



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

September 23, 2020
10:30 a.m. Virtual Board Meeting
<https://us02web.zoom.us/j/81930453774>
Call in number: 1 (312) 626-6799
Meeting ID: 819 3045 3774

Agenda

- I. Call to Order
Roll Call

- II. Introduction of Guests
 - A. Mackenzie Ireland - 5 year longevity
 - B. Andrea Griffin – 15 year longevity
 - C. Lily Moser – Intern
 - D. Stephanie Habel – Intern
 - E. Laura Bernard Sandt - Intern

- III. Public Comment

- IV. Approval of Agenda

- V. Approval of Consent Agenda – Pages 3-60
 - A. Approval of Minutes – July 22, 2020
 - B. NWSRA Financial Reports – August 31, 2020
 - 1. PFM Account Statement
 - 2. NWSRA & SLSF Organizational Cash Overview
 - 3. NWSRA Budget vs. Actual
 - 4. SLSF Budget vs. Actual
 - 5. NWSRA Balance Sheets
 - 6. SLSF Balance Sheets
 - 7. Benjamin F Edwards Account Statement
 - C. Warrant:
 - 1. #8 dated August 31, 2020 - \$243,083.41
 - 2. #9 dated September 23, 2020 - \$43,824.24
 - D. Bi-Weekly Payroll:
 - 1. Pay Period Ending – 7/17/20 \$82,648.08
 - 2. Pay Period Ending – 7/31/20 \$84,281.73
 - 3. Pay Period Ending – 8/14/20 \$78,778.97
 - 4. Pay Period Ending – 8/28/20 \$73,577.63
 - 5. Pay Period Ending – 9/11/20 \$77,984.63
 - E. ADA Compliance Projects:
 - 1. Mount Prospect – Various Parks – Mulch - \$20,000.00
 - 2. Hoffman Estates - South Ridge Park - \$292,438
 - a. Lavatories & sinks - \$9,000
 - b. Fishing Pier - \$9,838
 - c. Benches - \$5,100
 - d. Walking Path - \$108,000
 - e. Sidewalks, Ramps and Parking - \$110,200

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

f. Fall Surface - \$50,300

- VI. Correspondence
 - A. Written
 - B. Oral
- VII. Staff Reports – Pages – 61-66
 - A. Program Report
 - B. Marketing and P/R Report
 - C. SLSF Report
 - D. Directors Report - Oral
- VIII. Old Business – Pages – 67-70
 - A. NWSRA Project Updates
 - 1. Community Sensory Garden at Hanover Park
 - B. NWSRA Programming Space 4 & 5– Wheeling and Buffalo Grove Update – Oral Report
 - C. COVID-19 Update
 - D. 2021 Member District Annual Assessment Approval
 - E. Other
- IX. New Business – Pages – 71-86
 - A. Postponement of Printing RFQ
 - B. NWSRA 2nd and 3rd Floor Copier RFQ
 - C. Other
- X. Information/Action Items – Pages – 87-90
 - A. Other/Misc.
- XI. Closed Session
- XII. Action as a result of Closed Session
- XIII. Adjournment



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



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

V. Consent Agenda

[Return to Home](#)

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD VIA VIRTUAL BOARD MEETING, <https://us02web.zoom.us/j/83891039567>
CALL IN NUMBER: 1(312) 626-6799, MEETING ID: 838 9103 9567
ON THE 22nd DAY OF JULY, 2020 AT 10:30 A.M.**

Chairman Risinger called the meeting to order at 10:35 a.m. Recording Secretary Jessica 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; 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 Romjeko, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, Barrington Park District; Jeff Janda, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Robert Dowling

Ben Curcio arrived at 10:42 am

Also present: Tracey Crawford, Executive Director Crawford; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Cathy Splett, Superintendent of Development; Miranda Woodard, Accounting Manager; and Jessica Vasalos, Administrative Manager as recording secretary

Public Comment

None

Approval of Agenda

Chairman Risinger asked for a motion to approve the amended agenda dated July 22, 2020. Trustee Janda made the motion and Trustee O'Brien seconded the motion. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Approval of Consent Agenda

Chairman Risinger called for a motion to approve the Consent Agenda of May 27, 2020. Trustee Janda made the motion and Trustee Fullerton seconded the motion to approve the Consent Agenda dated May 27, 2020. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Correspondence

1. Donation from Micki and Ron Coppel to SLSF for the NWSRA Programming during the Pandemic Stay at Home Order.
2. Email from Al Crook SLSF Board Member acknowledging Juneteenth at Zurich North America.
3. Email from Senator Dick Durbin, thanking NWSRA for contacting his office regarding protections (PPE) for essential workers during COVID-19.
4. Thank you card email from staff member Jordan Ross for the arrangement sent in memory of his grandfather.

Staff Reports

Staff reports were included in the packet. Superintendents Griffin, Selders and Splett reported on their departments. No questions were raised. Superintendent Negrillo and Accounting Manager Woodard reported the 2nd Quarter Financials. Superintendent Hubsch and Executive Director Crawford reported on the status of 2nd Quarter Goals as well as the Trustees Work Plan.

Old Business

Project Updates

Superintendent Griffin informed the Board that the sensory garden has been planted and it looks amazing. On the final stages, and reaching out to some garden clubs to see if they would be interested in planting while observing social distancing. Participants are utilizing the garden space, watering, and weeding. We do have a participant utilizing the sensory garden as part of his therapy. Executive Director Crawford recognized the donation of plants from the Elk Grove Park District, which were planted in the sensory garden.

The Wheeling Programming Space as well as the Buffalo Grove Programming Space are being used for social distance programming and camp. Superintendent Griffin outlined reactions of participants to the new spaces.

COVID Update

Executive Director Crawford and all the Superintendents reviewed the COVID Update Presentation with the Board. No questions were raised.

New Business

MDAA

Executive Director Crawford presented and explained the Member District Annual Assessment Packet for FY2021. Overall Member Districts will see an increase in their Equalized Assessed Valuations (EAV) for 2021. Executive Director Crawford reminded the Board that the Handicapped Accessible Fund is a completely separate levy and fund from their Operating Fund

and can only be levied if you are a member of an SRA. The funds can only be used to support assessments, Inclusion, ADA compliance projects, and program and services for individuals with disabilities in their communities. The assessments are calculated using a formula of 75% Equalized Assessed Valuation and 25% Gross Population with a 2% ceiling and a 2% floor. Executive Director Crawford went through the MDAA Packet pointing out the EAV increase to each district and taking extra time to explain the 2021 Special Recreation Fund Recommendations Page. This page was updated to include definitions to explain each column and its specific use. Executive Director Crawford would like to amend the Bi-Laws to reflect these definitions for a more detailed definition of use for member districts to follow now and in the future. It was explained Member Districts may charge this fund for the NWSRA use of their facility space. For example, if NWSRA holds a Zumba Class in their multipurpose room, they can charge their Handicapped Accessible Fund the amount they would lose because NWSRA is using that multipurpose room. She further explained that this type of disbursement does not have to be submitted to the Board for approval as an ADA Compliance Project because it is already approved when the Board approves the NWSRA budget and is clearly outlined as a service for individuals with disabilities in the statute.

Trustee Clark asked if he could transfer those funds from his Handicapped Accessible Fund to his Operating Fund? Executive Director Crawford replied, yes. Trustee Talsma then further explained that his district does an immediate transfer of the designated amount outlined in the document to payback Hoffman Estates for the use of any facilities. He disburses these funds to four of his Funds. Trustee LaFrenere asked if the 1% increase was actually necessary, and since long term ramifications have not been fully equated yet due to COVID. Executive Director Crawford explained that NWSRA has been working on a very tight month to month COVID budget and has made all possible cuts. Staff salaries have been frozen and a hiring freeze (down 7 full time salaries, 2 regular part time office staff as well as the approximate 200 part time staff) has been put in place excluding any Inclusion needs that can not be covered by full time employees. NWSRA has to be prepared to run full programs, hire staff and run transportation loads as soon as the go ahead from the State and CDC is given. Executive Director Crawford asked if all the districts will be accepting the increase in the EAV from the County Assessor's Office for 2021 and wanted to make sure that they considered that when approving the MDAA for 2021? Some additional discussion was had with Trustee's Talsma and LaFrenere about revisiting the formula that does the calculations and Trustee Fullerton and Trustee LaFrenere more comfortable with an even distribution, indicating it would be hard to present an increase to her Board. Trustee Fletcher interjected and reminded the Board that when Bartlett was to pay a large increase and Arlington Heights was to pay a smaller portion, she raised the same concern and was informed that that is the way the formula works and eventually everyone would receive an increase or a decrease in their contribution. Therefore, Trustee Fletcher reminded the Board, this year it is the way the formula worked out. She also indicated that this conversation is not due to COVID shortfalls and it should not be an issue. Trustee Curcio also indicated that he has concern about the taxes themselves not being paid on time, which could hurt Districts.

Executive Director Crawford reminded the Board that she laid out different MDAA payment plans allowing districts to delay or increase the number of installment payments to be sensitive to this possible issue for 2021. She also reminded the Board that the funds in the Handicapped Accessible Fund can only be used for specific identified uses and does not affect their Operating Funds. Trustee Talsma indicated that he foresees NWSRA having a large net of

money at fiscal year end due to the tremendous cost cutting that has been done and does not see that NWSRA will need the additional \$43,000 resulting in a 1% increase in MDAA. Trustee Clark asked if not passing the 1% will have how much of an impact on the operations for the next fiscal year? Executive Director Crawford responded that it would be hard to say at this time because of the intense COVID restrictions and freeze in all spending and hiring. Part time staff would need to be brought back, the fleet would need to be brought back and ready and she can not stop inclusion needs. Trustee Clark then asked if it would be possible to bill for inclusion outside of the MDAA for this FY. Trustee Talsma completely disagreed sighting the estimated budget net at year end. He also indicated that NWSRA can ask for the \$43,000 again if needed during the year. Executive Director Crawford asked the Board, if they would approve a 0% increase. Trustee Risinger then indicated this would still create an increase for some districts. Which Trustee Talsma clarified that it would raise all Districts above a 14.3% EAV increase and lower all Districts below a 14.3% increase. Trustee Clark wanted the record to reflect this increase is not due to need but the increase in EAV. He also wanted the minutes to reflect that a shortfall of \$43,000 can be brought to the Board if needed and can be paid and distributed by all districts.

Chairman Risinger called for a motion to approve the MDAA at 0%. Trustee Talsma made the motion and Trustee Janda seconded the motion. Upon roll being called, the vote was as follows:

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

NAY: None

OBSTAIN: Rita Fletcher

The motion carried.

Executive Director Crawford indicated to the Board that any savings showed at the end of the year will be kept and not moved into reserve accounts to start the beginning of next year. The Board agreed.

Chairman Risinger called for a motion to approve the MDAA at 0% to be brought to their perspective Board for approval by resolution no later than August 30, 2020. Trustee O'Brien made the motion and Trustee Fullerton seconded the motion. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

FSA Plan Update Resolution R2020-4

Superintendent Negrillo informed the Board of FSA plan changes due to IRS Standard Updates due to COVID-19. There were no questions.

Chairman Risinger called for a motion to approve Resolution R2020-4. Trustee Fahnstrom moved the motion and Trustee O'Brien seconded the motion. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Surplus Ordinance O2020-2

Superintendent Selders reviewed the Surplus Ordinance before the Board. There were no questions.

Chairman Risinger called for a motion to approve Surplus Ordinance O2020-2. Trustee Fullerton moved the motion and Trustee Romejko seconded the motion. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Action as a result of Closed Session

NONE

Adjournment

After no further business, Chairman Risinger called for a motion to adjourn. Trustee Fahnstrom made the motion and Trustee Fullerton seconded the motion to adjourn the July 22, 2020, Board meeting at 12:20 p.m. Upon roll being called, the vote was as follows:

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

NAY: None

The motion carried.

Secretary



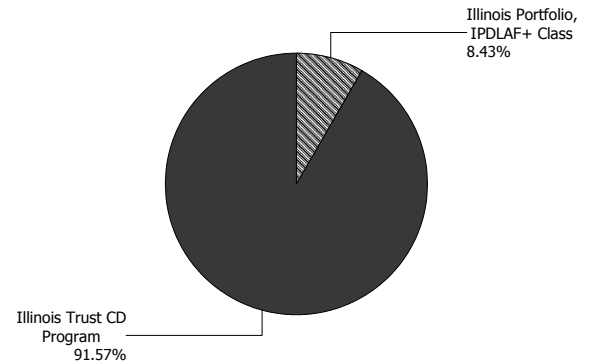
Account Statement - Transaction Summary

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

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	14,981.97
Purchases	112,656.77
Redemptions	(187.23)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$127,451.51
Cash Dividends and Income	2.30
Illinois Trust CD Program	
Opening Market Value	1,494,000.00
Purchases	0.00
Redemptions	(110,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,384,000.00
Cash Dividends and Income	2,654.47

Asset Summary		
	July 31, 2020	June 30, 2020
Illinois Portfolio, IPDLAF+ Class	127,451.51	14,981.97
Illinois Trust CD Program	1,384,000.00	1,494,000.00
Total	\$1,511,451.51	\$1,508,981.97
Asset Allocation		





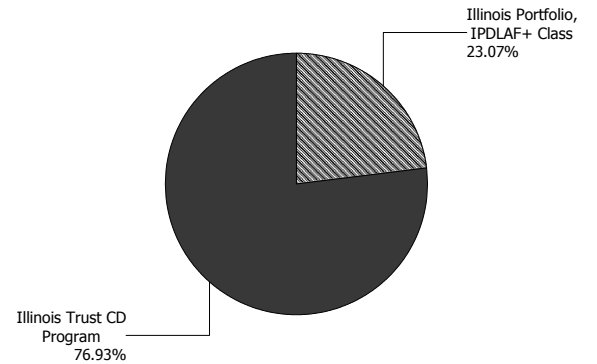
Account Statement - Transaction Summary

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

NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	127,451.51
Purchases	222,056.79
Redemptions	(197.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$349,311.30
Cash Dividends and Income	3.32
Illinois Trust CD Program	
Opening Market Value	1,384,000.00
Purchases	0.00
Redemptions	(219,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$1,165,000.00
Cash Dividends and Income	3,053.47

Asset Summary		
	August 31, 2020	July 31, 2020
Illinois Portfolio, IPDLAF+ Class	349,311.30	127,451.51
Illinois Trust CD Program	1,165,000.00	1,384,000.00
Total	\$1,514,311.30	\$1,511,451.51
Asset Allocation		



NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW JULY 31, 2020

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	BSN CHECKING (Village Bank & Trust)	130,202	355,307	485,509
	OPER/MMA (Village Bank & Trust)	1,802,023	50,849	1,852,872
	IPDLAF	63,019	-	63,019
	FLEX SPENDING CHECKING	9,438	-	9,438
	CASH BANKS	-	-	-
	TOTAL	<u>\$ 2,005,182</u>	<u>\$ 406,306</u>	<u>\$ 2,411,488</u>
<u>RESERVES: INVESTMENTS</u>				
	BF EDWARDS	\$ -	\$ 1,052,569	\$ 1,052,569
	PFM Asset Management	1,511,452	-	1,511,452
	TOTAL	<u>\$ 1,511,452</u>	<u>\$ 1,052,569</u>	<u>\$ 2,564,021</u>
<u>RESERVES:</u>				
	<u>OPERATING</u>			
	MAX SAFE 1 (Village Bank & Trust)	\$ 1,505,175		\$ 1,505,175
	<u>CAPITAL</u>			
	MAX SAFE 2 (Village Bank & Trust)	474,239		474,239
	TOTAL	<u>\$ 1,979,414</u>		<u>\$ 1,979,414</u>
<u>TOTAL CASH & RESERVES</u>				
	July 31, 2020	<u>\$ 5,496,047</u>	<u>\$ 1,458,875</u>	<u>\$ 6,954,923</u>
 <u>TOTAL CASH & RESERVES</u>				
	July 31, 2019			
	CASH	\$ 2,176,356	\$ 364,968	\$ 2,541,324
	RESERVES - OPER	1,483,487		\$ 1,483,487
	RESERVES - CAP	467,406		\$ 467,406
	RESERVES - INVEST	1,710,949	1,185,023	\$ 2,895,972
		<u>\$ 5,838,198</u>	<u>\$ 1,549,991</u>	<u>\$ 7,388,189</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW AUGUST 31, 2020

