
Streamwood Park District	X		
Wheeling Park District	X		

6. What is the % that your employees contribute to their health insurance?

Member Park District/SRA	%EE	%EE+ child	%EE +1	\$EE+Children	HMO %family
Arlington Heights Park District	14%		18%	18%	20%
Bartlett Park District					
Buffalo Grove Park District	5%	10%	10%	10%	13%
Elk Grove Park District	10%	25%	25%	25%	25%
Hanover Park Park District	0%	0%	0%	0%	0%
Hoffman Estates Park District	20%	20%	20%	20%	20%
Inverness Park District	NA				
Mount Prospect Park District					
Palatine Park District	15%	NA	17%	18%	18%
Prospect Heights Park District	10%	10%	10%	10%	10%
River Trails Park District	10%	10%	10%	10%	10%
Rolling Meadows Park District	10%	25%	25%	25%	25%
Salt Creek Park District	12%	16%	16%	16%	16%
Schaumburg Park District					
South Barrington Park District	NA	NA	NA	NA	NA
Streamwood Park District	10%	10%	10%	10%	10%
Wheeling Park District	11%	15%	15%	15%	18%

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

7. What is the % that your employees contribute to their Health insurance? PPO						
Member Park District/SRA	%EE	%EE+child	%EE+ Spouse	\$EE+Children	%family	
Arlington Heights Park District	12%		16%	18%	18%	PPO HRA - limited Network
Arlington Heights Park District	18%		22%	22%	24%	PPO HRA - Open Network
Bartlett Park District						
Buffalo Grove Park District	10%	13%	12%	13%	17%	
Elk Grove Park District	10%	25%	25%	25%	25%	
Hanover Park Park District	6%	6%	6%	6%	6%	
Hoffman Estates Park District						
Inverness Park District	NA					
Mount Prospect Park District						
Palatine Park District	15%	NA	17%	18%	18%	
Prospect Heights Park District	11%	12%	14%	13%	15%	
River Trails Park District	10%	10%	10%	10%	10%	
Rolling Meadows Park District	10%	25%	25%	25%	25%	
Salt Creek Park District	12%	16%	16%	16%	16%	
Schaumburg Park District	10%	10%	10%	10%	10%	
South Barrington Park District	8%	8%	8%	8%	8%	
Streamwood Park District	10%	10%	10%	10%	10%	
Wheeling Park District	12%	16%	16%	16%	19%	

8. What are your employee's deductible amounts? PPO in/PPO out						
	\$EE	\$EE+child	\$EE+Spouse	\$EE+Children	\$family	
Arlington Heights Park District	2500-2500		5000-5000	7500-7500	7500-7500	
Bartlett Park District						
Buffalo Grove Park District	3500-3500	7000-7000	7000-7000	7000-7000	7000-7000	
Elk Grove Park District	1500-5000	3000-10000	3000-10000	3000-10000	3000-10000	
Hanover Park Park District	1500-1500	1500-1500	1500-1500	1500-1500	1500-1500	
Hoffman Estates Park District	NA					
Inverness Park District	NA					
Mount Prospect Park District						
Palatine Park District	1500-3000	NA	5000-10000	5000-10000	5000-10000	
River Trails Park District	500-1000	1000-2000	1000-2000	1500-3000	1500-3000	
Prospect Heights Park District	1500-3000	3000-6000	4500-9000	4500-9000	4500-9000	
Rolling Meadows Park District	500-2000	1000-4000	1000-4000	1500-6000	1500-6000	
Salt Creek Park District	1500-3000	3000-6000	3000-6000	3000-6000	3000-6000	
Schaumburg Park District	500-1000	1500-3000	1500-3000	1500-3000	1500-3000	
South Barrington Park District	3000-7500	3000-7500	3000-7500	3000-7500	3000-7500	
Streamwood Park District	500-1000	1000-2000	1000-2000	1000-2000	1500-3000	
Streamwood Park District	250-1250 - 2000	500/2500 - 4000	500/2500 - 4000	750/3750 - 6000	750/3750 - 6000	HRA Deductible
Wheeling Park District	250-500					

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

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

Offer the PDRMA HRA \$1500 Deductible with RX2

10. What is the HRA amount based on the following Categories?					
Member Park District/SRA	EE	EE+child	EE+1	\$EE+Children	family
Arlington Heights Park District					
Bartlett Park District					
Buffalo Grove Park District	\$1,000	\$2,000	\$2,000	\$2,000	\$2,000
Elk Grove Park District					
Hanover Park Park District	\$1,250	\$1,250	\$1,250	\$1,250	\$1,250
Hoffman Estates Park District	NA				
Inverness Park District	NA				
Mount Prospect Park District					
Palatine Park District	\$1,000	NA	\$2,000	\$2,000	\$2,000
Prospect Heights Park District	NA	NA	NA	NA	NA
River Trails Park District	\$1,000	\$2,000	\$2,000	\$2,000	\$3,000
Rolling Meadows Park District	\$1,000	\$2,000	\$2,000		
Salt Creek Park District	NA	NA	NA	NA	NA
Schaumburg Park District					
South Barrington Park District	NA	NA	NA	NA	NA
Streamwood Park District	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Wheeling Park District	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

2022 for 2023 NWSRA Health Benefits Survey For Member Districts

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

12. What is the amount of the reimbursement based on the following categories?					
Member Park District/SRA	EE	EE+child	EE+1	\$EE+Children	family
Arlington Heights Park District	\$1,500		\$3,000	\$4,500	\$4,500
Bartlett Park District					
Buffalo Grove Park District	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000
Elk Grove Park District	NA	NA	NA	NA	NA
Hanover Park Park District	NA	NA	NA	NA	NA
Hoffman Estates Park District	NA	NA	NA	NA	NA
Inverness Park District	NA				
Mount Prospect Park District					
Palatine Park District	NA	NA	NA	NA	NA
River Trails Park District	\$1,000	\$2,000	\$2,000	\$3,000	\$3,000
Prospect Heights Park District	NA	NA	NA	NA	NA
Rolling Meadows Park District					
Salt Creek Park District	NA	NA	NA	NA	NA
Schaumburg Park District	NA	NA	NA	NA	NA
South Barrington Park District	NA	NA	NA	NA	NA
Streamwood Park District	NA	NA	NA	NA	NA
Wheeling Park District	NA	NA	NA	NA	NA

2023 NWSRA Merit Increase/Pool Survey

Member Park District/SRA	2022 Merit	2023 Merit	
Arlington Heights Park District	3.00%	3.00%	W/ .5% ED discretion
Bartlett Park District			
Buffalo Grove Park District	3.50%	5.00%	
Elk Grove Park District	4.00%	4.00%	
Hanover Park Park District	3.00%	5.00%	
Hoffman Estates Park District	3.00%	3.00%	
Inverness Park District	4.00%		
Mount Prospect Park District			
Palatine Park District	3.00%	3.50%	
River Trails Park District	3.75%	3.50%	
Prospect Heights Park District	5.00%	4.00%	
Rolling Meadows Park District	3.00%		
Salt Creek Park District	3.50%	4.00%	
Schaumburg Park District	4.00%	4.00%	
South Barrington Park District	2.00%	2.00%	
Streamwood Park District	3.00%	3.00%	
Wheeling Park District	5.00%	4.00%	
NWSRA			
FVSRA		3.00%	
SSRA		2.50%	
WSSRA		3.00%	
MNASR		4.00%	
SWSRA		3.00%	
NWCSRA		5.00%	
SESPAR		6.00%	
RVSRA		3.00%	

	<u>Total Average</u>	<u>Total Average</u>	<u>SRA Average</u>
Average Merit Increase	3.52%	3.69%	3.69%
Minimum %	2.00%		
Maximum %	6.00%		

IX. New Business

[Return to home](#)

Date: November 16, 2022
To: NWSRA, Board of Directors
From: Tracey Crawford
Re: Member District Benefits

The NWSRA Superintendent of Recreation reached out to all 17 Member District Superintendents to inquire about what each districts current offerings of services, memberships and programs are available to NWSRA Full Time Staff. Member District Superintendents than gave approval to continue with the current offering or informed the NWSRA Superintendent of Recreation of changes to the current offerings by reviewing the Yearly Member District Benefits Form. See enclosed offerings for 2023 to NWSRA Full Time Staff in good standing from NWSRA Member Park Districts.

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

In December, interested NWSRA Full Time staff will designate one Member District as their "Home" Park District. Each Member District will receive the NWSRA Individual Employee "Home" District Form, indicating that their Park District has been selected for this benefit. In the event that the Full-Time staff becomes separated from NWSRA, the member district will be notified.



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

11/2022

Yearly Member District Services and Program Usage

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

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

GENERAL RECREATION PROGRAMS/VERTUAL PROGRAMS & SPECIAL EVENTS

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

SPORTS

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

SWIM LESSONS

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

1:1 THERAPY/SPECIALITY THERAPY PROGRAMS/ MUSIC LESSONS

- These programs are not eligible for reduced or complimentary programming

PURSUIT ADULT DAY PROGRAM

- These programs are not eligible for reduced or complimentary programming

CLUBS

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

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

updated 10/2022

family means spouse + dependents

Park District	Participating		2022 Benefits	
	Pool Pass	Fitness Pass	Resident/ Discounted Rate for Programs	Other
Arlington Heights	family	employee		
Bartlett				not participating at this time at this time
Buffalo Grove	family	family	family golf	complimentary programming for immediate family (direct cost for contracted programs).
Elk Grove				no benefits to offer for employees at this time
Hanover Park	family	family		
Hoffman Estates				handel each request by NWSRA staff on a case by case basis
Inverness				no benefits to offer for employees at this time
Mt. Prospect				same as full time (benefits being evlouted quarterly depending on Covid guidelines and restrictions)
Palatine	family	family		Immediate family discounted rate for special events, complimentary most programs including Fitness Center and Pool Pass, 25% towards contractual programs, 50% discount for in-house camps, \$25 a month for Harper Fitness Center/Pool Pass combined, 15% discount on Facilities and Shelters and non-prime time discounted golf fees and 50% Cutting Hall Discount tickets (min 2 tickets)
Prospect Heights	family	family		Old Orchard Country Club Pass - 20 use pass & complimentary programming (contracted programs 100% cost) for immediate family & discounted facility usage
River Trails	family	family		complimentary programming for immediate family (direct cost for contracted programs)
Rolling Meadows	family	family	family skate pass	Resident rate on all programs, 50% discount on non-contractual programs (excluding preschool and EC day camp), 75% discount on school age camp, direct cost of contractual programs
Salt Creek				Complimentary programming for immediate family on non-contractual programs (excludes day camp, preschool & leagues, limit 1 per season). Free fishing & boating & discounted golf 50% off.
Schaumburg	family	family		Complimentary dog park membership. Complimentary court time at STP (walk-on only). 10% discount off resident rate for: Contractual program, One-to-one services, arties and rentals. Complimentary paddle boat rentals at Volkening Lake. 50% discount on CRC nursery services.
South Barrington				no benefits to offer for employees at this time
Streamwood	employee	employee		complimentary programming for immediate family (direct cost for contracted programs)
Wheeling	employee	employee		Time staff either a Health & Fitness membership or a Family Aquatic Center (seasonal) membership

DATE: November 16, 2022
 TO: NWSRA, Board of Directors
 FROM: Tracey Crawford, Executive Director
 RE: Auditing Service Proposals - Updated

NWSRA requested proposals for auditors for a three-year cycle. No auditing firm is allowed to be awarded the bid for more than two cycles. Lauterbach & Amen, LLP has completed two cycles with NWSRA and SLSF with the completion of the Fiscal Year Audits and tax filings for 2021 and now provides the financial services for the association. For the reasons above Lauterbach & Amen are not able to bid on the audit for this cycle.

NWSRA and SLSF requests for proposals for auditing services was published in the Daily Herald. The proposal opening took place on September 8, 2022. Those attending the bid opening were Darleen Negrillo - Superintendent of Administrative Services and Robert Tannehill - Finance Manager. No representatives from auditing firms were present. We only received one bid for this audit cycle.

After the September Board Meeting it was asked for staff to send bid request to the IGFOA Audit Vendor List. Below are the results of the above request.

Vendor Name	2022-2024	Results
Sikich LLP	X	No response
Lauterbach & Amen	Not Eligible	
Seldon Fox LTD	X	Bid Received
Additional Packets Sent		
Baker Tilly	X	No Response
Forvis, LLP	X	No Response
CliftonLarsonAllen	X	No per phone call
GW & Associates PC	X	No Response
RSM US LLP	X	No Response
Miller, Cooper & Co., LTD.	X	Decline letter received
Plante Moran	X	No per phone call
Crowe Hall CPS's	X	Decline letter received

After receiving no additional proposals, Staff spoke with Seldon Fox about the original bid pricing. Seldon Fox has agreed to not increase the audit rate each year. They were not able to reduce the amount any further due to the scope of the audit needs, employees needed to complete audit and including the GASB report in the initial price.

After talking with Seldon Fox, Staff's recommendation remains the same in moving forward with the 3-year Audit bid being awarded to Seldon Fox for the 2022 – 2024 audit periods. The proposed budget reflects a budgeted expenditure of \$12,500. Below is the summary from the original bid to revised bid.

	Selden Fox, LTD Original Bid	Selden Fox, LTD Revised Bid
NWSRA FY 2022	\$12,500	\$12,500
NWSRA FY 2023	\$12,750	\$12,500
NWSRA FY 2024	\$13,000	\$12,500
TOTAL	\$38,250	\$37,500

Recommendation:

Staff recommends the audit proposal for Seldon Fox, Ltd. at the revised bid amount be accepted as presented.

Motion:

Motion to approve Seldon Fox, LTD for the Audit Cycle for 2022-2024 with a total budget impact of \$37,500.

Date: November 16, 2022
To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: Memo for Summer Day Camp 2023 Commercial Transportation Bid

Representatives from First Student, Grand Prairie Transit and Safeway Transportation Services attended the bid opening on Thursday, October 6, 2022. All three bids were opened, and all three bus companies met the bid specs.

A summary of the comparison between the three bus companies is attached for Board review.

Safeway Transportation Services came in at the lowest bid. Based on Day Camp 2023 anticipated needs, the expenses for commercial transportation are estimated to be \$143,900.35. The proposed budget reflects a budgeted expenditure of \$144,000.00.

Recommendation:
Accept the bid from Safeway Transportation Services.

Motion:

Motion to approve the bid from Safeway Transportation Services to provide Summer Camp Commercial Transportation for Summer Camp 2023 with a FY2023 budget impact of \$143,900.35.

Date: November 16, 2022

To: Tracey Crawford, Executive Director

From: Rachel Hubsch, Superintendent of Recreation

Re: Commercial Transportation Bid Summary for Summer Day Camp 2023

Requests for Commercial Transportation bids for NWSRA Day Camp were published in the Daily Herald. Three transportation companies submitted bids (First Student, Grand Prairie Transit and Safeway) and representatives from all companies attended the bid opening on Thursday, October 6 at 10:00 a.m. NWSRA staff attending the bid opening were Rachel Hubsch, Superintendent of Recreation and Kate Moran, Manager of Special Recreation. The table below depicts the fees for the submitted bids.

Company	Pick up/ drop off daily fee	Door-to- Door daily fee	Field Trips	Air Conditioning	Bus Aide Fee	Cert. Of Ins. Provided
First Student	\$260.00	\$260.00	\$65.00/hour - charge gate to gate	Yes	\$25.00 per hour	Yes
Grand Prairie Transit	\$226.25	\$226.25	\$56.70/hour - charge pick up point to drop off point	Yes 15 Vehicles	\$22.00 per hour	Yes
Safeway	\$185.52	\$196.11	\$46.50/hour - charge gate to gate	Yes 20 Vehicles	\$18.67 per hour	Yes

The tables below compare all three companies based on anticipated 2023 Day Camp needs.

First Student	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (8 week camp)	\$ 260.00	5	38			\$ 49,400.00
PU/DO (4 week camp)	\$ 260.00	10	25			\$ 65,000.00
D-T-D Routes	\$ 260.00	3	25			\$ 19,500.00
Field Trips	\$ 65.00			7	75	\$ 34,125.00
Bus Aids (8 week camp)	\$ 25.00	5	38	4		\$ 19,000.00
Bus Aids (4 week camp)	\$ 25.00	5	25	4		\$ 12,500.00
						\$199,525.00

Grand Prairie Transit	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (8 week camp)	\$ 226.25	5	38			\$ 42,987.50
PU/DO (4 week camp)	\$ 226.25	10	25			\$ 56,562.50
D-T-D Routes	\$ 226.25	3	25			\$ 16,968.75
Field Trips	\$ 56.70			5	75	\$ 21,262.50
Bus Aids (8 week camp)	\$ 22.00	5	38	4		\$ 16,720.00
Bus Aids (4 week camp)	\$ 22.00	5	25	4		\$ 11,000.00
						\$165,501.25

Safeway	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (8 week camp)	\$ 185.52	5	38			\$ 35,248.80
PU/DO (4 week camp)	\$ 185.52	10	25			\$ 46,380.00
D-T-D Routes	\$ 196.11	3	25			\$ 14,708.25
Field Trips	\$ 46.50			7	75	\$ 24,412.50
Bus Aids (8 week camp)	\$ 18.67	5	38	4		\$ 14,189.20
Bus Aids (4 week camp)	\$ 18.67	5	24	4		\$ 8,961.60
						\$143,900.35

History:

Grand Prairie Transit was awarded the bid in 2013, 2015, 2016, 2017, 2019 and 2022. First Student was awarded the bid in 2011, 2012, 2014 and 2018. Safeway has not submitted a bid in years past.

The projected bus bid for 2023 is higher than 2022 due a significant increase in fees for Commercial Transportation as well as the increased need for door-to-door transportation for NWSRA families.

Reference Checks:

NWSRA has never worked with Safeway and therefore contacted all three references. All three provided favorable references.

Date: November 16, 2022
To: NWSRA, Board of Directors
From: Tracey Crawford, Executive Director
Re: Acquiring New Financial System

NWSRA has used QuickBooks as its primary financial system since approximately 2011. In 2013, ADP became the payroll processing system for NWSRA. In 2020, NWSRA moved all payroll process functions to QuickBooks. At this time, the accounting, payroll, and reporting needs of the Association have outgrown the functions and abilities of QuickBooks.

As recommended by the NWSRA Finance Committee, staff, and Lauterbach and Amen, a new financial system is needed to address the accounting, reporting and payroll needs of the Association more efficiently. To start the review process and assist with the evaluation of the different financial software systems, the following criteria was created.