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
BSN CHECKING (Village Bank & Trust)	159,236	371,131	530,367
OPER/MMA (Village Bank & Trust)	1,951,656	50,850	2,002,506
IPDLAF	56,960	-	56,960
FLEX SPENDING CHECKING	7,506	-	7,506
CASH BANKS	-	2,115	2,115
TOTAL	<u>\$ 2,175,858</u>	<u>\$ 424,246</u>	<u>\$ 2,600,104</u>
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS	\$ -	\$ 1,086,273	\$ 1,086,273
PFM Asset Management	1,514,311	-	1,514,311
TOTAL	<u>\$ 1,514,311</u>	<u>\$ 1,086,273</u>	<u>\$ 2,600,584</u>
<u>RESERVES:</u>			
<u>OPERATING</u>			
MAX SAFE 1 (Village Bank & Trust)	\$ 1,505,379		\$ 1,505,379
MAX SAFE 2 (Village Bank & Trust)	474,304		474,304
TOTAL	<u>\$ 1,979,683</u>		<u>\$ 1,979,683</u>
<u>TOTAL CASH & RESERVES</u>			
August 31, 2020	<u>\$ 5,669,852</u>	<u>\$ 1,510,519</u>	<u>\$ 7,180,371</u>
 <u>TOTAL CASH & RESERVES</u>			
August 31, 2019			
CASH	\$ 1,783,380	\$ 390,942	\$ 2,174,322
RESERVES - OPER	1,486,473		\$ 1,486,473
RESERVES - CAP	468,347		\$ 468,347
RESERVES - INVEST	1,716,643	1,177,390	\$ 2,894,033
	<u>\$ 5,454,843</u>	<u>\$ 1,568,332</u>	<u>\$ 7,023,175</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
 BUDGET VS ACTUAL and CASH BALANCE

JULY 31, 2020

**(A) BUDGET
 VS ACTUAL**

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	654,353	933,119	278,766	447,244	327,942	(119,302)	207,109	605,176	398,067
February	441,027	204,336	(236,691)	483,907	363,031	(120,876)	(42,879)	(158,695)	(115,816)
March	833,725	210,011	(623,714)	494,743	302,123	(192,620)	338,982	(92,112)	(431,094)
April	470,775	184,446	(286,330)	536,656	263,855	(272,800)	(65,880)	(79,410)	(13,529)
May	1,137,649	732,049	(405,601)	478,076	262,807	(215,269)	659,573	469,242	(190,331)
June	691,609	441,629	(249,980)	543,088	293,764	(249,325)	148,521	147,866	(655)
July	82,629	325,285	242,656	570,684	692,832	122,148	(488,055)	(367,547)	120,508
August	390,698		(390,698)	692,406		(692,406)	(301,708)	0	301,708
September	175,943		(175,943)	498,575		(498,575)	(322,632)	0	322,632
October	666,706		(666,706)	554,571		(554,571)	112,135	0	(112,135)
November	493,824		(493,824)	558,390		(558,390)	(64,566)	0	64,566
December	236,569		(236,569)	499,853		(499,853)	(263,285)	0	263,285
TOTAL YTD	4,311,768	3,030,874	(1,280,894)	3,554,398	2,506,354	(1,048,044)	757,371	524,521	(232,850)

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	5,182,193	605,176	(83,823)	(208,139)	1,650 a.	5,497,057
February	5,497,057	(158,695)	0	4,082	1,255 a.	5,343,698
March	5,343,698	(92,112)	0	4,082	1,836 a.	5,257,504
April	5,257,504	(79,410)	0	4,082	(753) a.	5,181,423
May	5,181,423	469,242	0	3,976	(10,223) a.	5,644,418
June	5,644,418	147,866	0	0	54,257 a.	5,846,541
July	5,846,541	(367,547)	0	61	14,601 a.	5,493,656
August	5,493,656	0			a.	5,493,656
September	5,493,656	0			a.	5,493,656
October	5,493,656	0			a.	5,493,656
November	5,493,656	0			a.	5,493,656
December	5,493,656	0			a.	5,493,656

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

NORTHWEST SPECIAL RECREATION ASSOCIATION
 BUDGET VS ACTUAL and CASH BALANCE

AUGUST 31, 2020

(A) BUDGET
 VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	654,353	933,119	278,766	447,244	327,942	(119,302)	207,109	605,176	398,067
February	441,027	204,336	(236,691)	483,907	363,031	(120,876)	(42,879)	(158,695)	(115,816)
March	833,725	210,011	(623,714)	494,743	307,203	(187,540)	338,982	(97,192)	(436,174)
April	470,775	184,446	(286,330)	536,656	263,694	(272,961)	(65,880)	(79,249)	(13,368)
May	1,137,649	732,049	(405,601)	478,076	281,379	(196,697)	659,573	450,670	(208,904)
June	691,609	441,629	(249,980)	543,088	293,764	(249,325)	148,521	147,866	(655)
July	82,629	325,285	242,656	570,684	669,298	98,615	(488,055)	(344,014)	144,041
August	390,698	426,859	36,161	692,406	259,354	(433,052)	(301,708)	167,504	469,213
September	175,943		(175,943)	498,575		(498,575)	(322,632)	0	322,632
October	666,706		(666,706)	554,571		(554,571)	112,135	0	(112,135)
November	493,824		(493,824)	558,390		(558,390)	(64,566)	0	64,566
December	236,569		(236,569)	499,853		(499,853)	(263,285)	0	263,285
TOTAL YTD	4,702,466	3,457,733	(1,244,733)	4,246,804	2,765,666	(1,481,138)	455,662	692,067	236,405

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	5,182,193	605,176	(83,823)	(208,139)	1,650 a.	5,497,057
February	5,497,057	(158,695)	0	4,082	1,255 a.	5,343,698
March	5,343,698	(97,192)	0	4,082	6,916 a.	5,257,504
April	5,257,504	(79,249)	0	4,082	(914) a.	5,181,423
May	5,181,423	450,670	0	3,976	8,349 a.	5,644,418
June	5,644,418	147,866	0	0	54,257 a.	5,846,541
July	5,846,541	(344,014)	0	61	(8,932) a.	5,493,656
August	5,493,656	167,504	0	(61)	5,483 a.	5,666,583
September	5,666,583	0			a.	5,666,583
October	5,666,583	0			a.	5,666,583
November	5,666,583	0			a.	5,666,583
December	5,666,583	0			a.	5,666,583

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

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

SEVEN MONTHS ENDING JULY 31, 2020

	<u>2020</u>			<u>2019</u> <u>PRIOR YR ACTUAL</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER</u> <u>(UNDER)</u>	
<u>REVENUE</u>				
GRANTS	56,083	49,389	6,695	\$ 206,908
RESTRICTED FUNDRAISING	11,261	43,450	(32,189)	34,161
RESTRICTED DONATIONS	3,942	8,083	(4,141)	4,700
UNRESTRICTED FUNDRAISING	56,098	111,025	(54,927)	105,893
UNRESTRICTED DONATIONS	37,938	43,867	(5,928)	31,194
INVESTMENT TRANSFER	<u>0</u>	<u>310,000</u>	<u>(310,000)</u>	<u>0</u>
TOTAL REVENUE	<u>165,324</u>	<u>565,814</u>	<u>(400,490)</u>	<u>\$ 382,856</u>
<u>EXPENDITURES</u>				
ADMINISTRATION	14,375	30,999	(16,624)	\$ 22,426
RESTRICTED FUNDRAISING	935	5,740	(4,805)	5,951
UNRESTRICTED FUNDRAISING	27,192	43,470	(16,278)	34,390
GRANTS GIVEN	<u>124,537</u>	<u>252,788</u>	<u>(128,252)</u>	<u>140,979</u>
TOTAL EXPENSES	<u>167,039</u>	<u>332,997</u>	<u>(165,959)</u>	<u>\$ 203,746</u>
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	<u>(1,716)</u>	<u>232,816</u>	<u>(234,531)</u>	<u>\$ 179,110</u>
<u>INVESTMENT INCOME (LOSS)</u>				
	16,094	1,021	15,073	104,819
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	<u>\$ 14,379</u>	<u>\$ 233,837</u>	<u>\$ (219,458)</u>	<u>\$ 283,930</u>

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

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

JULY 31, 2020

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	32,896	30,397	(2,499)	8,279	7,300	(979)	24,617	23,097	(1,520)
February	46,429	(6,409)	(52,838)	12,754	24,066	11,312	33,675	(30,475)	(64,150)
March	21,789	(61,976)	(83,766)	82,659	54,029	(28,630)	(60,870)	(116,005)	(55,135)
April	180,918	69,343	(111,575)	36,034	190	(35,845)	144,884	69,153	(75,731)
May	50,283	35,590	(14,693)	130,013	1,232	(128,780)	(79,730)	34,358	114,087
June	35,701	52,034	16,332	39,154	4,720	(34,434)	(3,453)	47,313	50,766
July	198,818	62,440	(136,378)	24,104	75,502	51,397	174,714	(13,062)	(187,776)
August	52,988		(52,988)	25,015		(25,015)	27,973	0	(27,973)
September	55,548		(55,548)	25,191		(25,191)	30,357	0	(30,357)
October	36,848		(36,848)	182,558		(182,558)	(145,710)	0	145,710
November	47,628		(47,628)	94,414		(94,414)	(46,786)	0	46,786
December	26,568		(26,568)	118,873		(118,873)	(92,304)	0	92,304
TOTAL YTD	566,835	181,418	(385,417)	332,997	167,039	(165,959)	233,837	14,379	(219,458)

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

SPECIAL LEISURE SERVICES FOUNDATION
 BUDGET VS ACTUAL - SUMMARY BY TYPE
 EIGHT MONTHS ENDING AUGUST 31, 2020

	<u>2020</u>			<u>2019</u> <u>PRIOR YR ACTUAL</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER</u> <u>(UNDER)</u>	
<u>REVENUE</u>				
GRANTS	61,167	56,861	4,306	\$ 208,517
RESTRICTED FUNDRAISING	18,781	53,750	(34,969)	42,487
RESTRICTED DONATIONS	3,942	9,667	(5,724)	6,058
UNRESTRICTED FUNDRAISING	75,652	138,595	(62,944)	132,280
UNRESTRICTED DONATIONS	41,655	49,783	(8,128)	35,273
INVESTMENT TRANSFER	0	310,000	(310,000)	0
TOTAL REVENUE	<u>201,197</u>	<u>618,656</u>	<u>(417,459)</u>	<u>\$ 424,615</u>
<u>EXPENDITURES</u>				
ADMINISTRATION	15,622	35,011	(19,389)	\$ 24,631
RESTRICTED FUNDRAISING	3,149	11,665	(8,516)	10,085
UNRESTRICTED FUNDRAISING	27,387	43,548	(16,161)	34,764
GRANTS GIVEN	140,207	267,788	(127,582)	152,105
TOTAL EXPENSES	<u>186,364</u>	<u>358,013</u>	<u>(171,649)</u>	<u>\$ 221,585</u>
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	<u>14,833</u>	<u>260,643</u>	<u>(245,810)</u>	<u>\$ 203,030</u>
<u>INVESTMENT INCOME (LOSS)</u>	<u>49,751</u>	<u>1,167</u>	<u>48,584</u>	<u>97,568</u>
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	<u>\$ 64,584</u>	<u>\$ 261,810</u>	<u>\$ (197,225)</u>	<u>\$ 300,598</u>

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

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

AUGUST 31, 2020

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	32,896	30,397	(2,499)	8,279	7,300	(979)	24,617	23,097	(1,520)
February	46,429	(6,409)	(52,838)	12,754	24,066	11,312	33,675	(30,475)	(64,150)
March	21,789	(61,976)	(83,766)	82,659	54,029	(28,630)	(60,870)	(116,005)	(55,135)
April	180,918	69,343	(111,575)	36,034	190	(35,845)	144,884	69,153	(75,731)
May	50,283	35,590	(14,693)	130,013	1,232	(128,780)	(79,730)	34,358	114,087
June	35,701	52,034	16,332	39,154	4,720	(34,434)	(3,453)	47,313	50,766
July	198,818	62,440	(136,378)	24,104	75,502	51,397	174,714	(13,062)	(187,776)
August	52,988	69,530	16,542	25,015	19,325	(5,690)	27,973	50,205	22,232
September	55,548	(55,548)	25,191			(25,191)	30,357	0	(30,357)
October	36,848	(36,848)	182,558			(182,558)	(145,710)	0	145,710
November	47,628	(47,628)	94,414			(94,414)	(46,786)	0	46,786
December	26,568	(26,568)	118,873			(118,873)	(92,304)	0	92,304
TOTAL YTD	619,823	250,948	(368,874)	358,013	186,364	(171,649)	261,810	64,584	(197,225)

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

Northwest Special Recreation Association

09/15/20

Balance Sheet

Accrual Basis

As of July 31, 2020

	<u>Jul 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Govt Ckg II - Flex Spending	9,437.75
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	132,524.01
10700 · IPDLAF+	63,018.82
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,384,000.00
11200 · PFM Investments Hold Account - Other	127,451.51
Total 11200 · PFM Investments Hold Account	<u>1,511,451.51</u>
11500 · VB&T Operating/MM Account	1,799,701.23
11650 · MAX SAFE 1 (Village Bank&Trust)	1,505,174.98
11660 · MAX SAFE 2 (Village Bank&Trust)	474,239.19
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-411.00
11820 · Credit Card - MasterCard	-1,419.00
11830 · Credit Card - Visa	832.00
11840 · MC/VISA On-Line	-1,708.00
Total Checking/Savings	<u>5,493,655.99</u>
Accounts Receivable	
12000 · Accounts Receivable	4,330.57
Total Accounts Receivable	<u>4,330.57</u>
Other Current Assets	
12100 · INTEREST RECEIVABLE	27,745.32
Total Other Current Assets	<u>27,745.32</u>
Total Current Assets	<u>5,525,731.88</u>
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	637,845.00
13110 · Accum.Depre- Equipment	-242,243.00
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,507,273.00
Total Fixed Assets	<u>1,564,103.00</u>
TOTAL ASSETS	<u><u>7,089,834.88</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	3,741.96
Total Accounts Payable	<u>3,741.96</u>
Other Current Liabilities	
2110 · Direct Deposit Liabilities	590.49
21100 · Anticipated Refunds - Prog Fees	36,009.20

Northwest Special Recreation Association

09/15/20

Balance Sheet

Accrual Basis

As of July 31, 2020

	<u>Jul 31, 20</u>
21500 · Payroll Liabilities	
21510 · Employee Taxes	8,136.54
21520 · EE 457B Contributions - NTWD	1,521.52
21540 · IMRF - Employer Portion/Expense	-26,823.51
22100 · EE FSA Depend & Med	13,093.05
22200 · EE 457b Contributions - AFLAC	-180.25
22300 · EE 457b Contributions - ICMA RC	1,921.59
21500 · Payroll Liabilities - Other	16,818.08
	<hr/>
Total 21500 · Payroll Liabilities	14,487.02
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	751.25
	<hr/>
Total Other Current Liabilities	52,087.96
	<hr/>
Total Current Liabilities	55,829.92
Long Term Liabilities	
22500 · ACCRUED VACATION	90,661.00
	<hr/>
Total Long Term Liabilities	90,661.00
	<hr/>
Total Liabilities	146,490.92
Equity	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	524,562.66
	<hr/>
Total Equity	6,943,343.96
	<hr/>
TOTAL LIABILITIES & EQUITY	<u>7,089,834.88</u>