A financial system that:

- will support the financial processes for both NWSRA as an Association and SLSF as a Foundation
- will have the ability to talk with our registration system
- will provide a more robust reporting system
- will include a payroll platform that will talk with our HR and Time & Scheduling system

Staff utilized a software search agent to find systems that would fit the needs of the Association and the Foundation. The criteria used to narrow the results of the search were as follows:

- Annual costs
- Foundation and grant tracking abilities
- Accrual accounting
- Payroll processing module
- API capabilities

The search was narrowed to four financial software systems. These systems included: AccuFund, MultiView, Sage, and ACS.

Listed below are the pros and cons for each system.

AccuFund

Pros

- Intuitive Interface
- Extensive Permissions
- Open-Source API
- Dashboard Modern/user Friendly
- Grant accounting module
- Robust Reporting and ability to create
- Most cost efficient

Cons

- Slightly less user face compared to Multiview

Multiview*Pros*

- Intuitive Interface
- Extensive Permissions
- Open-Source API
- Dashboard Modern/user Friendly
- Grant accounting module
- Robust Reporting and ability to create

Cons

- No Payroll Module

Sage*Pros*

- Known Company

Cons

- Interface not Intuitive
- not user friendly / Lot of Clicks to get any task completed
- appeared to be an older database/dashboard

ACS*Pros*

- L&A already trained

Cons

- No API capability
- Requires a purchase of the system, if L&A is not our financial management firm.

Software	API Access	Payroll Module Available	Implementation Cost	Annual Cost	Total Budget Impact FY2023
QuickBooks	N	Y	0.00	19,587.12	19,587.12
AccuFund	Y	Y	11,250.00	12,000.00	23,250.00
Multiview	Y	N	22,800.00	21,796.92	44,596.92
Sage	Y	Y	12,600.00	39,750.00	52,350.00
ACS (L&A)	N	Y	0.00 (as long as we are under contract with L&A)	14,400.00	14,400.00

The proposed Annual Capital Plan for FY2023 reflects a budgeted expenditure of \$23,250.00

After reviewing the information provided for each system, staff are recommending acquiring and implementing AccuFund for our financial and payroll software needs. For the following reasons:

- Intuitive / easy to use dashboard and systems
- Basic accounting tasks are easy to process
- API key and field mapping will be custom developed for both the registration system and HR system.
- Ability to customize GL codes and set-up of system to keep GL coding similar to our current process.
- System was created for non-profits, foundations and government agencies.
- Cost for system, including payroll, is lower than all other systems.

Implementation Timeline

November 2022 – Board Approval and Sign Contract.

December 2022 – Start sharing requested information to create custom platforms.

January- March 2023 – Platform starts to be built and API keys created

April 2023 – Mirror Month for Financial, Foundation and Payroll Platforms

May 2023 – Move fully to new Financial Software System – discontinue use of QuickBooks.

Motion:

Motion to approve the implementation of AccuFund, Inc. as the financial and payroll system starting in 2023 with a total budget impact of \$23,250.00.

X. Information /Action Items

[Return to home](#)

Date: November 16, 2022
To: NWSRA Board of Directors
From: Bob O'Brien, Personnel Committee Chairman
Re: **Personnel Committee Recommendations**

The Board Personnel Committee met on October 12, 2022 and reviewed the Personnel Committee Packet of information presented by staff. The full packet is available for your review on the director's site. Here is the link <https://www.nwsra.org/personnelcommittee>

Motion

Motion to approve the Personnel Committee Meeting minutes from October 12, 2022, as presented.

The following are the recommendations that the Personnel Committee are presenting the Board of Directors for approval:

Organizational Chart

Once a year the Personnel Committee is presented the organization chart to review any changes, additions and/or deletions that are being recommended by staff. This year Lauterbach and Amen were contracted in March 2022 through to December 31, 2022, to perform the duties of the full time Finance Manager for the Association. Lauterbach and Amen assigned two staff to perform these duties.

Motion:

Motion to approve the NWSRA Organizational Chart as presented.

Lauterbach and Amen Contract Renewal

Currently, NWSRA is under contract with Lauterbach and Amen to perform the duties of the Finance Manager. Lauterbach and Amen started the contract with NWSRA, in March of 2022. Personnel Committee recommends a contract renewal with Lauterbach and Amen for FY2023 for all duties in the Finance Management role for NWSRA. The contract rate will increase by 3% for a total budget impact of \$83,430.00 with no benefits or FICA impact.

Motion:

Motion to approve the contract extension with Lauterbach and Amen for FY 2023 is a 3% increase with a budget impact of \$83,430.00.

Salary Structure Adjustment Value/FY 2023 Salary Ranges

In October 2022, HR Source was contacted for the aging factor for the 2023 Salary Ranges. We were notified that "aging factor" terminology has changed to "the Salary Structure Adjustment Value". This is not a benchmark adjustment for a particular job but a overall adjustment for the entire pay structure. The percentage is applied to all of the pay ranges. This moves the ranges up or down depending on the market. This is the way to adjust to market compensation changes annually, in between full compensation benchmarking studies which are only recommended to be done every three to four years. The Salary Structure Adjustment Value that was provided to NWSRA was 2.5%.

Motion:

- 1. Motion to approve the HR Source's recommendation to use the 2.5% aging factor for the Salary Ranges for FY2023 as presented.**
- 2. Motion to approve the proposed 2023 Salary Ranges as presented.**

Salary Adjustments

The Salary Structure Adjustment values were implemented for the Proposed FY2023 Salary Ranges, in doing so the compression between the Coordinator and Manager levels and the Manager and Superintendent salary levels became evident. Eleven staff fell outside of their salary range. The Personnel Committee recommended adjustments represent a total budget impact of \$12,612.80 for FY2022. They are as follows:

1. Five manager adjustments totaling \$4,831.04
2. Five Superintendent adjustments totaling \$7,781.77

Motion:

Motion to approve the recommendation for five managers and five superintendents that total a one-time salary adjustment of \$12,612.80 for FY 2022.

Salary Compensation Pool

Based on the results of the merit surveys, an analysis of the NWSRA 2022 projected year-end numbers, and the Board and staff recognized need to retain top employees at NWSRA, the Personnel Committee recommends a 3.7% merit pool with a budget impact of \$2,454,300.78 representing a salary savings of \$8,753.17 from the FY2022 Budgeted amount.

Motion:

Motion to approve the Personnel Committee recommendation of a 3.7% merit pool as presented for the FY2023.

PT Staff Salary Ranges

Due to the continued staffing crisis in the State of Illinois, particularly in the support of people with disabilities, the NWSRA Board of Directors recommended raising the minimum wage to \$16.50 starting wage for Inclusion Aides to assist with the recruitment and hiring efforts. In order to make sure that the wages are equitable for all part time employees, all the ranges have been adjusted to accommodate the increase for the Inclusion Aides.

Motion:

Motion to approve the FY 2023 Part Time Staff Salary Ranges as presented.

Health Insurance

The NWSRA Staff reviewed the PDRMA Health options and plan changes and recommended the following to the Personnel Committee:

- 1) Continuing with the \$2,000 deductible plan with RX1, HMO plan with RX1 and Dental Plan with Ortho and changing to the new Vision \$600 Allowance Plan.
- 2) Continue with current employee contributions of EE 10%, EE + Child 12%, EE + Spouse 13%, EE + Children 15% and Family 15%.

Motion:

- 1. Motion to approve the Personnel Committee recommendation to continue with the \$2,000 deductible plan with RX1, HMO plan with RX1 and Dental Plan with Ortho and changing to the new Vision \$600 Allowance Plan.**

- 2. Motion to approve the Personnel Committee recommendation to continue with the current employee contributions of EE 10%, EE + Child 12%, EE + Spouse 13%, EE + Children 15% and Family 15%.**

**Personnel Committee Minutes
October 12, 2022**

Present: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher Jeff Janda, Tony LaFrener, Craig Talsma, Christina Ferraro, Tracey Crawford, Darleen Negrillo, Bob Tannehill (L&A) and Jessica Vasalos as Recording Secretary

I. Staff Update

Executive Director Crawford reviewed the organization chart. Director Talsma asked the attorney if the Foundation position being paid by NWSRA is legal. Atty Adams responded that all Robbins Schwartz clients have this issue and would be solved via an agreement with the SRA and the Foundation. The Foundation is not funded by the districts or NWSRA in any capacity therefore it is legal. Director Crawford will send the By Laws and the Articles of Agreements that were drafted by the attorneys to Atty Adams. Director Crawford reviewed the vacant positions and explained the organizational chart. She explained that staff are hopeful to fill the vacant positions within the intern pool.

Director Crawford called for a motion to approve the organizational chart as presented and be brought to the full NWSRA Board. Director Fullerton made the motion and Director Janda seconded the motion. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrener, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

Director Crawford reviewed the contract renewal with Lauterbach and Amen with the Committee. She outlined the duties of the liaison to Lauterbach and Amen. Director LaFrener asked if we are budgeting for the Finance Manager and the Lauterbach and Amen contract in FY2023. Director Crawford responded that we would not be looking for to fill the Finance Manager position until possibly FY2024. Mr. Tannehill also responded as the position does not require a Superintendent level person as it is heavy on the day-to-day operations. Director Talsma asked for a motion to approve the Lauterbach and Amen contract as presented to the committee. Director O'Brien made the motion and Director Fletcher seconded the motion to approve the Lauterbach and Amen contract as presented and be brought to the full NWSRA Board. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrener, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

II. Proposed Salary Ranges

A. HR Source Aging Factor/Salary Ranges

Director Crawford reviewed the salary ranges for 2023 and reviewed the history of the salary ranges and the changes that were made during the COVID years. She reminded the committee that 20 staff have been hired in the last several years. She reviewed the aging factor and the adjustments that have been made to the ranges for the remainder of FY2022 and FY2023. She also outlined that staff have created a longevity chart to show where staff fall within their longevity. This was a suggestion by HR Source. She is ensuring that the compression between levels has a gap. She also indicated that any and all adjustments made are within the salary budget. Moving forward everything will remain encompassed within that 3.7% budget. Director Fullerton asked for a motion to approve HR Source's recommendation to use the 2.5% aging factor and the Proposed FY2023 Salary Ranges as presented. Director O'Brien made the motion and Director Janda seconded the motion to approve HR Source's recommendation to use the 2.5% aging factor and the Proposed FY2023 Salary Ranges as presented and be brought to the full NWSRA Board. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrener, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

Director Crawford reviewed the Market Pay Rate Adjustments with a budget impact of \$12,612.80. Director Fullerton made the motion and Director O'Brien seconded the motion to approve the Market Pay Rate Adjustments be brought to the full NWSRA Board. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrener, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

Part Time Salary Ranges

Director Crawford reviewed the part time staff salary ranges and the efforts that went into the proposed ranges that have been presented.

Chairman O'Brien asked for a motion to approve the Part Time Salary Ranges as presented and be brought to the full NWSRA Board. Director Janda made the motion and Director LaFrene seconded the motion to approve the Part Time Salary Ranges as presented. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrene, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

Proposed 2023 Merit Pool

Executive Director Crawford reviewed the results of the Merit Pool Survey with the Committee. Chairman O'Brien asked for a motion to approve the Merit Pool of 3.7% for FY2023 as presented and be brought to the full NWSRA Board.

Director Fullerton made the motion and Director Janda seconded the motion to approve the Merit Pool of 3.7% for FY2023. Upon roll being called the vote was as follows:

AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrene, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

III. Health Insurance

Executive Director Crawford reviewed the proposed Health Plan Options including the deductibles and employee contribution rates.

Chairman O'Brien asked for a motion to approve the Proposed Health Plan for FY2023 as presented and be brought to the full NWSRA Board. Director Janda made the motion and Director LaFrene seconded the motion to approve the Health Plan for FY2023 as presented and be brought to the full NWSRA Board. Upon roll being called the vote was as follows:

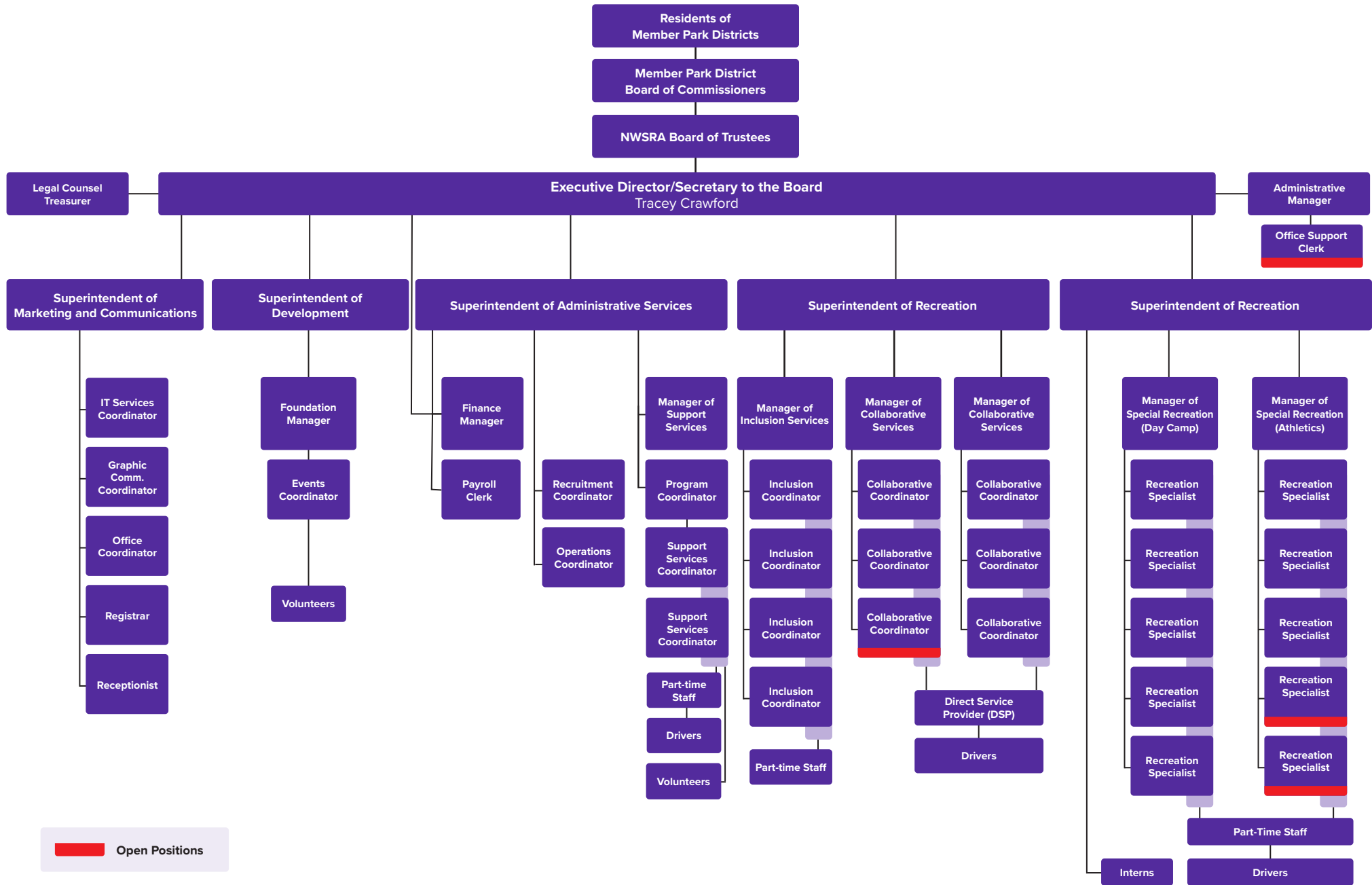
AYE: Bob O'Brien, Jan Buchs, Carrie Fullerton, Rita Fletcher, Jeff Janda, Tony LaFrene, Craig Talsma, Christina Ferraro

NAY: None

The motion carried.

Meeting adjourned at 11:53 am.

Northwest Special Recreation Association Organizational Chart 2022





October 5, 2022

The Northwest Special Recreation Association
3000 West Central Road, Suite 205
Rolling Meadows, IL 60008

We are pleased to confirm our understanding of the services we are to provide for the Northwest Special Recreation Association (Association).

It is our understanding that Lauterbach & Amen, LLP will provide accounting assistance to the Northwest Special Recreation Association in accordance with Exhibit A, attached hereto. Such assistance will be arranged between the Association and Lauterbach & Amen, LLP and will be billed \$6,950 monthly beginning January 1, 2023, through December 31, 2023. This rate will increase by 3% in subsequent years, unless there is a change in services provided. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 30 days written notice.

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

The Association agrees that during the term of this agreement and for a period of twelve months thereafter, the Association shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Association to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Northwest Special Recreation Association, Illinois.

By: _____

Title: _____



Exhibit A

Superintendent

- Budget Assistance
 - Assistance with compiling budget data and preparation of working budget document
 - Prepare all pertinent budget accounts and information for all of the NWSRA funds
 - Prepare all necessary publications and ordinances
- Tax Levy Preparation
 - Assistance with Tax levy calculations, ordinance preparation and necessary public notices
- Audit Preparation and Oversight
- Oversight and review of staff accountant and review schedule and work product
- Financial Policy review and general finance operations
 - Review and update policies as necessary
 - Implementation/review of a purchasing card program
 - Investment review and recommendations as needed
- Grant Reporting and Review
- Capital Project & Debt Service Review
- Other Duties as assigned

We estimate the Superintendent position to require an average of 32 hours per month. Of those 32 hours, we estimate 16 hours would be onsite at the NWSRA on a monthly basis.

Accountant

- Accounts Payable
 - Review and enter approved bills for payment
 - Annual Unclaimed Property Reporting
 - Prepare annual 1099Misc forms
- Cash Receipts & Accounts Receivable
 - Review and integration of daily cash receipts into the general ledger
 - Reconciliation and posting of property tax & replacement tax receipts
- Monthly Bank Reconciliations
- Monthly Reporting for Board Packet
 - Monitor financial activity on a weekly basis and prepare financial statements for the Treasurer's review
- Audit Preparation
 - Post all necessary adjustments and prepare work-papers for the auditors
 - Liaison to the auditor
 - Conduct final review of audit report
 - Prepare debt disclosures and upload annually
- This list is not all encompassing and includes all other duties as assigned.

We estimate the staff accountant position to require an average of 64 hours per month. Of that 64 hours, we estimate 56 hours would be onsite at the NWSRA on a monthly basis.