Northwest Special Recreation Association

Balance Sheet

As of August 31, 2020

09/15/20

Accrual Basis

	<u>Aug 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Govt Ckg II - Flex Spending	7,506.36
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	159,236.33
10700 · IPDLAF+	56,959.78
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,165,000.00
11200 · PFM Investments Hold Account - Other	349,311.30
Total 11200 · PFM Investments Hold Account	<u>1,514,311.30</u>
11500 · VB&T Operating/MM Account	1,951,655.88
11650 · MAX SAFE 1 (Village Bank&Trust)	1,505,379.11
11660 · MAX SAFE 2 (Village Bank&Trust)	474,303.50
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-159.00
11820 · Credit Card - MasterCard	-691.00
11830 · Credit Card - Visa	1,104.05
11840 · MC/VISA On-Line	-3,838.00
Total Checking/Savings	<u>5,666,582.81</u>
Accounts Receivable	
12000 · Accounts Receivable	4,330.57
Total Accounts Receivable	<u>4,330.57</u>
Other Current Assets	
12100 · INTEREST RECEIVABLE	27,745.32
12200 · PREPAID EXPENSES	60.70
Total Other Current Assets	<u>27,806.02</u>
Total Current Assets	<u>5,698,719.40</u>
Fixed Assets	
13050 · Buildings	1,006,000.00
13060 · Building Improvements	337,019.00
13070 · Parking Lot	71,730.00
13100 · Equipment	637,845.00
13110 · Accum.Depre- Equipment	-242,243.00
13200 · Transportation Equipment	1,261,025.00
13210 · Accum.Depre.	-1,507,273.00
Total Fixed Assets	<u>1,564,103.00</u>
TOTAL ASSETS	<u><u>7,262,822.40</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21200 · Accounts Payable	5,026.08
Total Accounts Payable	<u>5,026.08</u>
Other Current Liabilities	
21100 · Anticipated Refunds - Prog Fees	28,627.70
21500 · Payroll Liabilities	
21510 · Employee Taxes	7,107.54
21520 · EE 457B Contributions - NTWD	760.76
21540 · IMRF - Employer Portion/Expense	-9,808.59
22100 · EE FSA Depend & Med	10,775.99
22200 · EE 457b Contributions - AFLAC	384.95
22300 · EE 457b Contributions - ICMA RC	2,796.31
21500 · Payroll Liabilities - Other	14,582.04

Northwest Special Recreation Association

Balance Sheet

As of August 31, 2020

	<u>Aug 31, 20</u>
Total 21500 · Payroll Liabilities	26,599.00
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	810.24
Total Other Current Liabilities	<u>56,286.94</u>
Total Current Liabilities	61,313.02
Long Term Liabilities	
22500 · ACCRUED VACATION	90,661.00
Total Long Term Liabilities	<u>90,661.00</u>
Total Liabilities	151,974.02
Equity	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	692,067.08
Total Equity	<u>7,110,848.38</u>
TOTAL LIABILITIES & EQUITY	<u>7,262,822.40</u>

Special Leisure Services Foundation

09/15/20

Balance Sheet

Accrual Basis

As of July 31, 2020

	<u>Jul 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	355,306.99
10800 · VB&T MMA	50,849.03
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	-17,510.01
11300 · BENJAMIN EDWARDS - Other	1,070,079.08
Total 11300 · BENJAMIN EDWARDS	<u>1,052,569.07</u>
11800 · Credit Card - American Express	1,480.10
11820 · Credit Card - MasterCard	372.00
11830 · Credit Card - Visa	-403.21
11840 · Credit Card - On-Line	-125.00
Total Checking/Savings	<u>1,460,198.98</u>
Other Current Assets	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	2,030.68
Total Other Current Assets	<u>4,030.68</u>
Total Current Assets	<u>1,464,229.66</u>
TOTAL ASSETS	<u>1,464,229.66</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	14,379.24
Total Equity	<u>1,464,229.66</u>
TOTAL LIABILITIES & EQUITY	<u>1,464,229.66</u>

Special Leisure Services Foundation

09/15/20

Balance Sheet

Accrual Basis

As of August 31, 2020

	<u>Aug 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	371,131.08
10400 · Cash Banks	2,115.00
10800 · VB&T MMA	50,849.90
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	-16,771.47
11300 · BENJAMIN EDWARDS - Other	1,103,044.43
Total 11300 · BENJAMIN EDWARDS	<u>1,086,272.96</u>
11800 · Credit Card - American Express	56.59
11820 · Credit Card - MasterCard	372.00
11830 · Credit Card - Visa	-370.62
11840 · Credit Card - On-Line	-125.00
Total Checking/Savings	<u>1,510,451.91</u>
Other Current Assets	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	1,982.99
Total Other Current Assets	<u>3,982.99</u>
Total Current Assets	<u>1,514,434.90</u>
TOTAL ASSETS	<u>1,514,434.90</u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	64,584.48
Total Equity	<u>1,514,434.90</u>
TOTAL LIABILITIES & EQUITY	<u>1,514,434.90</u>



BENJAMIN F. EDWARDS & Co.

INVESTMENTS for GENERATIONS

One North Brentwood Blvd., Suite 850

Saint Louis, MO 63105

314-726-1600

* 0177693 02 AV 0.386 02 TR 00865 X106PD15 000000

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



Your Financial Advisor Is:

HANSON / FISHER / VANDERLUGT
(630) 871-2673

July 1, 2020 - July 31, 2020

Account Number: ~~XXXXXX~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,228,837.30	\$1,246,386.20
Withdrawals (Cash & Securities)	-210,000.00	-210,000.00
Dividends, Interest and Other Income	727.38	11,783.67
Net Change in Portfolio¹	33,004.39	4,399.20
ENDING ACCOUNT VALUE	\$1,052,569.07	\$1,052,569.07

Estimated Annual Income

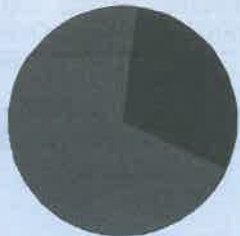
\$16,296.16

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

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

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

Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
2%	Cash, Money Funds, and Bank Deposits	134,669.15	229,942.07	20,669.45
30%	Fixed Income	407,178.85	316,099.50	319,837.80
68%	Mutual Funds	704,538.20	682,795.73	712,061.82
100%	Account Total (Pie Chart)	\$1,246,386.20	\$1,228,837.30	\$1,052,569.07

Please review your allocation periodically with your Financial Advisor.





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

* 0114033 02 AV 0.386 02 TR 00581 X106PD12 000000

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



August 1, 2020 - August 31, 2020
 Account Number: ~~XXXXXXXX~~

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

Portfolio at a Glance

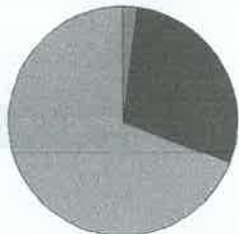
	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,052,569.07	\$1,246,386.20
Withdrawals (Cash & Securities)	0.00	-210,000.00
Dividends, Interest and Other Income	738.54	12,522.21
Net Change in Portfolio¹	32,965.35	37,364.55
ENDING ACCOUNT VALUE	\$1,086,272.96	\$1,086,272.96
Estimated Annual Income	\$16,297.20	

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

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

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

Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
2%	Cash, Money Funds, and Bank Deposits	134,669.15	20,669.45	21,407.99
29%	Fixed Income	407,178.85	319,837.80	319,847.40
69%	Mutual Funds	704,538.20	712,061.82	745,017.57
100%	Account Total (Pie Chart)	\$1,246,386.20	\$1,052,569.07	\$1,086,272.96

Please review your allocation periodically with your Financial Advisor.



S 114033 X106PD12 009610



**Warrant #8
Summary
August 31, 2020**

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

Total VB&T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)	49,951.98
Total IPDLAF Electronic Accounts Payable (PCARDS)	23,041.66
Total VB&T Business Checking Accounts Payable	170,089.77
	<u>243,083.41</u>

Motion to approve Warrant #8 dated August 31, 2020 totaling

\$243,083.41

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #8
August 31, 2020

Vendor	Description	Account	Amount
IMRF	July 2020	442201	26,008.79
	July 2020	442202	10,284.73
	July 2020	442203	-
	July 2020	442204	-
	July 2020	442205	1,657.53
			<u>37,951.05</u>
	IMRF Total		37,951.05
ADP	FSA	424303	-
IL Dept of Rev	Unempl 1st Qtr - Dustin King	441003	493.55
Excalibur	Invoice - 187912	421902	28.75
	Invoice - 100943	421902	7,640.65
	Invoice - 101110	421905	1,498.00
	Invoice - 101206	421906	178.37
	Invoice - 101315	421905	232.38
	Invoice - 101572	421902	58.65
	Excalibur Total		<u>9,636.80</u>
Wex Bank	Invoice - July	422801	69.43
	Invoice - 67413873	422801	237.93
	Wex Total		<u>307.36</u>
ComEd	Svc 06/29 -07/29	421702	643.36
	ComEd Total		<u>643.36</u>
Hewlett Packard Fin Svcs	Lease Payment	460001	919.86
Total Warrant #8 for Electronic Accounts Payable			<u>49,951.98</u>

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #8
August 31, 2020

Vendor	Description	Account	Amount
BMO Solutions			
Amazon	Professional Fees	421003	64.83
Amazon	Professional Fees	421003	17.95
Amazon	Professional Fees	421003	26.97
Amazon	Office Supplies	421105	68.94
Accurate Office	Office Supplies	421105	179.01
Amazon	Office Supplies	421105	25.40
Amazon	Office Supplies	421105	62.75
Amazon	Office Supplies	421105	56.25
TJ Maxx/Home Goods	Office Supplies	421106	282.56
Authorize.net	Office Supplies	421152	35.40
FedEx	Postage	421201	26.72
Verizon	Telephone Fax	421301	639.82
1st Communications	Telephone Fax	421304	519.98
Converged Digital	Telephone Fax	421305	314.00
NRPA	Conference/Education	421401	65.00
IPRA	Conference/Education	421402	16.00
IPRA	Conference/Education	421402	16.00
IPRA	Conference/Education	421402	16.00
IPRA	Conference/Education	421402	35.00
IAPD	Conference/Education	421404	6.00
Grubhub	Conference/Education	421406	75.19
IPHA	Conference/Education	421407	10.00
IPHA	Conference/Education	421407	10.00
IPHA	Conference/Education	421407	10.00
IPHA	Conference/Education	421407	10.00
IPHA	Conference/Education	421407	10.00
NRPA	Memberships/Certifications	421503	75.00
NCTRC	Memberships/Certifications	421504	105.00
NCTRC	Memberships/Certifications	421504	80.00
SHRM	Memberships/Certifications	421515	394.00
Nicor Gas	Maintenance Utilities	421703	54.31
Nicor Gas	Maintenance Utilities	421703	52.58
Hudson Energy	Maintenance Utilities	421704	898.50
Comcast	Maintenance Utilities	421706	175.79
Comcast	Maintenance Utilities	421706	211.63
Comcast	Maintenance Utilities	421706	143.35
Comcast	Maintenance Utilities	421706	123.40
At&T	Maintenance Utilities	421706	91.31
Comcast	Maintenance Utilities	421706	123.40
Comcast	Maintenance Utilities	421706	166.90
Amazon	Maintenance Utilities	421707	27.98
Global Industries	Maintenance Utilities	421707	52.73
1800 Ceiling	Maintenance Utilities	421707	98.02
Lowe's	Maintenance Utilities	421707	130.53
Paypal	Computers	421905	110.00
Apple	Computers	421905	0.99
Amazon	Computers	421905	149.00
Adobe	Computers	421905	14.99

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #8
August 31, 2020

Vendor	Description	Account	Amount
Converged Digital	Computers	421906	638.60
Amazon	Program Development	422301	11.59
Amazon	Program Development	422301	29.88
Amazon	Program Development	422301	19.89
Amazon	Program Development	422301	109.98
Amazon	Program Development	422301	139.90
Home Goods	Program Development	422301	80.14
Target	Program Development	422301	110.70
Walmart/Amazon	Program Development	422301	2,478.25
Amazon	Program Development	422303	-119.02
Amazon	Program Development	422303	-21.95
Amazon	Program Development	422303	1,064.39
Walmart	Program Development	422303	57.58
Dollar Tree	Program Development	422303	12.10
Aldi	Program Development	422303	68.54
Walmart	Program Development	422303	17.42
Dollar Tree	Program Development	422303	24.00
Dollar Tree	Program Development	422305	7.00
Dollar Tree	Program Development	422305	8.00
Walmart	Supplies	422401	35.08
Walmart	Supplies	422401	24.08
Dollar Tree	Supplies	422401	4.00
Jewel Osco	Supplies	422401	52.57
Amazon	Supplies	422405	39.48
Amazon	Supplies	422405	13.39
Dollar Tree	Supplies	422405	8.00
Dollar Tree	Supplies	422405	9.00
Dollar Tree	Supplies	422405	17.00
Walgreens	Supplies	422406	17.76
Dollar Tree	Supplies	422406	9.90
Walmart	Supplies	422406	37.72
Caputos	Supplies	422406	11.98
Jewel Osco	Supplies	422406	12.67
Amazon	Supplies	422411	39.85
Amazon	Supplies	422415	71.39
Dunkin Donuts	Supplies	422415	30.00
Amazon	Supplies	422417	59.95
Amazon	Supplies	422417	29.50
UPS	Supplies	422417	22.10
Comet	Supplies	422417	53.68
HTC Corp	Supplies	422417	12.99
Microsoft	Supplies	422417	10.61
Amazon	Supplies	422421	23.86
Amazon	Supplies	422421	290.58
Amazon	Supplies	422421	163.46
Amazon	Supplies	422421	60.15
Amazon	Supplies	422421	129.95
Amazon	Supplies	422421	94.91
Amazon	Supplies	422421	137.82
Amazon	Supplies	422421	175.80

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #8
August 31, 2020

Vendor	Description	Account	Amount
Dollar Tree	Supplies	422422	5.50
Fleetio	Transportation Maintenance	422705	136.80
Marathon	Transportation Gas/Tolls/Parking	422801	25.00
PB Payment	Printing	422901	369.35
PB Payment	Printing	422902	381.45
Submittable	Printing	422905	1,994.51
123RF	Printing	422909	13.00
Dollar Tree	Printing	423100	16.00
Edible Arrangements	Public Awareness	423101	61.04
Trader Joes	Public Awareness	423107	37.91
Walgreens	Public Awareness	423107	17.95
Starbucks	Public Awareness	423107	29.00
Amazon	Public Awareness	423107	29.38
Zoom	Public Awareness	423108	14.99
Daily Herald	Public Awareness	423108	116.40
University of Iowa	Public Awareness	423110	150.00
Indeed	Public Awareness	423110	171.58
Jobmatch	Public Awareness	423110	255.55
Makeshift	Payroll Processing	424301	147.53
Intuit	Payroll Processing	424301	1,173.17
Amazon	ADA Compliance	450001	25.54
Amazon	ADA Compliance	450002	25.54
Amazon	ADA Compliance	450003	25.54
Amazon	ADA Compliance	450004	25.54
Amazon	ADA Compliance	450005	25.54
Amazon	ADA Compliance	450006	25.54
Amazon	ADA Compliance	450007	25.52
Amazon	ADA Compliance	450008	25.54
Amazon	ADA Compliance	450009	25.54
Amazon	ADA Compliance	450010	25.54
Amazon	ADA Compliance	450011	25.54
Amazon	ADA Compliance	450012	25.54
Amazon	ADA Compliance	450013	25.50
Amazon	ADA Compliance	450014	25.54
Amazon	ADA Compliance	450015	25.54
Amazon	ADA Compliance	450016	25.54
Amazon	ADA Compliance	450017	25.52
Dollar Tree	ADA Compliance	450022	3.00
Jewel Osco	ADA Compliance	450022	100.00
Dollar Tree	ADA Compliance	450022	4.00
Amazon	ADA Compliance	450022	19.95
Amazon	ADA Compliance	450022	12.99
Village of BG	Capital Expenses	460001	150.00
Village of BG	Capital Expenses	460001	3.59
Bamboo HR	Capital Expenses	460001	4,852.52
Total Warrant #8 for Electronic Accounts Payable			23,041.66