Full-Time Salary Ranges 2023

HR Source Aging Factor 2.5% for 2023

As of 10/05/2022

Pay Grade	Position Title	Minimum 2023	Midpoint 2023	Maximum 2023
10	Receptionist	33,295.38	37,650.30	42,168.42
11	Recreation Specialist	41,031.00	45,590.00	54,708.00
11	Recreation Specialist - Day Camp	42,031.00	46,456.21	55,747.45
11	Registrar	37,164.97	45,490.00	54,708.00
11	Program Coordinator	44,722.80	51,969.55	61,995.08
12	Graphic and Communications Coordinator	44,722.80	51,969.55	61,995.08
12	Events Coordinator	44,722.80	51,969.55	61,995.08
12	Office Coordinator	44,722.80	51,969.55	61,995.08
12	Collaborative Coordinator	44,722.80	51,969.55	61,995.08
12	Inclusion Coordinator	44,722.80	51,969.55	61,995.08
12	Support Services Coordinator	44,722.80	51,969.55	61,995.08
12	Foundation Coordinator	42,365.85	52,957.31	63,548.77
12	Administrative Coordinator	42,365.85	52,957.31	63,548.77
13	Operations Coordinator	46,237.75	57,797.70	69,357.65
13	IT Services Coordinator	46,237.75	57,797.70	69,357.65
13	Recruitment Coordinator	46,237.75	57,797.70	69,357.65
13	Manager of Special Recreation	46,237.75	57,797.70	69,357.65
13	Manager of Support Services	46,237.75	57,797.70	69,357.65
13	Manager of Inclusion Services	46,237.75	57,797.70	69,357.65
13	Manager of Collaboratives	46,237.75	57,797.70	69,357.65
13	Foundation Manager	46,237.75	57,797.70	69,357.65
14	Administrative Manager	51,423.23	64,278.78	77,134.33
15	Finance Manager	57,189.88	71,486.58	85,784.30
17	Superintendent of Marketing & Communication	70,735.25	88,418.55	106,101.85
17	Superintendent of Development	70,735.25	88,418.55	106,101.85
17	Superintendent of Recreation	70,735.25	88,418.55	106,101.85
17	Superintendent of Administrative Services	70,735.25	88,418.55	106,101.85

Part -Time Salary Ranges 2023

Tier I Employees	Min	Mid	Max
Program Assistant/Camp Counselors	\$15.00	\$21.00	\$25.20
Assistant Site Coordinator/Inclusion Aide	\$16.50	\$23.10	\$27.72
Program Assistant - Driver	\$18.15	\$25.41	\$30.49
Site Coordinator/Intern	\$19.25	\$26.95	\$32.34
Tier II Employees with Benefits	Min	Mid	Max
Inclusion Lead - PT II – Tier II	\$17.50	\$23.10	\$27.72
Program Leader - PT II – Tier II	\$22.50	\$31.50	\$37.80
Tier III Employees	Min	Mid	Max
Driver	\$20.50	\$28.70	\$34.44
Rovers/Behavior Specialist	\$24.00	\$33.60	\$40.32
Lifeguards-Referee	\$24.00		
Specialty Instructors	\$27.50		
Employees paid by the State/Clearbrook			
PURSUIT/STAR DSP	\$16.00		
PURSUIT/STAR Leads	\$16.75		

10/5/2022

Motion:

To approve the FY 2023 Part Time Staff Salary Ranges as presented.

Date: November 16, 2022
To: NWSRA Board of Directors
From: Craig Talsma, Finance Committee Chairman
Re: **Finance Committee Recommendations**

The Board Finance Committee met on October 17, 2022, and reviewed the investment update, the Projected Year End (PYE) for 2022/Proposed Fiscal Year (FY) 2023 Budget Documents. These documents included Budget Analysis, the Proposed FY 2023 Budget Packet and the Capital Improvement Plan presented by staff. The full packet is available for your review on the director's site. Here is the link <https://www.nwsra.org/financecommittee>

Please see the attached documents that the Finance Committee is presenting to the Board of Directors for consideration.

Motion:

Motion to approve the minutes from Finance Committee Meeting on October 17, 2022, as presented.

**NWSRA Finance Committee Meeting
Friday, October 28, 2022, 10:30 a.m.**

Present: Christina Ferraro, Craig Talsma, Bob O'Brien, Kevin Romejko, Diane Hilgers, Ben Curcio, Jim Jarog, Mike Clark, Tracey Crawford, Bob Tannehill (L&A) Darleen Negrillo, Steve Adams (Atty), Michelle Bins, and Jessica Vasalos, Administrative Manager, as Recording Secretary.

The meeting was called to order at 10:34 am

Investment Update

Michelle Bins presented her investment update. She explained that the portfolio overall is performing very well with an interest rate at 2.68% and has a staggered maturity approach with all the CD's that NWSRA has. The rates on those cd's vary from .30% to 1.15%. She also reviewed the dot plot with the Committee and explained that the feds are projecting another increase in the future and then lower them again in 2024 which will change things in the long run. NWSRA portfolio is strong and will continue to stay in a safer investment status. This update will be included in the November Board packet for the entire Board to review.

Proposed FY2023 Budget Documents

Executive Crawford gave an overview of the PYE2022 budget. Director Clark and O'Brien congratulated staff on the time and efforts put into the budget process as it was well done. Director Talsma is looking forward to the MDAA task force that will be reviewing the procedures and getting the history written. Director Crawford reviewed the Clearbrook revenue line items where non-program revenue money is held. In the future, NWSRA and Clearbrook will be looking at a possible 70-30 split of revenue generated from the PURSUIT programs. Director Talsma asked about the possibility of seeing a cost recovery model for PURSUIT in the future. Director Crawford explained the process and collaboration with Clearbrook and reported that she is not sure that is possible as Clearbrook is the financial holder of the program.

Director Crawford reviewed several budget line items with the explanations of where the budget figures came from. This included addressing how the health insurance budget is derived, transportation services, and printing, conferences, and education as well as capital projects. Director Talsma indicated he would like to see a balanced budget. He also indicated he would like the agency to look into using Gov Deals to sell the buses vs Obenauf. He also asked if the Transportation Bid is finalized. Director Crawford responded that it was and is on the agenda for the November Board meeting. She went further and explained how the SRA's budget is different in that SRA's cannot charge more for programs or transportation than member districts do to recover costs for the program. Director Talsma asked for the 941 bills be sent to the attorney to be included in the file regarding the former Finance Manager.

Director Talsma asked if the staff could include a column, when completing the budget for FY2024 budget summary, that would include the dollar amount as of figures.

Director Crawford outlined the Capital Improvement Plan and Capital needs for FY2022 and FY2023. Director Talsma indicated he would like to continue to see all the years needs on the plan. He also gave kudos to the staff on the budget.

Director Talsma called for a motion to approve the budget as presented to be brought to the Board for final approval at the November 2022 Board meeting. Director Clark made the motion and Director O'Brien seconded the motion to approve the budget as presented to be brought to the Board for final approval at the November 2022 Board meeting. Upon Voice Vote the motion passed.

Director O'Brien called for a motion to adjourn the Finance Committee meeting on October 28, 2022, at 11:37 am. Director Clark made the motion and Director Talsma seconded the motion to adjourn the Finance Committee meeting. Upon voice vote the motion passed.

Date: October 17, 2022
To: NWSRA Board or Directors
From: Craig Talsma, Finance Committee Chairman
Re: Proposed FY 2023 Line-Item Descriptions/Budget Assumptions

FY2022 Budget Analysis vs. Projected Year End

In reviewing the budget year FY2022 compared to Projected Year End (PYE), the overall revenue was down \$1.2 million for the following reasons:

- COVID rebate of \$864,061.46
- program revenue was down due to lack of part time staffing
- SLSF revenue was below anticipated

In reviewing the budget year FY2022 compared to PYE, overall expenses were down \$968,050.65. The represented difference is due to the following reasons:

- Salaries were down:
 - Full-Time openings
 - Part-Time staffing
 - Inability to hire staff
- Inclusion was down:
 - Inability to hire Inclusion Aids
 - Reduced inclusion expenses

Overall, NWSRA shows FY2022 PYE of (\$674,815.34) loss.

FY2023 Proposed Budget

In September, the Administrative Team started the FY2023 budget process by developing a budget calendar and budget worksheets. The Administrative and Finance Teams met in the beginning of October, to discuss FY2023 budget process and confirm the budget calendar. Finance and Administrative Teams recommended each Superintendent base their proposed FY2023 budget off the FY2022 projected year end totals. Lauterbach and Amen (L & A) then met with each Superintendent to conduct a preliminary review of their perspective revenue and expense line items. During this review, L & A reviewed each Superintendent line items and made recommendations based on projected year end and prior year actuals.

The next step in the process was for the Management, Administrative and L & A teams met to conduct a thorough review of each line item at the Budget Lock-in. During this Lock-in, recommendations were made to streamline the revenue and expenses to present a more balanced budget for FY2023.

Below is the line by line description and budget explanations for FY2023.

Income

310000 Member District Annual Assessment (MDAA)

The NWSRA Member Districts approved the Member District Annual Assessments in July 2022 to take to each of their individual Boards for approval freezing the assessment rates for FY2023 for each member district in the amount of \$4,320,307.35.

320000 – Program Fees

This line item includes fees collected for Clubs, Weekly programs, Leisure Ed., Summer Camps, Special Events and the Adult Day Program.

This line has a conservative projection of \$480,400, the increase is due to scheduling of programs at a pre-COVID level.

321000 Transportation- Door to Door

This line item includes fees collected for participants receiving transportation from their residence and then dropped off at the same location at the end of the program.

This line item has a conservative projection due to more programming and attempting to return to pre-COVID levels.

321100 Transportation- Pick up Points

This line item includes fees collected for participants receiving transportation from a designated pick-up location and then dropped off at the same location at the end of the program. Pick up points were set in NWSRA quadrant for a regional approach.

This line item has a conservative projection due to more transportation needs and attempting to return to pre-COVID levels.