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #8
August 31, 2020

Num	Name	Description	Account	Amount
4765	Prasanna, Priyanka	Payroll Check		
4766	SLSF	15 Donations - Program Fee Refunds	10600 · VB&T Bus Check 2	(3,287.25)
		4035-4039 S2020 J&M Ausnehmer	11500 · VB&T Operating/MM Account	1,350.00
		7350 Su2020 M Ausnehmer	11500 · VB&T Operating/MM Account	15.00
		2600/1845/2554 W/S 2020 N Bellantuono	11500 · VB&T Operating/MM Account	200.00
		1540/1660 W/S 2020 R Bloomberg	11500 · VB&T Operating/MM Account	95.00
		641/644 W/S 2020 J Gier	11500 · VB&T Operating/MM Account	38.25
		583-586 W/S 2020 C Maxwell	11500 · VB&T Operating/MM Account	91.50
		1572/1835/2682 W/S 2020 K Ricketts	11500 · VB&T Operating/MM Account	314.00
		1340 W/S 2020 W Seaman	11500 · VB&T Operating/MM Account	66.25
		1670/2581 W/Sp 2020 P Shteynberg	11500 · VB&T Operating/MM Account	134.00
		2624 W/S 2020 W Tobias	11500 · VB&T Operating/MM Account	62.00
		1572/1761/1845 W/S 2020 R Torres	11500 · VB&T Operating/MM Account	190.00
		525 W/S 2020 J Walsh	11500 · VB&T Operating/MM Account	20.75
		2556 W/S 2020 A Zgoda	11500 · VB&T Operating/MM Account	26.00
		4340 W/Sp 2020 Z Zirowski	11500 · VB&T Operating/MM Account	100.00
		1094/1610/2800 W/S 2020 T Zweidinger	11500 · VB&T Operating/MM Account	64.50
		1845-4039/7350 W/S2020 J&M Ausnehmer	11500 · VB&T Operating/MM Account	392.50
		2650 W 2020 G Chioros	11500 · VB&T Operating/MM Account	127.50
				3,287.25
4767	Rolling Meadows Park District	Invoice 20-507	10600 · VB&T Bus Check 2	(960.00)
		Invoice 20-507	421701 · Condo Maintenance	960.00
				960.00
4768	Mt. Prospect Park District	Invoice 2407 - July	10600 · VB&T Bus Check 2	(2,500.00)
		Invoice 2407 - July	421804 · MPPD Rental Space	2,500.00
				2,500.00
4769	Park Central Condo Assn.	Invoice 907	10600 · VB&T Bus Check 2	(1,065.00)
		Invoice 907	421801 · Condo Association Fee	1,065.00
				1,065.00
4770	Rolling Meadows Park District	Invoice 20-0003	10600 · VB&T Bus Check 2	(2,500.00)
		Invoice 20-0003	421701 · Condo Maintenance	2,500.00
				2,500.00
4771	Hanover Park Park District	Rent July 2020	10600 · VB&T Bus Check 2	(1,443.00)
		Rent July 2020	421803 · HPPD Rental Space	1,443.00
				1,443.00
4773	Barbara Adamski	Refund 623/626 W/S 2020	10600 · VB&T Bus Check 2	(51.25)
		Refund 623/626 W/S 2020	11500 · VB&T Operating/MM Account	51.25
				51.25
4774	John Allison	Refund 2540 W/S 2020	10600 · VB&T Bus Check 2	(78.75)
		Refund 2540 W/S 2020	11500 · VB&T Operating/MM Account	78.75
				78.75
4775	Donna Anderson	Refund 2556 W/S 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 W/S 2020	11500 · VB&T Operating/MM Account	72.00
				72.00

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #8
 August 31, 2020**

Num	Name	Description	Account	Amount
				72.00
4776	Lori Anderson	Refund 2556 W 2020	10600 · VB&T Bus Check 2	(36.00)
		Refund 2556 W 2020	11500 · VB&T Operating/MM Account	36.00
				36.00
4777	Linda Antonaci	Refund 2556 W 2020	10600 · VB&T Bus Check 2	(36.00)
		Refund 2556 W 2020	11500 · VB&T Operating/MM Account	36.00
				36.00
4778	Doug Begalka	Refund 1400/2250 W/S 2020	10600 · VB&T Bus Check 2	(106.25)
		Refund 1400/2250 W/S 2020	11500 · VB&T Operating/MM Account	106.25
				106.25
4779	Judy Bloom	Refund 2556 Sp 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 Sp 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4780	Sue Benes	VOID: Refund 2556 Sp 2020	10600 · VB&T Bus Check 2	-
				-
4781	Chris Buchberger	Refund 2556 Sp 2020	10600 · VB&T Bus Check 2	(144.00)
		Refund 2556 Sp 2020	11500 · VB&T Operating/MM Account	144.00
				144.00
4782	Katie Buchberger	Refund 2556 Sp 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 Sp 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4783	Kevin Buchberger	Refund 2556 W/F 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 W/F 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4784	Rosina Capace	Refund 4035 - 4039 Smr 2020	10600 · VB&T Bus Check 2	(1,125.00)
		Refund 4035 - 4039 Smr 2020	11500 · VB&T Operating/MM Account	1,125.00
				1,125.00
4785	Patricia Chamblee	Refund 2554 Sp 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2554 Sp 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4786	Kimberli Czuma	Refund 4037 Smr 2020	10600 · VB&T Bus Check 2	(150.00)
		Refund 4037 Smr 2020	11500 · VB&T Operating/MM Account	150.00
				150.00
4787	Mary Dano	Refund 1601 Smr 2020	10600 · VB&T Bus Check 2	(95.75)
		Refund 1601 Smr 2020	11500 · VB&T Operating/MM Account	95.75
				95.75
4788	Shaugn Davenport	Refund 4070 Su 2020	10600 · VB&T Bus Check 2	(550.00)
		Refund 4070 Su 2020	11500 · VB&T Operating/MM Account	550.00
				550.00

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #8
 August 31, 2020**

Num	Name	Description	Account	Amount
4789	Sharon Drazner	Refund 0601-2624(8) W/S 2020	10600 · VB&T Bus Check 2	(449.00)
		Refund 0601-2624(8) W/S 2020	11500 · VB&T Operating/MM Account	449.00
				449.00
4790	Jani Eliasek	Refund 7350/2556 SpF 2020	10600 · VB&T Bus Check 2	(159.00)
		Refund 7350/2556 SpF 2020	11500 · VB&T Operating/MM Account	159.00
				159.00
4791	Julia Eydelman	Refund 2622/1500 Smr 2020	10600 · VB&T Bus Check 2	(176.00)
		Refund 2622/1500 Smr 2020	11500 · VB&T Operating/MM Account	176.00
				176.00
4792	Melissa Farrell	Refund 2556 SpF 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 SpF 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4793	Barbara Gugliotta	Refund 2700/2260 W/Sp 2020	10600 · VB&T Bus Check 2	(197.00)
		Refund 2700/2260 W/Sp 2020	11500 · VB&T Operating/MM Account	197.00
				197.00
4794	Jim Gunning	Refund 2554 Sp 2020	10600 · VB&T Bus Check 2	(36.00)
		Refund 2554 Sp 2020	11500 · VB&T Operating/MM Account	36.00
				36.00
4795	Sally Haas	Refund 4055 Smr 2020	10600 · VB&T Bus Check 2	(840.00)
		Refund 4055 Smr 2020	11500 · VB&T Operating/MM Account	840.00
				840.00
4796	Marcy Hanlon	Refund 2554 SpF 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2554 SpF 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4797	Judy Hedlund	Refund 2556 SpF 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 SpF 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4798	Vicki Ivaska	Refund 2556 SpF 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 SpF 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4799	Brian Johnson	Refund 2556 SpF 2020	10600 · VB&T Bus Check 2	(72.00)
		Refund 2556 SpF 2020	11500 · VB&T Operating/MM Account	72.00
				72.00
4800	Leslie Junius	Refund - 4035 S 2020	10600 · VB&T Bus Check 2	(50.00)
		Refund - 4035 S 2020	11500 · VB&T Operating/MM Account	50.00
				50.00
4801	Mark Juster	Refund 504-506/2546 W/S 2020	10600 · VB&T Bus Check 2	(91.00)
		Refund 504-506/2546 W/S 2020	11500 · VB&T Operating/MM Account	91.00
				91.00

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #8
 August 31, 2020**

Num	Name	Description	Account	Amount
4802	Karen Knafel	Refund - 2556 Sprg 2020 Refund - 2556 Sprg 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4803	Renee Klass	Refund 504-506/2546 W/S 2020 Refund 504-506/2546 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(91.00) 91.00 91.00
4804	Barbara Kuczma	Refund 2556/7350 Smr 2020 Refund 2556/7350 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(159.00) 159.00 159.00
4805	Susan Kurpiel	Refund 2556 SpF 2020 Refund 2556 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4806	Pris Lawson	Refund 2556 W 2020 Refund 2556 W 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(45.00) 45.00 45.00
4807	Dorota Maczkowska	Refund 4017 Smr 2020 Refund 4017 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(184.00) 184.00 184.00
4808	Stephanie Matthias	Refund 4034/4035/4038 Smr 2020 Refund 4034/4035/4038 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(667.50) 667.50 667.50
4809	Linda Mavraganis	Refund 524/525/1834 WSp 2020 Refund 524/525/1834 WSp 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(134.50) 134.50 134.50
4810	Kathy McKenna	Refund 2549/2556 W/S 2020 Refund 2549/2556 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(91.00) 91.00 91.00
4811	Fred Molzahn	Refund 2556 SpF 2020 Refund 2556 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4812	Dennis Morys	Refund 2556 SpF 2020 Refund 2556 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(144.00) 144.00 144.00
4813	Linda Nastasowski	Refund 2556 SpF 2020 Refund 2556 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(144.00) 144.00 144.00
4814	Undaemaa Nyamdagva	Refund 4020 Su 2020 Refund 4020 Su 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(100.00) 100.00 100.00

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #8
 August 31, 2020**

Num	Name	Description	Account	Amount
4815	Laura Ortiz	Refund 2556 F 2020 Refund 2556 F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 <u>72.00</u>
4816	Linda Pfitzenreuter	Refund 2556/7350 SpF 2020 Refund 2556/7350 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 <u>87.00</u>
4817	Anthony Piciulo	Refund 2556 F 2020 Refund 2556 F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(36.00) 36.00 <u>36.00</u>
4818	Donna Schuh	Refund 2556 Sp 2020 Refund 2556 Sp 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(36.00) 36.00 <u>36.00</u>
4819	Ralph Seidl	Refund 2556 W/S 2020 Refund 2556 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(36.00) 36.00 <u>36.00</u>
4820	Annie Sluga	Refund 2556 W/F 2020 Refund 2556 W/F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 <u>72.00</u>
4821	Felice Sommerfield	Refund 504-506/2546 W/S 2020 Refund 504-506/2546 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(91.00) 91.00 <u>91.00</u>
4822	James Turk	Refund 2556 SpF 2020 Refund 2556 SpF 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 <u>72.00</u>
4823	Deborah Weinfuss	Refund 2556 W 2020 Refund 2556 W 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 <u>72.00</u>
4824	Barbara Wrona	Refund 2556 W/F 2020 Refund 2556 W/F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 <u>72.00</u>
4825	Carla Bork	Refund 684-686/2700 W/S 2020 Refund 684-686/2700 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(136.75) 136.75 <u>136.75</u>
4826	Byron Brevick	Refund 2556/7350 W/S 2020 Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 <u>87.00</u>
4827	Craig Doner	Refund 686/1340/2571 W/S 2020 Refund 686/1340/2571 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(112.25) 112.25 <u>112.25</u>

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Num	Name	Description	Account	Amount
4828	Joshua Driscoll	Refund 2556/7350 W/S 2020 Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 87.00
4829	Rose Gallo	Refund 504 W/S 2020 Refund 504 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(26.75) 26.75 26.75
4830	Trescia Gilbert	Refund 2560 W/S 2020 Refund 2560 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(102.50) 102.50 102.50
4831	Kris Harder	Refund 684-686/1340/2540 W/S 2020 Refund 684-686/1340/2540 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(204.00) 204.00 204.00
4832	Anne Harding	Refund 684-686/1340/2540/2645 W/S 2020 Refund 684-686/1340/2540/2645 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(331.50) 331.50 331.50
4833	Gregg Howell	Refund 2556 W/S 2020 Refund 2556 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4834	Lynnea Lenberg	Refund 684-686/1340/2645 W/S 2020 Refund 684-686/1340/2645 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(252.75) 252.75 252.75
4835	Keith Majewski	Refund 2556 W/S 2020 Refund 2556 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4836	Steve Mangano	Refund 2556/7350 W/S 2020 Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 87.00
4837	Connor O'Toole	Refund 2556/7350 W/S 2020 Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 87.00
4838	Jose Orozco	Refund 2556/7350 W/S 2020 Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(87.00) 87.00 87.00
4839	Rita Petersen	Refund 2540/2571 W/S 2020 Refund 2540/2571 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(126.75) 126.75 126.75
4840	Freddy Ramos	Refund 2556 W/S 2020 Refund 2556 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00

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Num	Name	Description	Account	Amount
4841	Daryl Schaefer	Refund 2530 W/S 2020	10600 · VB&T Bus Check 2	(60.00)
		Refund 2530 W/S 2020	11500 · VB&T Operating/MM Account	60.00
				<u>60.00</u>
4842	Beth Schwinger	Refund 504 W/S 2020	10600 · VB&T Bus Check 2	(26.75)
		Refund 504 W/S 2020	11500 · VB&T Operating/MM Account	26.75
				<u>26.75</u>
4843	Dan Sparks	Refund 585/1340 W/S 2020	10600 · VB&T Bus Check 2	(84.25)
		Refund 585/1340 W/S 2020	11500 · VB&T Operating/MM Account	84.25
				<u>84.25</u>
4844	Mark Stroschein	Refund 686/1340 W/S 2020	10600 · VB&T Bus Check 2	(104.50)
		Refund 686/1340 W/S 2020	11500 · VB&T Operating/MM Account	104.50
				<u>104.50</u>
4845	Eric Sveinsson	Refund 2556/7350 W/S 2020	10600 · VB&T Bus Check 2	(87.00)
		Refund 2556/7350 W/S 2020	11500 · VB&T Operating/MM Account	87.00
				<u>87.00</u>
4846	Andy Assimakopoulos	Refund 2645 W/S 2020	10600 · VB&T Bus Check 2	(103.75)
		Refund 2645 W/S 2020	11500 · VB&T Operating/MM Account	103.75
				<u>103.75</u>
4847	Thomas Barnicle	Refund 2624/2645 WS 2020	10600 · VB&T Bus Check 2	(248.25)
		Refund 2624/2645 WS 2020	11500 · VB&T Operating/MM Account	248.25
				<u>248.25</u>
4848	Scott Bennett	Refund 584/585/1600/2530/2566 W/S 2020	10600 · VB&T Bus Check 2	(170.50)
		Refund 584/585/1600/2530/2566 W/S 2020	11500 · VB&T Operating/MM Account	170.50
				<u>170.50</u>
4849	Kim Boris	Refund 1830-2682 W/S 2020	10600 · VB&T Bus Check 2	(110.00)
		Refund 1830-2682 W/S 2020	11500 · VB&T Operating/MM Account	110.00
				<u>110.00</u>
4850	Mere Castanda	Refund 2567 W/S 2020	10600 · VB&T Bus Check 2	(37.50)
		Refund 2567 W/S 2020	11500 · VB&T Operating/MM Account	37.50
				<u>37.50</u>
4851	Therese Ceglarek	Refund 2550 W/S 2020	10600 · VB&T Bus Check 2	(55.00)
		Refund 2550 W/S 2020	11500 · VB&T Operating/MM Account	55.00
				<u>55.00</u>
4852	David Cicarelli	Refund 2510-9032 W/S 2020	10600 · VB&T Bus Check 2	(268.00)
		Refund 2510-9032 W/S 2020	11500 · VB&T Operating/MM Account	268.00
				<u>268.00</u>
4853	Keith Coppel	Refund 0501-8023 W/S 2020	10600 · VB&T Bus Check 2	(538.75)
		Refund 0501-8023 W/S 2020	11500 · VB&T Operating/MM Account	538.75
				<u>538.75</u>