340000 Non-Program Revenue

This line item includes the revenue that comes into the agency such as the P-card rebate checks, speaker honorarium for speaking fees, PDRMA Accreditation award and PURSUIT reimbursements (rent, staff and drivers).

This line item is higher due to and increase in elementary schools requesting ability awareness assemblies and Hoffman Estates rent being reimbursed for a full year as well as a collab coordinator position through the adult day program.

350000 SLSF Grant Contributions

This line item includes grant funding requested by NWSRA for Lightning Athletes, Accessible Vehicles, Scholarship, Inclusion, General Program Support and Adaptive Equipment.

This line item represents SLSF events returning to pre-COVID revenue status.

360000 Sale of Fixed Assets

This line represents the sale of equipment, furniture, or vehicles.

This line item represents a conservative sale of two vehicles.

370000 Interest

This line item includes interest earned on the Operating and Investment accounts.

This line item is budgeted based on the current market conditions.

380000 Revenue SLSF

This line item includes donations to SLSF received via the NWSRA registration form, Booster Club, and any other form of donation to SLSF through an NWSRA platform. This amount will be transferred to SLSF Booster Club at the end of the year.

Administration Expenses

421000 Professional Fees

This line item is for professional fees such as legal fees, HR Source annual fee and file retention.

This line item has increased due to additional attorney fees and a full year of the Lauterbach and Amen contract.

421100 Office Supplies

This line item includes expenses for locksmith/keys, office furniture, office supplies and miscellaneous office needs.

421150 Credit Card & Bank Fees

This line item includes all fees associated with credit card processing and banking fees.

This line item is budgeted based on credit card transactional fees for FY2023.

421200 Postage

This line item includes all postage expenses and rental of the postage machine.

421300 Telephone/Fax

This line item includes agency phone service, Director phone and staff cell phone expenses.

This line has increased due to upgraded agency phone service and hotspots.

421400 Conference/Education

This line item includes expenses for the NRPA conference, State Conference, Continuing Education Workshops /CEU/ Professional Development Schools, IPRA/IAPD, ITRS, SPRA, ILTRA professional meetings, ATRA, local meetings, and evaluation meetings for staff.

This line item is higher than FY2022 due to NWSRA is predicting to fully staffed and all staff will attend conferences and workshops to retain their certifications.

421500 Memberships/Certifications

This line item includes expenses for IPRA, NRPA, SPRA memberships, CTRS exams and annual maintenance, CPRP exam and renewal fees, safety training, CDL reimbursement and renewal, and miscellaneous membership fees (ATRA, ILTRA, other disability organizations and associations).

Many memberships are moving from individual memberships to agency or bulk memberships. As well as, not all certifications are annual renewal.

421600 Health Insurance

This line item includes expenses for Health Insurance for Full Time employees.

421700 Maintenance/Utilities

This line item includes services from the Rolling Meadows Park District for Condo maintenance, internet, natural gas, electric and cleaning supplies for the offices and all programming spaces.

This line item is higher due to the addition of the Vogelei House programming space as well as upgraded internet at all programming spaces.

421800 Rent

This line item includes Park Central Condo fees as well as rent for the NWSRA programming spaces at RMCC, HPCC, MPCC, WCC, BGCC and HEPD.

421900 Computer

This line item includes computer service and repairs, software, hardware, framework support and website hosting.

Program Expenses

422100 Rental Municipal

This line item includes Member District rentals, NSSEO, School Districts, SRA rentals and churches.

422200 Rental Commercial

This line item includes expenses for ticketed events and community outings.

This line item is higher due to the return of long trips that require airfare. As well as increase programming opportunities.

422300 Program Development

This line item includes expenses for new programming endeavors.

This line item is lower due to no adult day programming sites being opened in FY2023.

422400 Program Supplies

This line item includes paper products, t-shirts / apparel / uniforms, nametags / Business cards, awards / recognition / incentives, Library resources, AV, general recreation supplies / crafts, food, meetings, orientations, program supplies and miscellaneous.

This line item is lower due to a conservative approach to supply expenses until program revenue increases to pre-COVID levels.

422500 Commercial Transportation

This line item includes expenses for transportation services for Summer Day Camp and Leisure Education.

This line item is higher due to the Transportation Bid being higher than FY2022.

422600 Mileage

This line item is for the mileage reimbursement based on the Federal rate.

This line item is higher due to Full Time staff having to drive their personal vehicles to conduct programs more often.

422700 Transportation Maintenance

This line item includes vehicle service fees and maintenance fees.

422800 Gas/Tolls

This line item is the expense of gasoline for the NWSRA vehicle fleet, tolls and parking.

422900 Printing

This line item includes program brochures, day camp brochures, copier leases, printer supplies, paper and other printed materials for PR and marketing.

423100 Public Awareness/Subscriptions/Ads

This line item includes expenses for awards and recognition, ads, online advertising, staff recognition, recruitment, and outreach.

This line item is higher due to additional efforts in recruitment.

Salary Expenses

424100 Full Time Salaries

This line item includes salary expenses for full time staff.

Approved during the October 2022 Personnel Committee meeting.

424200 Part Time Salaries

This line item includes the wages for all hourly part time employees.

Approved during the October 2022 Personnel Committee meeting.

424300 Payroll Processing

This line item includes expenses for direct deposit fees, FSA fees, and W-2 processing.

424400 Independent Contractors

This line item includes expenses for independent contractors of Day Camps, General Programs, Office, Trips, PURSUIT, STAR Academy, Athletics and Leisure Ed.

This line item is lower due to not using as many independent contractors for programming.

424500 Car Allowance

This line item includes the car allowance for the Director.

Liability

441000 Liability

This line item includes expenses for Property, Liability, Workers Compensation, employment and pollution, unemployment INS, background checks, safety incentives, physicals, and drug screenings.

This line item is higher due to the PDRMA Liability increase.

442000 Audit

This line item includes expenses for Auditor fees based on the 2022 bid for three years of services. Increases gradually over the three-year contract.

This line has increased due to current bid prices.

442100 FICA

This line item includes expenses for FICA.

442200 IMRF

This line item includes expenses for IMRF.

Inclusion

450000 Inclusion Salaries and Inclusion Expenses

This line item includes expenses for Inclusion Aide support, Member Park District inclusion reimbursements, Behavior Specialist/Rover salary, training/orientation, and misc. supplies.

This line item was budgeted off PYE 2022.

The proposed budget for FY2023 will leave a deficit of **\$105,672.09**. To rectify this deficit staff will work to increase potential revenue sources and closely monitor expenses. If needed, L & A has recommended to staff, a general reserve transfer to balance the budget.

Capital Improvement Plan

The Capital Improvement Plan is a five year projection for annual capital Improvement project expenditures for FY2021 through FY2025.

FY2022 Budgeted ACP Analysis vs. Projected Year End

In reviewing the Capital Plan for budget year FY2022 compared to PYE and planning for FY 2023, the following expenses were incurred:

- Projects:
 - Hoffman Estates Construction (Vogelei House) spent \$120,705.30
 - Contingency for Vogelei House was not spent \$110,000
 - Safety Equipment \$14,736.65
 - Saving of \$1,236.55
 - Security Camera Project spent budgeted amount of \$4,211.62
 - ADA Transition plan spent budgeted amount of \$38,982.57
- Vehicle/Maintenance:
 - FY2021 Vehicle final payment and delivery of three vehicles in FY2022 in the amount of \$270,445.00
 - FY2022 Vehicle bid down payment for two vehicles with delivery in FY2023 in the amount of \$23,460.00
 - IDOT bus received in FY2021 vehicle wrapping costs \$3,000
- Technology/Hardware:
 - Computer (Lease Purchase):
 - FY2022 Budgeted \$34,667.32 – spent \$25,030.64
 - FY2023 Budgeted \$34,900 – additional computer replacements included in the approved IT infrastructure plan
 - Server:

- FY2023 – Server is nearing end of life – needs to be replaced budgeted \$28,000 for hardware
 - Technology Infrastructure:
 - FY2022 Budgeted and spent \$80,573.73
 - FY2023 Budgeted \$36,722.41 included in the approved IT infrastructure plan
 - IPads:
 - Budgeted \$2,500 – spent \$11,692.96 due delivery delays and not receiving in FY2021 (FY2021 carryover of \$9,192.96)
 - Budgeted \$2,500
 - Printer Lease:
 - Budgeted \$15,164.64 – spent \$15,080.64
 - Budgeted \$15,080.64 (2nd and 3rd floor copier)
 - Printer Replacements:
 - Budgeted \$2,200 - several nearing end of life – needs to be replaced
 - Finance System update:
 - Budgeted \$23,250 – new software for Financial needs (Finance system with Payroll)
- Building/Maintenance:
 - Hanover Park Maintenance:
 - Budgeted and spent \$9,936.00
 - Rolling Meadows Maintenance:
 - Budgeted \$27,000 – spent \$21,595
 - Mount Prospect Maintenance:
 - Budgeted and spent \$9,099
 - Wheeling Maintenance:
 - Budgeted and spent \$8,098.20
 - Buffalo Grove Cleaning:
 - Budgeted \$4,194 – spent \$3,896
 - Other Infrastructure:
 - Budgeted and spent \$1,810
 - Office Update:
 - Budgeted and spent \$38,720.82

Overall, the FY2022 in the Capital Improvement Plan was budgeted to spend \$949,536.43. Actual expenditures were \$701,074.13, leaving a carry over \$248,462.30.

For FY2023, staff recommends that of the \$248,462.30 carryover, \$110,000 be allocated to the Wheeling Greenhouse construction with the remainder of \$138,462.30 being allocated to the following:

- Some of inflation cost on the purchase of vehicles from FY2022
- server upgrade
- finance system upgrade

The proposed FY2023 Annual Capital Improvement Plan reflects a budgeted amount of \$856,860.60 which includes all the above in addition to \$109,826.65 needed for the remaining inflationary cost for the purchase of vehicles and vehicle wrapping.

Motion:

Finance Committee recommends the proposed FY2023 budget as presented to be presented to the NWSRA Board of Directors.

Line Item #	Description	Approved FY 2022 Budget	PYE 2022	Difference between FY2022 Budget and PYE 2022	Proposed FY2023 Budget	Difference between FY2022- Proposed FY2023
Income						
310000	Member District Assessments	4,320,307.35	3,456,245.89	864,061.46	4,320,307.35	0.00
320000	Program Fees	600,308.25	380,244.75	220,063.50	480,400.00	(119,908.25)
321000	Transportation - Door to Door	8,880.00	13,069.80	(4,189.80)	16,100.00	7,220.00
321100	Transportation - Pick up Points	34,605.00	21,834.42	12,770.58	26,596.00	(8,009.00)
340000	Non-Program Revenue	428,566.20	388,585.89	39,980.31	443,946.00	15,379.80
350000	SLSF Grant Contributions	218,500.00	101,196.67	117,303.33	297,303.33	78,803.33
360000	Sale of Fixed Assets	1,500.00	0.00	1,500.00	1,000.00	(500.00)
370000	Interest	10,000.00	46,163.00	(36,163.00)	50,000.00	40,000.00
380000	Revenue SLSF	500.00	298.03	201.97	500.00	0.00
Total Income		5,623,166.80	4,407,638.45	1,215,528.35	5,636,152.68	12,985.88
OPERATING EXPENSE						
Administration						
421000	Professional Fees	10,395.00	72,927.02	(62,532.02)	98,795.00	88,400.00
421100	Office Supplies	5,592.37	9,280.71	(3,688.34)	5,075.00	(517.37)
421150	Credit Card & Bank Fees	10,450.00	14,837.21	(4,387.21)	15,000.00	4,550.00
421200	Postage	7,600.00	7,955.82	(355.82)	3,600.00	(4,000.00)
421300	Telephone/Fax	20,000.00	20,911.73	(911.73)	23,789.50	3,789.50
421400	Conference/Education	59,780.00	50,034.32	9,745.68	60,185.64	405.64
421500	Memberships	27,547.00	26,093.27	1,453.73	19,914.05	(7,632.95)
421600	Health Insurance	432,488.67	390,295.79	42,192.88	446,763.96	14,275.29
421700	Maintenance/Utilities	55,449.44	55,696.95	(247.51)	61,428.23	5,978.79
421800	Rent	180,276.00	124,683.00	55,593.00	180,276.00	0.00
421900	Computer	169,325.91	238,994.27	(69,668.36)	160,724.09	(8,601.82)
Subtotal Administration Expenses		978,904.39	1,011,710.09	(32,805.70)	1,075,551.47	96,647.08
Program						
422100	Rental Municipal	38,673.97	30,726.69	7,947.28	31,059.00	(7,614.97)
422200	Rental Commercial	81,956.00	110,170.36	(28,214.36)	129,500.00	47,544.00
422300	Program Development	15,300.00	17,897.64	(2,597.64)	9,000.00	(6,300.00)
422400	Program Supplies	76,584.50	94,917.93	(18,333.43)	70,000.00	(6,584.50)
422500	Commercial Transportation	118,629.96	118,566.99	62.97	164,000.00	45,370.04
422600	Mileage	20,000.00	30,657.08	(10,657.08)	31,000.00	11,000.00
422700	Transportation Maintenance	76,823.80	89,098.56	(12,274.76)	78,500.00	1,676.20
422800	Gas/Tolls	82,300.00	74,116.90	8,183.10	85,500.00	3,200.00
422900	Printing	32,630.00	39,695.24	(7,065.24)	34,000.00	1,370.00
423100	Public Awareness/Subscriptions/Ads	19,249.76	61,961.07	(42,711.31)	23,737.95	4,488.19
Subtotal Program Expenses		562,147.99	667,808.46	(105,660.47)	656,296.95	94,148.96
Salary						
424100	Full-Time Salaries	2,463,053.95	1,839,412.15	623,641.80	2,482,473.49	19,419.54
424200	Part-Time Salaries	640,663.12	572,111.28	68,551.84	561,210.00	(79,453.12)
424300	Payroll Processing	1,780.00	10,755.72	(8,975.72)	1,780.00	0.00
424400	Independent Contractors	67,662.00	27,067.00	40,595.00	25,000.00	(42,662.00)
424500	Car Allowance	7,800.00	7,800.00	0.00	7,800.00	0.00
Subtotal Salary Expenses		3,180,959.07	2,457,146.15	723,812.92	3,078,263.49	(102,695.58)

Line Item #	Description	Approved FY 2022 Budget	PYE 2022	Difference between FY2022 Budget and PYE 2022	Proposed FY2023 Budget	Difference between FY2022- Proposed FY2023
Liabilities						
441000	Liabilities	67,800.00	77,179.36	(9,379.36)	83,384.93	15,584.93
442000	Audit	9,175.00	11,505.00	(2,330.00)	12,500.00	3,325.00
442100	FICA	282,010.71	236,338.53	45,672.18	276,230.52	(5,780.19)
442200	IMRF	248,603.55	190,216.13	58,387.42	130,706.26	(117,897.29)
	Subtotal Liabilities Expenses	607,589.26	515,239.02	92,350.24	502,821.71	(104,767.55)
Inclusion						
450000	Inclusion (Salary+ Expenses)	574,897.44	428,891.15	146,006.29	428,891.15	(146,006.29)
	Inclusion Salaries	522,367.44	400,062.95	122,304.49	400,062.95	(122,304.49)
	Inclusion Expenses	52,530.00	28,828.20	23,701.80	28,828.20	(23,701.80)
	Subtotal Inclusion Expenses	574,897.44	428,891.15	146,006.29	428,891.15	(146,006.29)
	Total Expenses	5,904,498.15	5,080,794.87	823,703.28	5,741,824.77	(162,673.38)
Budget Summary						
	Total Income	5,623,166.80	4,407,638.45		5,636,152.68	12,985.88
	Total Expenses	5,904,498.15	5,080,794.87		5,741,824.77	(162,673.38)
	Budgeted Profit/Loss	(281,331.35)	(673,156.42)		(105,672.09)	(149,687.50)
	Reserve Transfer	286,450.49	0.00			
	Budgeted Net Balance (+/-)	5,119.14	(673,156.42)			
Capital						
460001	Capital Projects	289,872.69	178,636.14	111,236.55	98,597.05	(191,275.64)
460002	Vehicles /Maintenance	427,900.00	296,905.00	130,995.00	463,740.00	35,840.00
460003	Technology / Hardware	132,905.72	132,377.97	527.75	142,653.05	9,747.33
460004	Building / Maintenance	98,858.02	93,155.02	5,703.00	151,870.60	53,012.58
	ACP FY2022	949,536.43	701,074.13	248,462.30	856,860.70	(92,675.73)