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Num	Name	Description	Account	Amount
4854	Kenny Dempsey	Refund 0581-6260 W/Sp/Smr 2020	10600 · VB&T Bus Check 2	(668.50)
		Refund 0581-6260 W/Sp/Smr 2020	11500 · VB&T Operating/MM Account	668.50
				668.50
4855	Victoria Dixon	Refund 624-626 W/S 2020	10600 · VB&T Bus Check 2	(94.75)
		Refund 624-626 W/S 2020	11500 · VB&T Operating/MM Account	94.75
				94.75
4856	Debbie Dodge	Refund 0687-2567 W-Smr/2020	10600 · VB&T Bus Check 2	(212.00)
		Refund 0687-2567 W-Smr/2020	11500 · VB&T Operating/MM Account	212.00
				212.00
4857	Mary Ellen Dunlavy	Refund 2540/2566 W-Smr/2020	10600 · VB&T Bus Check 2	(152.00)
		Refund 2540/2566 W-Smr/2020	11500 · VB&T Operating/MM Account	152.00
				152.00
4858	Michelle Entwistle	Refund 0541-6270 W-Smr 2020	10600 · VB&T Bus Check 2	(444.00)
		Refund 0541-6270 W-Smr 2020	11500 · VB&T Operating/MM Account	444.00
				444.00
4859	Donna Fagocki	Refund 2560 W/S 2020	10600 · VB&T Bus Check 2	(55.00)
		Refund 2560 W/S 2020	11500 · VB&T Operating/MM Account	55.00
				55.00
4860	Donna Falls	Refund 0601-9030 W-Smr 2020	10600 · VB&T Bus Check 2	(2,170.00)
		Refund 0601-9030 W-Smr 2020	11500 · VB&T Operating/MM Account	2,170.00
				2,170.00
4861	Linda Fassino	Refund 2540/2566/2700 W-Smr 2020	10600 · VB&T Bus Check 2	(152.00)
		Refund 2540/2566/2700 W-Smr 2020	11500 · VB&T Operating/MM Account	152.00
				152.00
4862	Lee Friedman	Refund 1340 W/S 2020	10600 · VB&T Bus Check 2	(66.25)
		Refund 1340 W/S 2020	11500 · VB&T Operating/MM Account	66.25
				66.25
4863	Barbara Gibson	Refund 2550 W/S 2020	10600 · VB&T Bus Check 2	(55.00)
		Refund 2550 W/S 2020	11500 · VB&T Operating/MM Account	55.00
				55.00
4864	Linda Glader	Refund 0687-2567 W-Smr 2020	10600 · VB&T Bus Check 2	(212.00)
		Refund 0687-2567 W-Smr 2020	11500 · VB&T Operating/MM Account	212.00
				212.00
4865	Mike Glomski	Refund 2556 W/S 2020	10600 · VB&T Bus Check 2	(36.00)
		Refund 2556 W/S 2020	11500 · VB&T Operating/MM Account	36.00
				36.00
4866	William Good	Refund 585 W/S 2020	10600 · VB&T Bus Check 2	(209.00)
		Refund 585 W/S 2020	11500 · VB&T Operating/MM Account	209.00
				209.00

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Num	Name	Description	Account	Amount
4867	Jennifer Gott	Refund 0687-2567 W-Smr 2020 Refund 0687-2567 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(236.00) 236.00 236.00
4868	Larry Groszewski	Refund 6220/6260/6458 Smr 2020 Refund 6220/6260/6458 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(205.00) 205.00 205.00
4869	Violet Henry	Refund 1761 W-Smr 2020 Refund 1761 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(120.00) 120.00 120.00
4870	Laura Hill	Refund 0687-2556 W-Smr 2020 Refund 0687-2556 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(248.00) 248.00 248.00
4871	Beth Hines	Refund 0687-2567 W-Smr 2020 Refund 0687-2567 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(96.00) 96.00 96.00
4872	Bryan Hohl	Refund 2556 W/2020 Refund 2556 W/2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4873	Bobby Jage	Refund 6220/6230/6260/6458 Smr 2020 Refund 6220/6230/6260/6458 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(259.00) 259.00 259.00
4874	David Jancovic	Refund 2567 W 2020 Refund 2567 W 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(37.50) 37.50 37.50
4875	Gregory Janikowski	Refund 0584-2566 W/S 2020 Refund 0584-2566 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(170.50) 170.50 170.50
4876	Nicholas Joseph	Refund 2554/2580/2582 W-Smr 2020 Refund 2554/2580/2582 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(450.00) 450.00 450.00
4877	Molly Klein	Refund 2540 W/S 2020 Refund 2540 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(78.75) 78.75 78.75
4878	Terry Lancot	Refund 2567 W/S 2020 Refund 2567 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(37.50) 37.50 37.50
4879	Adam Landau	Refund 0581-6458 W-Smr 2020 Refund 0581-6458 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(757.50) 757.50 757.50

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Num	Name	Description	Account	Amount
4880	Marty Lane	Refund 2567 W/S 2020 Refund 2567 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(37.50) 37.50 37.50
4881	Mark Lepucki	Refund 1845-2682 W-Smr 2020 Refund 1845-2682 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(256.00) 256.00 256.00
4882	John Lordots	Refund 584/585/1600 W/S 2020 Refund 584/585/1600 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(73.00) 73.00 73.00
4883	Justin Macholl	Refund 2510-2682 W-Smr 2020 Refund 2510-2682 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(256.00) 256.00 256.00
4884	Marilyn McCabe	Refund 2556/2582 W/S 2020 Refund 2556/2582 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(168.00) 168.00 168.00
4885	Jamie Meister	Refund 2556 W/F 2020 Refund 2556 W/F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4886	Marty Moloney	Refund 2556/2580 W/S 2020 Refund 2556/2580 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(228.00) 228.00 228.00
4887	Richard Newport	Refund 0581-6458 W-Smr 2020 Refund 0581-6458 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(802.50) 802.50 802.50
4888	David Nicoll	Refund 0584-2566 W/S 2020 Refund 0584-2566 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(170.50) 170.50 170.50
4889	Joe O'Brien	Refund 1060-8014 W/S 2020 Refund 1060-8014 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(321.00) 321.00 321.00
4890	Daniel Rizzo	Refund 604-606 W/S 2020 Refund 604-606 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(73.00) 73.00 73.00
4891	Mitchell Rubin	Refund 1805 W/S 2020 Refund 1805 W/S 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(110.00) 110.00 110.00
4892	Sebastian Sax	Refund 2510/2546/2681 W-Smr 2020 Refund 2510/2546/2681 W-Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(88.00) 88.00 88.00

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Num	Name	Description	Account	Amount
4893	Matt Seney	Refund 0541-2625 W-Smr 2020	10600 · VB&T Bus Check 2	(744.00)
		Refund 0541-2625 W-Smr 2020	11500 · VB&T Operating/MM Account	744.00
				744.00
4894	Stuart Shoffner	Refund 605/2530 W/S 2020	10600 · VB&T Bus Check 2	(78.00)
		Refund 605/2530 W/S 2020	11500 · VB&T Operating/MM Account	78.00
				78.00
4895	Kevin Short	Refund 584 W/S 2020	10600 · VB&T Bus Check 2	(152.50)
		Refund 584 W/S 2020	11500 · VB&T Operating/MM Account	152.50
				152.50
4896	Jennifer Sterns	Refund 524-526/2624/2700 W-Smr 2020	10600 · VB&T Bus Check 2	(219.75)
		Refund 524-526/2624/2700 W-Smr 2020	11500 · VB&T Operating/MM Account	219.75
				219.75
4897	Daniel Stine	Refund 0601-6458 W-Smr 2020	10600 · VB&T Bus Check 2	(524.75)
		Refund 0601-6458 W-Smr 2020	11500 · VB&T Operating/MM Account	524.75
				524.75
4898	Julie Stoltzner	Refund 2074 W/Smr 2020	10600 · VB&T Bus Check 2	(216.00)
		Refund 2074 W/Smr 2020	11500 · VB&T Operating/MM Account	216.00
				216.00
4899	Kathie Suttie	Refund 0687-2567 W/Smr 2020	10600 · VB&T Bus Check 2	(212.00)
		Refund 0687-2567 W/Smr 2020	11500 · VB&T Operating/MM Account	212.00
				212.00
4900	Chris Tontillo	Refund 0601-6195 W-Smr 2020	10600 · VB&T Bus Check 2	(485.75)
		Refund 0601-6195 W-Smr 2020	11500 · VB&T Operating/MM Account	485.75
				485.75
4901	Peter Tosto	Refund 0601-6195 W/S 2020	10600 · VB&T Bus Check 2	(384.50)
		Refund 0601-6195 W/S 2020	11500 · VB&T Operating/MM Account	384.50
				384.50
4902	Danny Wein	Refund 0601-6270 W-Smr 2020	10600 · VB&T Bus Check 2	(512.00)
		Refund 0601-6270 W-Smr 2020	11500 · VB&T Operating/MM Account	512.00
				512.00
4903	Terrence White	Refund 1683 W/S 2020	10600 · VB&T Bus Check 2	(165.00)
		Refund 1683 W/S 2020	11500 · VB&T Operating/MM Account	165.00
				165.00
4904	Venkata Atkuri	VOID: Refund - 4005-4009 Smr 2020	10600 · VB&T Bus Check 2	-
				-
4905	Lynsdi Brooke Brown	Interpreter W/E 07/17/2020	10600 · VB&T Bus Check 2	(300.00)
		Interpreter W/E 07/17/2020	422205 · Day Camp	300.00
				300.00

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Num	Name	Description	Account	Amount
4906	Denise Coppola	Refund 2710 W2020 Refund 2710 W2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(54.00) 54.00 54.00
4907	Fox Valley Fire & Safety	Invoice - IN00363550 Invoice - IN00363550	10600 · VB&T Bus Check 2 421707 · Miscellaneous	(351.00) 351.00 351.00
4908	HR Source	Invoice 11615 Invoice 11615	10600 · VB&T Bus Check 2 421001 · Professional Fees	(1,875.00) 1,875.00 1,875.00
4909	Sudhir Kumar	Refund 5173/5174 Fall 2019 Refund 5173/5174 Fall 2019	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(14.00) 14.00 14.00
4910	RMC Mechanical Services	Invoice SI2091816 Invoice SI2091816	10600 · VB&T Bus Check 2 421707 · Miscellaneous	(474.71) 474.71 474.71
4911	NCPERS Group Life Insurance	Invoice 5436082020 Invoice 5436082020	10600 · VB&T Bus Check 2 421601 · Voluntary Benefits	(16.00) 16.00 16.00
4912	Jan Yamamoto	Refund 2556 W/F 2020 Refund 2556 W/F 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4914	Prasanna, Priyanka	Payroll Check		
4915	Robert Smith	Refund 4340 W 2020 Refund 4340 W 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(243.75) 243.75 243.75
4917	Sue Benes	Refund 2556 Spg 2020 Refund 2556 Spg 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(72.00) 72.00 72.00
4918	Sanjuana Trejo	Refund 4070 Smr 2020 Refund 4070 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(100.00) 100.00 100.00
4919	Guadalupe Martinez	Refund 4060 Smr 2020 Refund 4060 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(10.00) 10.00 10.00
4920	Wayne Boi	Refund 4040 Smr 2020 Refund 4040 Smr 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(50.00) 50.00 50.00
4921	TPM Graphics, Inc.	Invoice 87377A Invoice 87377A	10600 · VB&T Bus Check 2 422908 · Stationary / Business Cards	(238.00) 238.00 238.00

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Num	Name	Description	Account	Amount
				238.00
4922	Greg Buchberger	VOID: Refund 2556 W/F 2020	10600 · VB&T Bus Check 2	-
				-
4923	Robbins Schwartz	Invoices 870221 & 870222	10600 · VB&T Bus Check 2	(2,610.00)
		Invoices 870221	421002 · Legal Fees	50.00
		Invoices 870222	421002 · Legal Fees	2,560.00
				2,610.00
4924	Lynsdi Brooke Brown	Interpreter W/E 07/24/2020	10600 · VB&T Bus Check 2	(750.00)
		Interpreter W/E 07/24/2020	422205 · Day Camp	750.00
				750.00
4925	Jessica Vasalos	Spring 2020 Tuition Reimb	10600 · VB&T Bus Check 2	(991.00)
		Spring 2020 Tuition Reimb	421407 · Other Trainings/Workshops	991.00
				991.00
4926	Delaney Grimm	Reimb -Walmart 6/10 - 6/23	10600 · VB&T Bus Check 2	(60.32)
		Reimb -Walmart 6/10 - 6/23	422303 · New Initiatives	60.32
				60.32
4927	Brenda Santos	Refund 5002 F2019	10600 · VB&T Bus Check 2	(14.00)
		Refund 5002 F2019	11500 · VB&T Operating/MM Account	14.00
				14.00
4928	Rolling Meadows Park District	Inv# 134Aug-Oct2020	10600 · VB&T Bus Check 2	(91.05)
		Inv# 134Aug-Oct2020	421701 · Condo Maintenance	30.35
		Inv# 134Aug-Oct2020	12200 · PREPAID EXPENSES	60.70
				91.05
4929	Hanover Park Park District	Rent Aug 2020	10600 · VB&T Bus Check 2	(1,443.00)
		Rent Aug 2020	421803 · HPPD Rental Space	1,443.00
				1,443.00
4930	Mt. Prospect Park District	Invoice 2407 - AUG	10600 · VB&T Bus Check 2	(2,500.00)
		Invoice 2407 - AUG	421804 · MPPD Rental Space	2,500.00
				2,500.00
4931	Rolling Meadows Park District	Invoice 20-508	10600 · VB&T Bus Check 2	(960.00)
		Invoice 20-508	421701 · Condo Maintenance	960.00
				960.00
4932	Rolling Meadows Park District	Invoice 20-0004	10600 · VB&T Bus Check 2	(2,500.00)
		Invoice 20-0004	421802 · RMCC Rental Space	2,500.00
				2,500.00
4933	Park Central Condo Assn.	Invoice 908	10600 · VB&T Bus Check 2	(1,065.00)
		Invoice 908	421801 · Condo Association Fee	1,065.00
				1,065.00
4934	Rachel Hubsch	Reimb - Target,WM, DT July2020	10600 · VB&T Bus Check 2	(149.80)

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Num	Name	Description	Account	Amount
		Reimb - Target,WM, DT July2020	422405 · Day Camp	149.80
				149.80
4935	Prasanna, Priyanka	Payroll Check		
4936	Bill's Auto & Truck Repair	Invoice 106538 & 106551	10600 · VB&T Bus Check 2	(1,432.98)
		Invoice 106538	422702 · Repair/Maintenance	1,041.38
		Invoice 106551	422702 · Repair/Maintenance	391.60
				1,432.98
4937	Buffalo Grove Park District	Invoice 2570	10600 · VB&T Bus Check 2	(15,000.00)
		Invoice 2570	421806 · BGPD Rental Space	15,000.00
				15,000.00
4938	Citi Cards	Acct Ending 7258 - 6/20-7/21/2020	10600 · VB&T Bus Check 2	(41.91)
		Acct Ending 7258 - 6/20-7/21/2020	422406 · General Programs	41.91
				41.91
4939	Corporate Billing LLC	Acct 612020 - Inv 22635477	10600 · VB&T Bus Check 2	(378.53)
		Acct 612020 - Inv 22635477	422702 · Repair/Maintenance	378.53
				378.53
4940	Lynsdi Brooke Brown	Interpreter W/E 07/31 & 08/7/2020	10600 · VB&T Bus Check 2	(1,300.00)
		Interpreter W/E 07/31 & 08/7/2020	422205 · Day Camp	1,300.00
				1,300.00
4941	South Barrington Park District	Jon Oliveri - July 2020	10600 · VB&T Bus Check 2	(160.00)
		Jon Oliveri - July 2020	450015 · South Barrington	160.00
				160.00
4942	PDRMA	Invoice 0720132H	10600 · VB&T Bus Check 2	(37,803.68)
		Invoice 0720132H	421603 · Employer Contributions	32,859.99
		Invoice 0720132H	21530 · Employee Health Insurance	4,595.44
		Invoice 0720132H	21550 · EE Contributions - Vol Life Ins	348.25
				37,803.68
4943	Michele Paradise/Petty Cash Program	Reimb - 01/ 31 - 8/10	10600 · VB&T Bus Check 2	(222.20)
		PC Reimb 01/31-8/10	421707 · Miscellaneous	19.32
		PC Reimb 01/31-8/10	422201 · Clubs	50.00
		PC Reimb 01/31-8/10	422405 · Day Camp	101.03
		PC Reimb 01/31-8/10	422409 · PURSUIT	43.07
		PC Reimb 01/31-8/10	422417 · General Supplies	8.78
				222.20
4944	RMC Mechanical Services	Invoice SI2092176	10600 · VB&T Bus Check 2	(421.00)
		Invoice SI2092176	421707 · Miscellaneous	421.00
				421.00
4945	WDSRA	Inv 16572 Smr 2020	10600 · VB&T Bus Check 2	(107.30)
		Inv 16572 Smr 2020	423102 · Ads	107.30
				107.30
4946	Deandrea Bee	Refund 1011/4310 WS 2020	10600 · VB&T Bus Check 2	(302.00)
		Refund 1011/4310 WS 2020	11500 · VB&T Operating/MM Account	302.00
				302.00

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #8
August 31, 2020

Num	Name	Description	Account	Amount
4947	Michelle Casillas	Refund 1500 WS 2020	10600 · VB&T Bus Check 2	(65.00)
		Refund 1500 WS 2020	11500 · VB&T Operating/MM Account	65.00
				<u>65.00</u>
4948	Samantha Flippin	Refund - 4010 Smr 2020	10600 · VB&T Bus Check 2	(1,470.00)
		Refund - 4010 Smr 2020	11500 · VB&T Operating/MM Account	1,470.00
				<u>1,470.00</u>
4949	Neil Granzow	Refund 504/584/585/2624 WS 2020	10600 · VB&T Bus Check 2	(127.25)
		Refund 504/584/585/2624 WS 2020	11500 · VB&T Operating/MM Account	127.25
				<u>127.25</u>
4950	Timothy Hanlon	Refund 545 WS 2020	10600 · VB&T Bus Check 2	(25.00)
		Refund 545 WS 2020	11500 · VB&T Operating/MM Account	25.00
				<u>25.00</u>
4951	Corrine Kanter	Refund 2581/7350 WS 2020	10600 · VB&T Bus Check 2	(84.50)
		Refund 2581/7350 WS 2020	11500 · VB&T Operating/MM Account	84.50
				<u>84.50</u>
4952	Rita Lazar	Refund 4010 S 2020	10600 · VB&T Bus Check 2	(14.50)
		Refund 4010 S 2020	11500 · VB&T Operating/MM Account	14.50
				<u>14.50</u>
4953	Thomas Nolan	Refund 4010 S2020	10600 · VB&T Bus Check 2	(126.00)
		Refund 4010 S2020	11500 · VB&T Operating/MM Account	126.00
				<u>126.00</u>
4954	Li-Yen Huang	Refund 1740 W2020	10600 · VB&T Bus Check 2	(9.00)
		Refund 1740 W2020	11500 · VB&T Operating/MM Account	9.00
				<u>9.00</u>
4955	Art Picchi	Refund 524-525/7350 WS2020	10600 · VB&T Bus Check 2	(62.50)
		Refund 524-525/7350 WS2020	11500 · VB&T Operating/MM Account	62.50
				<u>62.50</u>
4956	Michelle Reynolds	Refund - 1500/4320 WS2020	10600 · VB&T Bus Check 2	(275.00)
		Refund - 1500/4320 WS2020	11500 · VB&T Operating/MM Account	275.00
				<u>275.00</u>
4957	Hosep Utas	Refund 1320/1650 WS2020	10600 · VB&T Bus Check 2	(145.50)
		Refund 1320/1650 WS2020	11500 · VB&T Operating/MM Account	145.50
				<u>145.50</u>
4958	Michael Vanaria	Refund 2556 SF 2020	10600 · VB&T Bus Check 2	(36.00)
		Refund 2556 SF 2020	11500 · VB&T Operating/MM Account	36.00
				<u>36.00</u>
4959	Sarah Whelan	Refund 1665/2045 WS2020	10600 · VB&T Bus Check 2	(153.00)
		Refund 1665/2045 WS2020	11500 · VB&T Operating/MM Account	153.00
				<u>153.00</u>
4960	SLSF	6 Donations - Program Fee Refunds	10600 · VB&T Bus Check 2	(590.75)
		Credit Bal Paul Bisek	11500 · VB&T Operating/MM Account	98.00
		585/625/626/1600/1761 WS2020 Vance Kauffold	11500 · VB&T Operating/MM Account	148.00
		2583 F2019 Daniel Kuczma	11500 · VB&T Operating/MM Account	180.00
		504-506 WS2020 Adam Kuechl	11500 · VB&T Operating/MM Account	65.75
		1840 WS2020 Erik Magnuson	11500 · VB&T Operating/MM Account	42.00
		544/545 WS2020 Catie Nowak	11500 · VB&T Operating/MM Account	57.00
				<u>590.75</u>
4961	Venkata Atkuri	Refund - 4005-4009 Smr 2020	10600 · VB&T Bus Check 2	(1,125.00)
		Refund - 4005-4009 Smr 2020	11500 · VB&T Operating/MM Account	1,125.00
				<u>1,125.00</u>
4962	Kim, Mikayla	Payroll Check		

**Northwest Special Recreation Association
 VBT Business Checking Accounts Payable
 Warrant #8
 August 31, 2020**

Num	Name	Description	Account	Amount
4963	Illinois Charity Bureau Fund	2019 AG990 IL Annual Report Fee 2019 AG990 IL Annual Report Fee	10600 · VB&T Bus Check 2 421002 · Legal Fees	(15.00) 15.00 <u>15.00</u>
4964	Dall, Sasha R	Payroll Check		
4965	RMC Mechanical Services	Invoice SI2092973 Invoice SI2092973	10600 · VB&T Bus Check 2 421707 · Miscellaneous	(460.50) 460.50 <u>460.50</u>
4966	PowerDMS	Acct# A-163823 Order# Q-86363 Acct# A-163823 Order# Q-86363	10600 · VB&T Bus Check 2 421905 · Miscellaneous Software	(8,441.04) 8,441.04 <u>8,441.04</u>
4967	SLSF	Donations - Program Fee Refund 2540 W/S 2020 Kara Fitzgerald	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(105.00) 105.00 <u>105.00</u>
4968	Deandrea Bee	Refund 1011 WS 2020 Refund 1011 WS 2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(43.00) 43.00 <u>43.00</u>
4969	PDRMA	Invoice 0820132H Invoice 0820132H Invoice 0820132H Invoice 0820132H	10600 · VB&T Bus Check 2 421603 · Employer Contributions 21530 · Employee Health Insurance 21550 · EE Contributions - Vol Life Ins	(35,757.14) 31,326.78 4,291.06 139.30 <u>35,757.14</u>
4970	Francine Parker	Refund 1740 W2020 Refund 1740 W2020	10600 · VB&T Bus Check 2 11500 · VB&T Operating/MM Account	(9.00) 9.00 <u>9.00</u>
4971	South Barrington Park District	Jon Oliveri - Aug 2020 Jon Oliveri - Aug 2020	10600 · VB&T Bus Check 2 450015 · South Barrington	(160.00) 160.00 <u>160.00</u>
4972	NCPERS Group Life Insurance	Invoice 5436092020 Invoice 5436092020	10600 · VB&T Bus Check 2 421601 · Voluntary Benefits	(16.00) 16.00 <u>16.00</u>
4973	J & R Lock & Safe, Inc.	Invoice 0002400351 Invoice 0002400351	10600 · VB&T Bus Check 2 421103 · Locksmith / Keys	(135.00) 135.00 <u>135.00</u>
4981	Alexian Brothers Corporate Health Service	invoice 711086 invoice 711086	10600 · VB&T Bus Check 2 441002 · Drug Tests / Physicals	(61.00) 61.00 <u>61.00</u>
4982	Corporate Billing LLC	Acct # 612020 - 08/04-09/01 Acct # 612020 - 08/04-09/01	10600 · VB&T Bus Check 2 422702 · Repair/Maintenance	(6,181.40) 6,181.40 <u>6,181.40</u>
4983	Bill's Auto & Truck Repair	Inv 106615, 106731 & 106831 Invoice 106615 Invoice 106731 Invoice 106831	10600 · VB&T Bus Check 2 422704 · Regular / Repair Service 422704 · Regular / Repair Service 422704 · Regular / Repair Service	(3,271.71) 2,238.89 229.25 803.57 <u>3,271.71</u>
Total for Warrant #8 VB&T Business Checking Accounts Payable				170,089.77

**Warrant #9
Summary
September 23, 2020**

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

Total VB&T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)	35,356.24
Total IPDLAF Electronic Accounts Payable (PCARDS)	-
Total VB&T Business Checking Accounts Payable	<u>8,468.00</u>
	43,824.24

Motion to approve Warrant #9 dated September 23, 2020 totaling

\$43,824.24

Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #9
September 23, 2020

Vendor	Description	Account	Amount
IMRF	August 2020	442201	17,645.08
	August 2020	442202	6,977.45
	August 2020	442203	-
	August 2020	442204	-
	August 2020	442205	1,408.86
			<u>26,031.39</u>
	IMRF Total		26,031.39
ADP	FSA	424303	-
Excalibur	Invoice - 101888	421902	7,699.30
	Excalibur Total		<u>7,699.30</u>
Wex Bank	Invoice -	422801	-
	Wex Total		<u>-</u>
ComEd	Svc 07/29 -08/27	421702	645.94
Hudson Energy	Svc 07/29 -08/27	421704	979.61
Hewlett Packard Fin Svcs	Lease Payment	460001	-
Total Warrant #9 for Electronic Accounts Payable			<u>35,356.24</u>

**Northwest Special Recreation Association
VBT Electronic Accounts Payable
Warrant #9
September 23, 2020**

Vendor	Description	Account	Amount
BMO Solutions			
Total Warrant #9 for Electronic Accounts Payable			-

Northwest Special Recreation Association
VB&T Business Checking Accounts Payable
Warrant #9
September 23, 2020

Num	Name	Description	Account	Amount
4974	Rolling Meadows Park District	Invoice 20-0005 Invoice 20-0005	10600 · VB&T Bus Check 2 421802 · RMCC Rental Space	(2,500.00) 2,500.00 <u>2,500.00</u>
4975	Park Central Condo Assn.	Invoice 909 Invoice 909	10600 · VB&T Bus Check 2 421801 · Condo Association Fee	(1,065.00) 1,065.00 <u>1,065.00</u>
4976	Rolling Meadows Park District	Invoice 20-509 Invoice 20-509	10600 · VB&T Bus Check 2 421701 · Condo Maintenance	(960.00) 960.00 <u>960.00</u>
4977	Mt. Prospect Park District	Invoice 2407 - Sept Invoice 2407 - Sept	10600 · VB&T Bus Check 2 421804 · MPPD Rental Space	(2,500.00) 2,500.00 <u>2,500.00</u>
4978	Hanover Park Park District	Rent Sept 2020 Rent Sept 2020	10600 · VB&T Bus Check 2 421803 · HPPD Rental Space	(1,443.00) 1,443.00 <u>1,443.00</u>
4979	Dall, Sasha R	Payroll Check		
4980	Raus, Hayley M	Payroll Check		
Total for Warrant #9 VB&T Business Checking Accounts Payable				8,468.00

To: NWSRA Board of Trustees
From: Tracey Crawford, Executive Director
Re: Payroll
Date: September 23, 2020

Motion:

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

1. Pay Period Ending – 7/17/20 \$82,648.08
2. Pay Period Ending – 7/31/20 \$84,281.73
3. Pay Period Ending – 8/14/20 \$78,778.97
4. Pay Period Ending – 8/28/20 \$73,577.63
5. Pay Period Ending – 9/11/20 \$77,984.63

Northwest Special Recreation Association Payroll Summary July 17, 2020

	Jul 17, 20
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	70,435.13
Salary	5,239.77
Hourly	7,380.55
Overtime (x1.5) hourly - Admin	0.00
Bonus	0.00
Car Allowance	300.00
Vacation Payout	1,789.92
Total Gross Pay	85,145.37
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,297.72
IMRF-FT-EE	-3,462.82
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-172.15
Total Deductions from Gross Pay	-8,501.52
Adjusted Gross Pay	76,643.85
Taxes Withheld	
Federal Withholding	-7,659.00
Medicare Employee	-1,180.84
Social Security Employee	-5,049.45
IL - Withholding	-3,795.50
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-17,684.79
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	58,676.46
Employer Taxes and Contributions	
Medicare Company	1,191.59
Social Security Company	5,095.24
IL - Unemployment	0.00
IMRF-FT	8,757.07
Total Employer Taxes and Contributions	15,043.90

TOTAL PAYROLL	\$ 82,648.08
- Checks + Direct Deposits	\$ 58,676.46
- Tax liability	\$ 23,971.62

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Northwest Special Recreation Association
Payroll Liability Balances
July 17, 2020

	<u>BALANCE</u>
Payroll Liabilities	
Federal Withholding	7,659.00
Medicare Employee	1,180.84
Social Security Employee	5,049.45
Medicare Company	1,191.59
Social Security Company	5,095.24
IL - Withholding	3,795.50
IL - Unemployment	0.00
Medicare Employee Addl Tax	0.00
Total Payroll Liabilities	<u><u>23,971.62</u></u>

Northwest Special Recreation Association

Payroll Summary

July 31, 2020

	TOTAL
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Hourly	7,302.45
Office Support-FT OT	16.45
Bonus	0.00
Car Allowance	300.00
Vacation Payout	1,504.80
Total Gross Pay	83,581.60
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	0.00
Health Insurance (pre-tax)	0.00
IMRF-FT-EE	-3,370.28
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	0.00
Voluntary Life (taxable)	-138.45
Total Deductions from Gross Pay	-5,411.28
Adjusted Gross Pay	78,170.32
Taxes Withheld	
Federal Withholding	-7,963.00
Medicare Employee	-1,211.91
Social Security Employee	-5,182.10
IL - Withholding	-3,878.17
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-18,235.18
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	59,652.54
Employer Taxes and Contributions	
Medicare Company	1,211.91
Social Security Company	5,182.10
IL - Unemployment	0.00
IMRF-FT	8,523.03
Total Employer Taxes and Contributions	14,917.04

Total Payroll \$ 84,281.73
 - Checks + Direct Deposits \$ 59,652.54
 - Tax liability \$ 24,629.19

[Signature]
 8/4/2020

Northwest Special Recreation Association Payroll Summary August 14, 2020

	TOTAL
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Driver	0.00
General	0.00
Inclusion	3,695.78
Inclusion OT	0.00
Leader	1,916.37
Leader OT	0.00
Office Support-FT OT	0.00
Speciality Instructor	100.47
Bonus	0.00
Add'l Wages-FT	-151.00
Car Allowance	300.00
Phone/Data Stipend	900.00
Total Gross Pay	81,219.52
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,364.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	-8,156.13
Adjusted Gross Pay	73,063.39
Taxes Withheld	
Federal Withholding	-7,405.00
Medicare Employee	-1,136.93
Social Security Employee	-4,861.25
IL - Withholding	-3,597.41
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-17,000.59
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	55,780.20
Employer Taxes and Contributions	
Medicare Company	1,136.93
Social Security Company	4,861.25
IL - Unemployment	0.00
IMRF-FT	8,507.46
Total Employer Taxes and Contributions	14,505.64

Total Payroll \$ 78,778.97

- Checks + Direct Deposits \$ 55,780.20

- Tax Liability \$ 22,998.77

 - IL \$ 3,597.41

 - FED \$ 19,401.36



Northwest Special Recreation Association

Payroll Summary

August 28, 2020

Aug 28, 20

Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Inclusion	1,193.66
Inclusion OT	0.00
Leader	180.60
Leader OT	0.00
Office Support-FT OT	0.00
Specialty Instructor	47.30
Training	22.50
Bonus	0.00
Car Allowance	300.00
Total Gross Pay	76,201.96
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,364.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	-8,156.13
Adjusted Gross Pay	68,045.83
Taxes Withheld	
Federal Withholding	-6,999.00
Medicare Employee	-1,064.19
Social Security Employee	-4,550.21
IL - Withholding	-3,353.24
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-15,966.64
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	-282.60
Net Pay	51,796.59
Employer Taxes and Contributions	
Medicare Company	1,064.19
Social Security Company	4,550.21
IL - Unemployment	0.00
IMRF-FT	8,507.46
Total Employer Taxes and Contributions	14,121.86

TOTAL PAYROLL \$ 73,577.43

- Checks + Direct Deposits \$ 51,796.59

- Tax Liability \$ 21,781.04

- IL \$ 3,353.24

- FED \$ 18,227.80



Northwest Special Recreation Association
Payroll Liability Balances
August 28, 2020

	<u>BALANCE</u>
Payroll Liabilities	
Federal Withholding	6,999.00
Medicare Employee	1,064.19
Social Security Employee	4,550.21
Medicare Company	1,064.19
Social Security Company	4,550.21
IL - Withholding	3,353.24
IL - Unemployment	0.00
Medicare Employee Addl Tax	0.00
IMRF-FT	8,507.46
Total Payroll Liabilities	<u><u>30,088.50</u></u>