Capital Improvement Plan

Capital Areas	Capital Type	ACP 2022	Updated ACP 2022	ACP PYE 2022	ACP 2023	Update ACP 2023	ACP 2024	ACP 2025	ACP 2026	Total 5 year Capital Expenditure
Projects 460001	Hoffman Estates Construction Costs	0.00	103,900.00	103,900.00	0.00	0.00				
	Hoffman Estates Contingency Costs	0.00	110,000.00	0.00	0.00	0.00				
	Hoffman Estates Technology	16,805.30	16,805.30	16,805.30	0.00	0.00				
	Wheeling Green House	0.00	0.00	0.00	80,000.00	98,597.05				
	Safety Equipment	15,973.20	15,973.20	14,736.65	0.00	0.00				
	Security Camera Project	0.00	4,211.62	4,211.62	0.00	0.00				
	ADA Transition Plan	0.00	38,982.57	38,982.57	0.00	0.00				
Projects Total		32,778.50	289,872.69	178,636.14	80,000.00	98,597.05	0.00	0.00	0.00	529,988.00
Vehicles/Maintenance 460002	Fleet Name Bus Type - Year									
	501 26 passenger- accessible 2007						\$150,500.00			
	502 20 passenger- accessible 2006	\$105,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,500.00			
	503 20 passenger- accessible 2018									
	506 14 passenger- non-accessible 2006	\$0.00	\$89,400.00	\$91,915.00						
	507 26 passenger- accessible 2016								\$150,000.00	
	508 14 passenger- accessible, IDOT 2010									
	509 14 passenger- accessible 2011						\$120,300.00			
	510 14 passenger- accessible, IDOT 2016									
	511 14 passenger- accessible, IDOT 2017									
	512 14 passenger- accessible 2018									
	513 Minivan (6 passengers) 2008	\$0.00	\$84,100.00	\$86,615.00						
	514 14 passenger- accessible 2010				\$95,000.00	\$120,300.00				
	515 14 passenger- accessible, IDOT 2012									
	516 14 passenger- accessible 2012									
	518 14 passenger- accessible, IDOT 2008									
	519 14 passenger- accessible 2006	\$0.00	\$89,400.00	\$91,915.00						
	520 14 passenger- accessible 2008	\$82,500.00	\$82,500.00	\$11,730.00		\$108,570.00				
	521 14 passenger- accessible 2009	\$82,500.00	\$82,500.00	\$11,730.00		\$108,570.00				
	522 14 passenger- accessible 2011				\$80,000.00	\$120,300.00				
	523 14 passenger- accessible 2018									
	524 14 passenger- accessible 2017									
	525 14 passenger- accessible 2016							\$80,000.00		
	526 14 passenger- accessible, IDOT 2017									
	Gigabyte 14 passenger- accessible, IDOT 2021 - NEW			3,000.00						
	14 passenger- accessible NEW									
	14 passenger- accessible - NEW									
	14 passenger- accessible NEW							SLSF		
	14 passenger- accessible NEW							SLSF		
	Transit -Accessible NEW				SLSF					
	Maintenance Contingency					6,000.00		75,000.00	75,000.00	
Vehicles/Maintenance Total		270,500.00	427,900.00	296,905.00	175,000.00	463,740.00	421,300.00	155,000.00	225,000.00	1,179,200.00
Technology/Hardware 460003	Computer (lease / purchase)	34,667.32	34,667.32	25,030.64	34,900.00	34,900.00	34,900.00	34,900.00	19,000.00	
	Server	0.00	0.00	0.00	0.00	28,000.00	0.00	0.00	0.00	
	Tech Infrastructure	0.00	80,573.76	80,573.73	36,722.41	36,722.41	17,223.67	8,063.00	10,250.00	
	iPads	2,500.00	2,500.00	11,692.96	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
	Printer Lease	15,164.64	15,164.64	15,080.64	15,080.64	15,080.64	15,080.64	15,080.64	15,080.64	
	Printer replacements	0.00	0.00	0.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	
	Finance system update	0.00	0.00	0.00	0.00	23,250.00	0.00	0.00	0.00	
Technology/Hardware Total		52,331.96	132,905.72	132,377.97	91,403.05	142,653.05	71,904.31	62,743.64	49,030.64	408,404.42
Building/Maintenance 460004	Sites									
	RMCC - Storage & Office Space (Paid every 3 years)	0.00	0.00	0.00	51,000.00	51,000.00	0.00	0.00	51,000.00	
	Hanover Park Maintenance (Paid every 3 years)	0.00	9,936.00	9,936.00	0.00	0.00	9,936.00	0.00	0.00	
	HP Sensory Room Maintenance (every 3 years)	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	
	HP Sensory Garden Maintenance	0.00	0.00	0.00	4,000.00	4,000.00	0.00	0.00	0.00	
	Rolling Meadows Maintenance (Paid for needs)	6,000.00	27,000.00	21,595.00	0.00	0.00	0.00	0.00	0.00	
	RM Sensory Room (every 3 years)	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	
	RM Dream Lab	0.00	0.00	0.00	4,276.00	4,276.00	8,939.00	0.00	0.00	
	Mount Prospect Maintenance (Paid every 3 years)	9,099.00	9,099.00	9,099.00	0.00	0.00	0.00	9,099.00	0.00	
	MP Sensory Room (every 3 years)	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	
	Wheeling Maintenance (Paid every 3 years)	8,098.20	8,098.20	8,098.20	0.00	0.00	0.00	8,098.20	0.00	
	WH Sensory Room (every 3 years)	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	
	Buffalo Grove Cleaning	4,194.00	4,194.00	3,896.00	4,194.00	3,896.00	3,896.00	3,896.00	4,194.00	
	BG Sensory Room (every 3 years)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	
	Hoffman Estates Maintenance (Paid every 3 years)	0.00	0.00	0.00	12,698.60	12,698.60	0.00	0.00	12,698.60	
	Fire Box (Being evaluated for replacement)	0.00	0.00	0.00	30,000.00	30,000.00	0.00	0.00	0.00	
	HVAC (6 RTU being evaluated for replacement)	0.00	0.00	0.00	5,000.00	5,000.00	12,500.00	12,500.00	12,500.00	
	Other infrastructure	1,810.00	1,810.00	1,810.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
	Office Update*	3,600.00	38,720.82	38,720.82	35,000.00	35,000.00	35,000.00	32,358.00	21,000.00	
Building/Maintenance Total		32,801.20	98,858.02	93,155.02	152,168.60	151,870.60	74,271.00	69,951.20	109,392.60	416,138.00
Annual Totals		388,411.66	949,536.43	701,074.13	498,571.65	856,860.70	567,475.31	287,694.84	383,423.24	2,533,730.42



Preliminary Notice of Illinois Municipal Retirement Fund Contribution Rate for Calendar Year 2023

Date April 2022

Employer name NORTHWEST SPEC REC ASSN

Employer No. 05436

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

Your IMRF contribution rates on all earnings paid to IMRF members and employer rate in the 2023 calendar year are as follows:

IMRF Contributions	
Regular	
Member Contributions (tax-deferred)	4.50%
Employer Contributions	
• Retirement Rate	
Normal Cost	4.56%
Funding Adjustment <over> under	< 1.53%>
Net Retirement Rate	3.03%
• Other Program Benefits	
Death.....	0.07%
Disability.....	0.10%
Supplemental Benefit Payment.....	0.62%
Early Retirement Incentive	0.00%
• TOTAL EMPLOYER RATE	3.82%

The Final Notice of IMRF Contribution Rates for Calendar Year 2023 will be posted in November 2022. If you have any questions regarding this preliminary rate notice, please contact the IMRF Employer Account Analyst at 1-800-ASK-IMRF.



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

**NWSRA
Board Meeting Schedule - Calendar Year 2023
Northwest Special Recreation Association**

December 7, 2022	Annual Meeting – Public Hearing for FY 2023 Budget (Second Wednesday)
January 18, 2023	Year in Review (Third Wednesday due to IPRA Conference)
March 15, 2023	(Third Wednesday)
May 24, 2023	(Fourth Wednesday)
July 26, 2023	(Fourth Wednesday)
September 27, 2023	(Fourth Wednesday)
November 15, 2023	(Third Wednesday) – Due to the Thanksgiving Holiday
December 13, 2023	Annual Meeting – Public Hearing for FY 2024 Budget (Second Wednesday) – Held at Chandlers, Schaumburg, IL

NOTE: The Executive Committee 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 a 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 6 Finance Committee – May 24 (9:30 am) & October 27

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

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

Date: November 16, 2022
To: NWSRA, Board of Directors
From: Tracey Crawford
Re: SLSF Member Park District Event Sponsorship

Event sponsorship has always been a powerful marketing tool and essential part of any event. Sponsorship is mutually beneficial and builds relationships that benefit the organizations involved as well as the community. Event sponsorship represents one of the core purposes of every event - the community contribution.

SLSF has been providing sponsorship to Member Park Districts since 2017. Through continued sponsorship of Member Park District events, NWSRA and SLSF hope to reinforce the team environment, while acknowledging and saying, "thank you", for all that our Member Park Districts do for NWSRA participants, families and staff.

The following Member Park District events were supported by Special Leisure Services Foundation in 2022:

Prospect Heights Park District, Block Party
Hanover Park Park District, Fall Fun Fest
Inverness Park District, Concert in the Park
Rolling Meadows Park District, Spooky Story Path
South Barrington Park District, Santa Landing

The following Member Park District events, will be supported by Special Leisure Services Foundation in 2023:

Arlington Heights Park District
Bartlett Park District
Mt. Prospect Park District
Palatine Park District
River Trails Park District
Wheeling Park District

Special Leisure Services Foundation Member Park District Event Sponsorship

Park District	2017	2018	2019	2020	2021	2022	2023
Arlington Heights	X	X	X	X			X
Bartlett	X	X	X	X			X
Buffalo Grove					X		
Elk Grove					X		
Hanover Park	X	X	X			X	
Hoffman Estates		X	X			X	
Inverness						X	
Mount Prospect							X
Palatine							X
Prospect Heights						X	
River Trails							X
Rolling Meadows						X	
Salt Creek					X		
Schaumburg					X		
Streamwood			X		X		
South Barrington						X	
Wheeling		X	X				X

XII. Action as a result of Closed Session

[Return to home](#)

**NORTHWEST SPECIAL RECREATION ASSOCIATION
RESOLUTION NO. R2022-2**

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

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

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

1. The foregoing preambles to this Resolution are hereby incorporated by this reference in, and made a part of, this Resolution.

2. The Agency Board, having met periodically but not less than semiannually to review all previously unreleased closed session meeting minutes, hereby determines as of the date of this resolution that the following sets of closed session minutes, or portions thereof, no longer require confidential treatment and are available for public inspection:

- A.
- B.
- C.

3. The Agency Board hereby further determines that the need for confidentiality still exists as to all closed session minutes, or portions thereof, not listed in Section 2 above, and the same shall not be released for public inspection.

4. This Resolution shall be in full force and effect from and after its adoption as provided by law.

Adopted this 16th day of November 2022, by roll call vote as follows:

AYES:

NAYS:

ABSENT:

Christina Ferraro,
Chair, Board of Trustees

ATTEST:

Tracey Crawford, Recording Secretary
Board of Trustees

STATE OF ILLINOIS)
)
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

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

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

A RESOLUTION DETERMINING THE CONFIDENTIALITY OF CLOSED SESSION MINUTES

adopted at a duly called Regular Meeting of the Board of Trustees of Northwest Special Recreation Association held at Park Central, 3000 W. Central Road, Rolling Meadows, IL at 10:30 a.m. on this 16th day of November, 2022.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Agency Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereto affix my official signature and the seal of said Northwest Special Recreation Association at Rolling Meadows, Illinois, this 16th day of November, 2022, 2022.

Tracey Crawford

[SEAL]