Northwest Special Recreation Association

Payroll Summary

September 11, 2020

	<u>TOTAL</u>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Exempt	69,218.13
Office Support-FT	5,239.77
Camp	0.00
Camp OT	0.00
Driver	0.00
General	0.00
General OT	0.00
Inclusion	0.00
Inclusion AH	7.88
Inclusion BG	122.67
Inclusion EG	462.40
Inclusion EG OT	0.00
Inclusion HE	750.00
Inclusion HP	478.38
Inclusion HP OT	0.00
Inclusion MP	212.80
Inclusion OT	0.00
Inclusion PH	522.12
Inclusion RM	719.82
Inclusion Sch	1,099.99
Inclusion Sch OT	0.00
Inclusion Training	0.00
Leader	404.14
Leader OT	0.00
Office Support-FT OT	0.00
Speciality Instructor	43.63
Bonus	0.00
Car Allowance	300.00
Phone/Data Stipend	900.00
Total Gross Pay	<u>80,481.73</u>
Deductions from Gross Pay	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,145.53
IMRF-FT-EE	-3,364.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
Total Deductions from Gross Pay	<u>-8,156.13</u>
Adjusted Gross Pay	<u>72,325.60</u>
Taxes Withheld	
Federal Withholding	-7,265.00
Medicare Employee	-1,126.13
Social Security Employee	-4,815.50
IL - Withholding	-3,552.60
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	<u>-16,759.23</u>
Deductions from Net Pay	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
Total Deductions from Net Pay	<u>-282.60</u>
Net Pay	<u><u>55,283.77</u></u>
Employer Taxes and Contributions	
Medicare Company	1,126.13
Social Security Company	4,815.50
IL - Unemployment	0.00
IMRF-FT	8,507.46
Total Employer Taxes and Contributions	<u><u>14,449.09</u></u>

Total Payroll \$ 77,984.63
 - Checks + Direct Deposits \$ 55,283.77
 - Tax Liability \$ 22,700.86
 - IL \$ 3,552.60
 - FED \$ 19,148.26

[Handwritten Signature]
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VII. Staff Reports

[Return to Home](#)

To: Tracey Crawford
From: Rachel Hubsch and Andrea Griffin
Re: Program Report, July 11, 2020 – Sept 1, 2020

NWSRA Programs and Services

Therapeutic Recreation Programs continue to be both in person and virtual and offered through an electronic monthly brochure. Due to popular demand, NWSRA has increased 1:1 programming with a Certified Therapeutic Recreation to six specific activities, which include, Cultural Arts, Athletics, Club Wellness, Accessible Technology, Leisure Activities and Personal Goals. Virtual programming will continue to be an option for families while we navigate returning to the new normal.

Lightning Athletics, in person programming, has starting to grow with the addition of basketball skills, bocce, power lifting added to golf league and skills. NWSRA will be sending 11 Lightning Golfers and 2 full time Coaches to the first Special Olympic Golf Tournament in September. This will be the first tournament offered to athletes since March and NWSRA Lightning Athletes are thrilled to be a part of it.

NWSRA Inclusion Services

The Inclusion Department, in partnership with Park District contacts, closed the 2020 summer season with a focus on evaluating the inclusion process to ensure staff, guardians, and member park districts are adequately supported. Positive feedback was focused on two of the resources that ensured safety and success during the summer, which were the personal protect equipment (PPE) bags along with the newly updated COVID detailed inclusion process. Due to the positive feedback, these two resources carried over into the school year as remote learning sites began. Throughout the summer season, the Inclusion Team made every effort to be on-site to check in with the staff, participants, and park districts contacts. Since COVID began in March, the team has made over 40 in person contact hours at all member districts. More recently, the team has been conducting trainings to member park district staff on how to adapt games (to ensure PPE & CDC guidelines are followed), as well as behavior management to help with being proactive and preventing negative behaviors, especially in such an abnormal time.

Collaborative Programs

The PURSUIT Adult Day program experienced a virtual field trip to the Cernan Earth and Space Center in River Grove, IL. Staff members at Cernan Earth & Space Center provided an informative virtual tour and each client enjoyed learning more about astrology. The Collaborative Team is working hard to prepare each site and completing virtual and in person assessments to insure clients can follow the new guidelines due to COVID for in person programming to being on Tuesday, September 8. All five sites will start back after six months of being strictly virtual. The Buffalo Grove location will be conducting trials during the first few weeks to assess each new client will be able to safely and successfully follow all guidelines and adhere to the 1:4 staff to client ratios.

Community Updates: (Recruitment / Outreach)

- Rachel Hubsch, Superintendent of Recreation presented on Therapeutic Recreation Internships virtually to Recreation Therapy Students at Aurora University on August 27.
- PURSUIT hired a Direct Service Provided (DSP) Lead for the PURSUIT site in Wheeling, currently recruiting for Buffalo Grove site.
- Brought back 32 more part time furloughed employees this fall to help assist in the inclusion process at member districts. Each completed proper annual training and new Inclusion guidelines due to COVID.

MARKETING & PR REPORT JULY/AUGUST

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

MEDIA

DAILY HERALD

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

DAILY HERALD BUSINESS LEDGER

- Submitted SLSF information for the Business Ledger Philanthropy Guide

TRIBLOCAL/METROMIX

- Added SLSF events to online calendar of events

MISCELLANEOUS

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

ONLINE

- New activities uploaded to NWSRA Activity Center
- Monthly Face to Face and Virtual Programming promoted
- A Day of Togetherness promoted
- SLSF Trivia Nights and Dine & Donate promoted
- ADA 30th Anniversary promotions created
- Monthly NWSRA and SLSF Board Update e-newsletters sent

PUBLICATIONS AND FLYERS

- New infographics for COVID-19 response
- Monthly Face to Face and Virtual program brochures
- SLSF Golf Outing and Celebrate Ability materials promoted
- Virtual programming and Activity Center materials
- New "Safe Zone Discussion" logo and materials created
- New "Delicious Dishes" recipe book created
- SLSF Trivia Night materials created
- New Infographics and COVID-19 materials
- New Board COVID-19 Update presentations created
- New Kevin's Club flyer and 19th hole logo and signs created

MISCELLANEOUS

- Wheeling and Buffalo Grove program spaces technology installed
- Submitted Virtual Programming for Special District Governmental Technology Award
- Signage/artwork for new program spaces
- New Leisure Education video
- Participated in IPRA Mascot video

IN PROGRESS

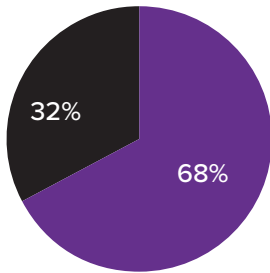
- NWSRA Fall Virtual Programming websites/brochure/registration
- Transportation Needs, Accommodations and Obstacles survey next steps
- Database build project
- Various publications and online media
- PowerDMS implementation
- 2020 NWSRA/SLSF materials



WEBSITE STATISTICS

9,447 TOTAL PAGE VIEWS

5,096 TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1,373 NEW VISITORS

MOST VISITED PAGES

11. NWSRA | Activity Center
2. NWSRA | Homepage
3. NWSRA | Brochure
4. NWSRA | Staff Contacts
5. NWSRA | Employment Opportunities
6. NWSRA | Coronavirus Updates
7. NWSRA | Day Camps
8. NWSRA | PURSUIT
9. NWSRA | Staff/Volunteer Portal
10. About | NWSRA

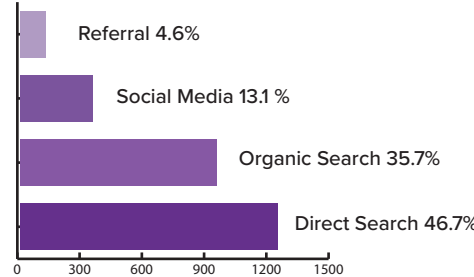
PAGE VIEWS

- 4,402
- 3,402
- 815
- 315
- 180
- 152
- 141
- 121
- 118
- 104

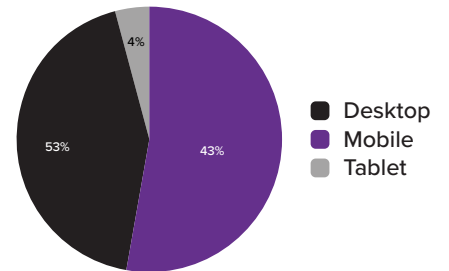
AVG. TIME SPENT

- 2:42
- 1:18
- 3:29
- 2:09
- 1:25
- 3:12
- 57 sec
- 2:04
- 2:20
- 1:58

TOP CHANNELS



DEVICES BEING USED



■ Desktop
■ Mobile
■ Tablet

SOCIAL MEDIA STATISTICS



Total Page Likes: 8,937
Post Engagements: 4,690
Post Reach: 32,082
Page Views: 1,372



Total Followers: 385
Impressions: 9.6K
Post Engagements: 291



Total Followers: 601
New Followers: 29
Post Likes: 488
Post Impressions: 4,555
Post Engagements: 507

TRENDING POSTS

- Construction Updates - Wheeling & Buffalo Grove
- PURSUIT/STAR Reverse Parade
- ADA 30 Anniversary Celebration
- NWSRA Day Camp
- NWSRA Virtual Programming
- Announcement of Face To Face Programs for July
- #AllInIllinois
- NWSRA Activity Center

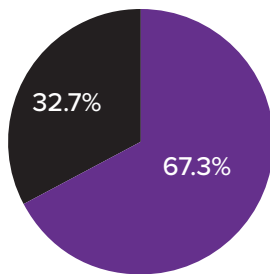


WEBSITE STATISTICS

www.nwsra.org

9,215 TOTAL PAGE VIEWS

4,904 TOTAL SESSIONS



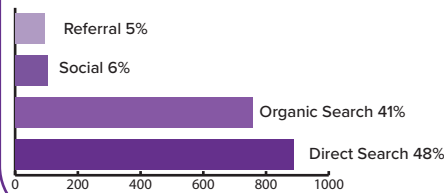
■ New Visitor
■ Returning Visitor

1,390 NEW VISITORS

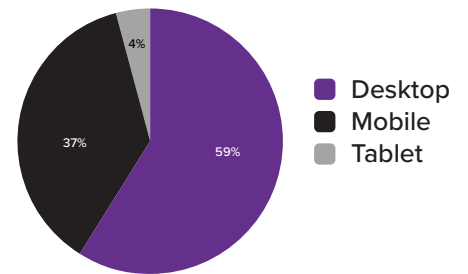
MOST VISITED PAGES

MOST VISITED PAGES	PAGE VIEWS	AVG. TIME SPENT
1. NWSRA Virtual Programming	3,276	3:26
2. NWSRA Homepage	2,706	1:28
3. NWSRA Activity Center	1,056	2:54
4. NWSRA NWSRA Brochure	820	3:33
5. NWSRA Staff Contacts	345	38 sec
6. NWSRA Employment Opportunities	159	1:21
7. NWSRA Staff/Volunteer Portal	106	2:01
8. NWSRA PURSUIT	102	2:35
9. NWSRA Volunteer Opportunities	98	2:45
10. About NWSRA	70	2:23

TOP CHANNELS



DEVICES BEING USED



■ Desktop
■ Mobile
■ Tablet

SOCIAL MEDIA STATISTICS



Post Reach: 17,207
 Total Page Likes: 8,928
 Post Engagements: 2,042
 Page Views: 1,049



Impressions: 6,650
 Total Followers: 386
 Post Engagements: 305



Post Impressions: 3,204
 Post Reach: 2,452
 Total Followers: 606
 Post Likes: 358

TRENDING POSTS

- NWSRA Art Contest Winner - ADA Celebration
- NWSRA Virtual and In Person Programming
- NWSRA Programming Spaces at Wheeling and Buffalo Grove opening
- NWSRA Bus Visit
- NWSRA Sensory Garden



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

Sponsorships: Sponsorship dollars are part of the SLSF event budgets. The FY 2020 budgeted amount is \$76,600. As of September 11th, \$32,747 has been received. Additional sponsorship dollars are being solicited through events, community outreach and for specialized NWSRA projects.

Grants: The FY 2020 grant budgeted amount is \$86,000 which is lower than the past two years due to the completion of a multi-year grant that SLSF received. As of September 11th, SLSF has applied for \$79,500 in grants with \$69,000 approved and the remaining grants still pending. SLSF is continuing to research and submit grants to assist with unbudgeted items needed to help with the necessary personal protective equipment that is needed with the start of in person programming.

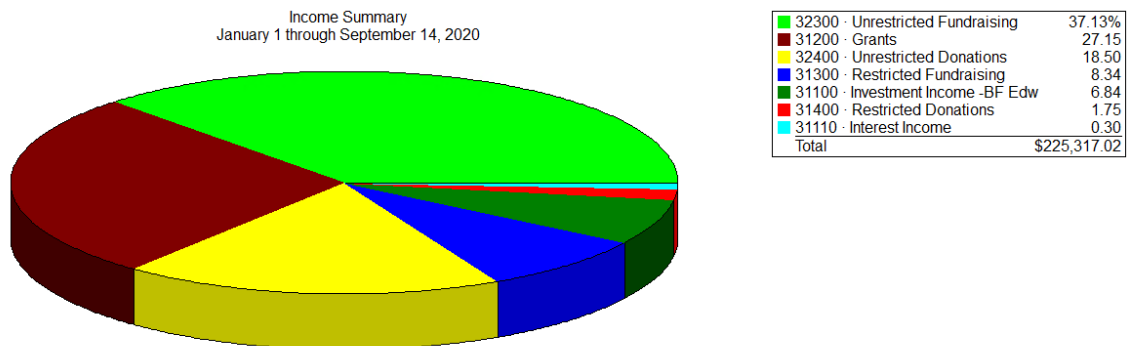
Events: The FY 2020 Events budgeted amount is \$293,665. The total amount received in event dollars as of September 11th is \$102,432. SLSF will host three additional golf outings in September and the Gala in November. A portion of those dollars represent event sponsorships as shown in the sponsorship portion of this report.

Donations:

- SLSF received \$5,000 from a donor who requested to remain anonymous in July.
- SLSF received over \$3,800 in donations from NWSRA families who donated their NWSRA credits to the foundation.
- Over \$800 has been received through memorial donations.

Grants to NWSRA: The Board approved a grant in the amount of \$287,500 for the fiscal year 2020. Due to the need to reschedule two of the spring events and the cancellation of NWSRA in person programs, SLSF will be granting money to NWSRA throughout the year along with the May, October and December Asks, when necessary. To date, SLSF has granted over \$140,206 to NWSRA or through direct payments for the rent for NWSRA programming spaces, furniture purchases for new spaces, and safety protective equipment.

Outreach: SLSF staff are continuing to reach out to sponsors, grantor and donors to ascertain their comfort level in attending events and holding in person meetings while adhering to the social distancing guidelines. Staff are also making phone calls and having zoom calls with committee and NWSRA family members. SLSF staff are continuing to attend free webinars and attend virtual community meetings for networking purposes at this time.



VIII. Old Business

[Return to Home](#)

To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: COVID-19 Update
Date: September 10, 2020

With the continued, collective support of Member Park Districts, NWSRA remains committed to addressing the unique physical, social, emotional, cognitive and spiritual needs of individuals with disabilities within our communities. Following for your review is the link to the NWSRA COVID-19 Update for September 23:

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

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

- Unemployment and Sick Reimbursement Numbers
- Virtual Program Statistics
- General Recreational Therapy Program Comparison
- Summer Programs Marketing and Public Relations

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

To: NWSRA Board of Directors
From: Tracey Crawford, Executive Director
Re: Member District Annual Assessment
Date: September 23, 2020

The Preliminary 2021 MDAA was calculated using the 75% EAV and 25% Gross Population formula.

During the July 22, 2020 Board Meeting, the NWSRA Board voted to approve the proposed 2021 MDAA as presented and approved taking each Member Districts Proposed 2021 Annual Assessment to their perspective Board for approval August 30, 2020.

All 17 Member District Resolutions have ratified the 2021 NWSRA Assessments.

Motion:

A motion to approve the 2021 MDAA as presented.

**NORTHWEST SPECIAL RECREATION ASSOCIATION
PROPOSED MDAA 2021**

**AT
0%**

Member Park District	2017 E.A.V. For 2019 MDAA	2018 E.A.V. For 2020 MDAA	INCREASE (DECREASE)	% Incr/Decr	2018 E.A.V. For 2020 MDAA	2019 E.A.V. For 2021 MDAA	INCREASE (DECREASE)	% Incr/Decr	2019 E.A.V.*	% of Total EAV	75% of total MDAAA	Gross Population	% of Total Population	25% of total MDAAA	2021 Proposed MDAA	% of Total MDAA
Arlington Heights	2,827,099,756	2,800,117,742	(26,982,014)	-0.95%	2,800,117,742	3,226,379,740	426,261,998	15.2%	3,226,379,740	13.76%	445,953.98	75,101	11.67%	126,033.61	571,987.59	13.2%
Bartlett	1,122,580,528	1,142,084,158	19,503,630	1.74%	1,142,084,158	1,218,097,755	76,013,597	6.7%	1,218,097,755	5.20%	168,366.90	41,208	6.40%	69,154.78	237,521.67	5.5%
Buffalo Grove	1,638,050,751	1,662,025,666	23,974,915	1.46%	1,662,025,666	1,790,991,751	128,966,085	7.8%	1,790,991,751	7.64%	247,552.98	41,554	6.46%	69,735.43	317,288.41	7.3%
Elk Grove	1,645,840,479	1,641,498,492	(4,341,987)	-0.26%	1,641,498,492	1,942,415,575	300,917,083	18.3%	1,942,415,575	8.29%	268,482.95	32,458	5.04%	54,470.63	322,953.58	7.5%
Hanover Park	544,062,308	558,339,684	14,277,376	2.62%	558,339,684	638,428,503	80,088,819	14.3%	638,428,503	2.72%	88,244.34	38,533	5.99%	64,665.62	152,909.96	3.5%
Hoffman Estates	1,425,444,338	1,394,409,666	(31,034,672)	-2.18%	1,394,409,666	1,622,870,712	228,461,046	16.4%	1,622,870,712	6.92%	224,315.09	51,895	8.06%	87,089.57	311,404.66	7.2%
Inverness	236,405,429	228,282,510	(8,122,919)	-3.44%	228,282,510	230,224,272	1,941,762	0.9%	230,224,272	0.98%	31,821.87	4,060	0.63%	6,813.44	38,635.31	0.9%
Mt. Prospect	1,667,332,206	1,645,671,872	(21,660,334)	-1.30%	1,645,671,872	1,945,499,549	299,827,677	18.2%	1,945,499,549	8.30%	268,909.23	54,771	8.51%	91,916.04	360,825.27	8.4%
Palatine	2,242,622,472	2,182,587,072	(60,035,400)	-2.68%	2,182,587,072	2,472,145,053	289,557,981	13.3%	2,472,145,053	10.55%	341,702.78	83,000	12.90%	139,289.61	480,992.40	11.1%
Prospect Heights	353,599,937	348,720,895	(4,879,042)	-1.38%	348,720,895	386,873,678	38,152,783	10.9%	386,873,678	1.65%	53,474.13	15,000	2.33%	25,172.82	78,646.95	1.8%
River Trails	491,828,445	483,762,813	(8,065,632)	-1.6%	483,762,813	559,100,594	75,337,781	15.6%	559,100,594	2.39%	77,279.54	17,000	2.64%	28,529.20	105,808.74	2.4%
Rolling Meadows	639,643,910	626,888,059	(12,755,851)	-1.99%	626,888,059	756,326,298	129,438,239	20.6%	756,326,298	3.23%	104,540.31	20,000	3.11%	33,563.76	138,104.07	3.2%
Salt Creek	170,634,521	167,156,054	(3,478,467)	-2.04%	167,156,054	205,261,215	38,105,161	22.8%	205,261,215	0.88%	28,371.45	6,300	0.98%	10,572.59	38,944.03	0.9%
Schaumburg	3,520,997,988	3,445,860,113	(75,137,875)	-2.13%	3,445,860,113	3,965,450,962	519,590,849	15.1%	3,965,450,962	16.92%	548,109.27	74,227	11.53%	124,566.87	672,676.14	15.6%
South Barrington	492,251,559	478,994,493	(13,257,066)	-2.69%	478,994,493	483,574,401	4,579,908	1.0%	483,574,401	2.06%	66,840.22	5,075	0.79%	8,516.80	75,357.02	1.7%
Streamwood	730,677,142	708,300,951	(22,376,191)	-3.06%	708,300,951	814,255,046	105,954,095	15.0%	814,255,046	3.47%	112,547.29	40,615	6.31%	68,159.61	180,706.90	4.2%
Wheeling	1,015,635,067	1,003,349,059	(12,286,008)	-1.21%	1,003,349,059	1,184,465,400	181,116,341	18.1%	1,184,465,400	5.05%	163,718.19	42,800	6.65%	71,826.45	235,544.65	5.5%
Total	20,764,706,836	20,518,049,299	(246,657,537)		20,518,049,299	23,442,360,504	2,924,311,205		23,442,360,504	100%	3,240,230.51	643,597	100%	1,080,076.84	4,320,307.35	100.0%

*The 2019 EAV is the most current available.

**2020 MDAA

2020 MDAA Budget	4,320,307.35	0.0%	-	4,320,307.35
Change in value				
TOTAL				4,320,307.35

The computations are completed using the 75% EAV and 25% Population for each Park District's individual contribution, and 2% floor/ceiling for the total MDAA contribution.

2021	4,320,307.35
2020	(4,320,307.35)
Increase	-

IX. New Business

[Return to home](#)

TO: Tracey Crawford, Executive Director
FROM: Brian Selders, Manager of Public Relations and Marketing
RE: Printing RFQ Postponement
DATE: September 8, 2020

In the past NWSRA has sent an RFQ for printing projects to take place over the following three years. The purpose of this RFQ was to enhance the ability of staff to forecast printing expenses, save on costs and ensure consistency in printing across various marketing pieces. Due to the evolving circumstances related to COVID-19, staff have made many changes to the communication strategy of NWSRA. The most cost-effective delivery method has been electronic, through web-based platforms including social media, website and e-delivery systems.

Following are the major pieces, that have been traditionally printed in the past, that will be delivered electronically in 2021:

- Seasonal Brochure
 - In order to quickly adapt to change, programming is now offered on a month-to-month basis. This new programming strategy makes printing and mailing extremely cost prohibitive. Staff have received a great response to date on the electronic brochures.
 - If print copies are needed, staff will print them in-house
 - Staff have informed John Swift Printing that the brochure will be delivered electronically moving forward via phone and e-mail. Attached is the e-mail correspondence.
- Day Camp Brochure
 - At this point, we do not know what Day Camp 2021 will look like, and electronic delivery is the most cost-effective and adaptable option.
 - If print copies are needed, staff will print them in-house
- Annual Report
 - If print copies are needed, staff will print them in-house

Following is a listing of other items traditionally included within the printing RFQ:

- SLSF event materials (Celebrate Ability and Gold Medal Fashion Show)
 - Materials include invitations, raffle tickets and day of event program book
 - Staff and committees will work together to determine the best course of action for event hosting/communication, dependent on COVID-19 guidelines
- SLSF and NWSRA Thank You cards and envelopes
- SLSF donation remittance envelopes
- SLSF and NWSRA envelopes

Attached for your review are:

- Pricing from 2018-2021 RFQ
- Correspondence with TPM Graphics
 - Included in this correspondence is a commitment from TPM Graphics to keep pricing consistent, with a maximum increase of 5% for any print jobs previously quoted.
 - The 2018-2021 RFQ amount plus 5% will be used for budgeting purposes
- Correspondence with John Swift Printing
 - Included in this correspondence is a commitment from John Swift to keep pricing consistent for the Celebrate Ability Program Book and the NWSRA/SLSF Thank You Card Envelopes that they have previously printed.
 - The amounts quoted within the correspondence will be used for budgeting purposes

Postponing the 3 year RFQ will ensure that NWSRA has the flexibility to adapt to changing circumstances throughout the year related to COVID-19. In 2021, staff will reconvene to discuss the strategy for printing materials in 2022 and beyond.

Motion: To approve the postponement of the 3 year Printing RFQ to 2022

	Vendor	Bid Amount
NWSRA Seasonal Brochure	John S. Swift	\$34,341.00
Annual Report	Creekside Printing	\$7,011.00
Day Camp Brochure	TPM Graphics	\$1,890.00
SLSF Gold Medal Fashion Show Stationary	TPM Graphics	\$3,114.00
SLSF Gold Medal Fashion Show Program Book	TPM Graphics	\$1,620.00
SLSF Gold Medal Fashion Show Raffle Ticket	TPM Graphics	\$705.00
SLSF Celebrate Ability Raffle Ticket	TPM Graphics	\$486.00
SLSF Celebrate Ability Stationary	TPM Graphics	\$3,465.00
SLSF Celebrate Ability Program Book	John S. Swift	\$1,740.00
SLSF Holiday Annual Appeal	TPM Graphics	\$10,056.00
NWSRA Thank You Cards	TPM Graphics	\$480.00
SLSF Thank You Cards	TPM Graphics	\$480.00
NWSRA/SLSF Thank You Card Envelopes	John S. Swift	\$255.00
NWSRA Stationary	TPM Graphics	\$630.00
NWSRA Envelope	TPM Graphics	\$588.00
SLSF Stationary	TPM Graphics	\$810.00
SLSF Envelope	TPM Graphics	\$786.00
PURSUIT Stationary	TPM Graphics	\$474.00
PURSUIT Envelope	TPM Graphics	\$870.00
SLSF Donation Remittance Envelope	TPM Graphics	\$462.00
	Total	\$70,263.00

Brian Selders

From: Larry Mongoven <larry@tpmgraphics.com>
Sent: Wednesday, July 15, 2020 4:54 PM
To: Brian Selders
Subject: Upcoming jobs

Hello Brian,

Thank you for calling me about the upcoming season of printing jobs. As you know I was curious about how the next term would transpire.

My pricing, as you have seen over the last 3 years has remained steady. I do not see any reason that this trend will not continue.

Our company has not had any widespread price increases, since we have not been dealt any material increases over these years.

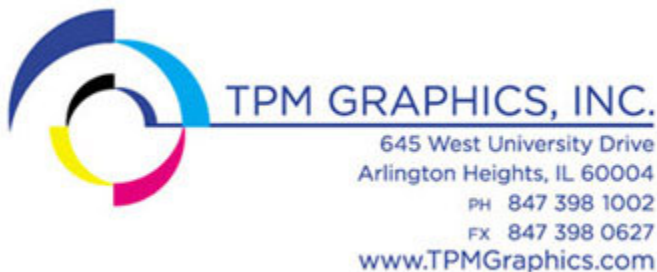
At this point, I have not heard of any upcoming changes to our material cost.

As such, we would propose that we will continue to produce the work we have been doing for a very similar cost, or a slight increase (maybe 5%), if our costs do rise.

I feel like you and Maria have been happy with our work, as well as our service, so we look forward to continuing our successful business relationship.

If there is anything that you would like for us to do, please let me know and we will try to accommodate.

In the meantime, thanks for the loyalty!
We like working with you and your team.
Have a great evening,
Larry



Brian Selders

To: 'Felicia Muresan'
Cc: Mandy Koehler
Subject: RE: RE: NWSRA Following up

Thank you so much for the information!

Brian Selders, CPRP

Superintendent of Communications & IT

Phone: 847/392-2848, ext. 264

E-mail: bselders@nwsra.org

From: Felicia Muresan <fmuresan@johnswiftprint.com>

Sent: Thursday, August 13, 2020 2:24 PM

To: Brian Selders <brians@nwsra.org>

Cc: Mandy Koehler <mkoehler@johnswiftprint.com>

Subject: Re: NWSRA Following up

Hi Brian,
Sorry for the delay in getting back to you.

I found the pricing for these 2 other projects and some details.

1. Celebrate Ability Program Book \$580.00 per issue - no mailing
We can hold these prices .

2. NWSRA/SLSF Thank You Card Envelopes - \$255.00
Yes we can hold these prices

Thanks

Warm Regards,
Felicia

847-465-3300 x 182

From: Brian Selders <brians@nwsra.org>

Sent: Friday, July 31, 2020 4:19 PM

To: Felicia Muresan <fmuresan@johnswiftprint.com>

Cc: Mandy Koehler <mkoehler@johnswiftprint.com>

Subject: RE: NWSRA Following up

Hi Felicia,

Brian Selders

From: Brian Selders
Sent: Wednesday, July 29, 2020 2:15 PM
To: Mandy Koehler
Subject: Following up

Hi Mandy,

It was great speaking with you today! As we discussed, in response to the COVID-19 pandemic and the evident need to cut costs while shifting the way we deliver recreational programs, NWSRA will not be printing future versions of the seasonal NWSRA brochure at least through the end of 2021. Due to the change in strategy for brochure delivery, as well as shift of other traditional printed items becoming digital, NWSRA will not be putting forth a 3 year RFQ for print jobs beginning in 2021. This will allow us to be more flexible toward addressing our print needs.

However, as available jobs come up, I will certainly reach out to you for pricing, and look forward to our continued relationship. Thank you for your time and please feel free to reach out to me if you have any questions.

Sincerely,

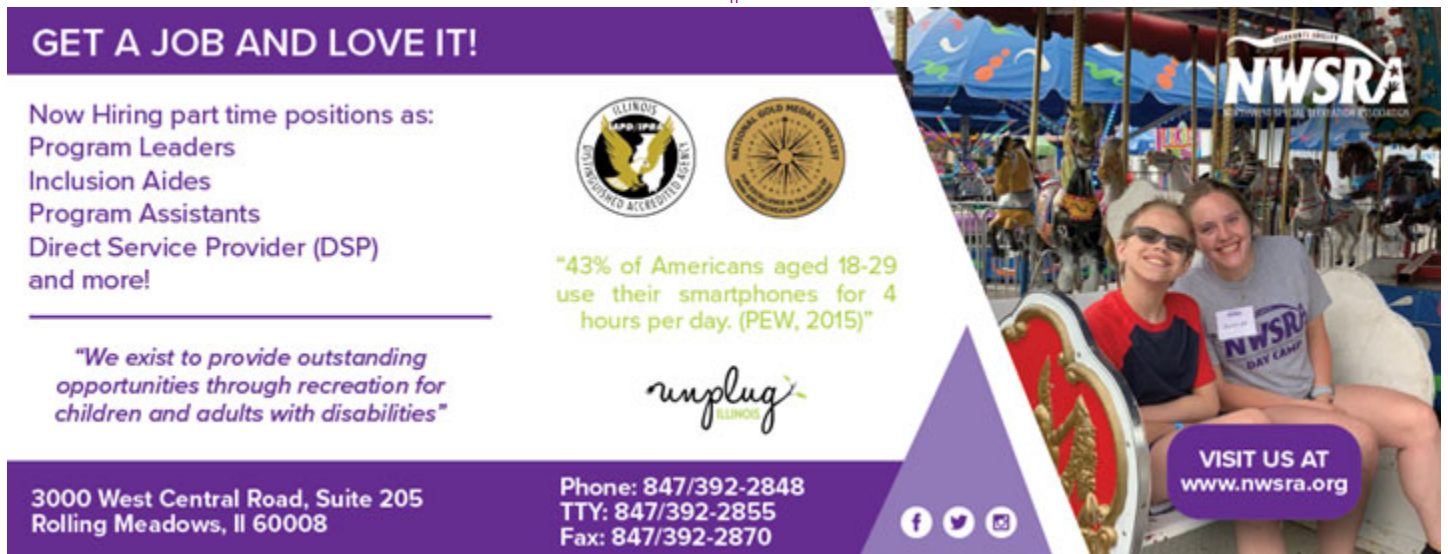
Brian Selders, CPRP

Superintendent of Communications & IT

Phone: 847/392-2848, ext. 264

E-mail: bselders@nwsra.org

#



GET A JOB AND LOVE IT!

Now Hiring part time positions as:
Program Leaders
Inclusion Aides
Program Assistants
Direct Service Provider (DSP)
and more!

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Photo of two people on a carousel horse.

To: Tracey Crawford, Executive Director
From: Brian Selders, Superintendent of Communications & IT
Re: 2nd and 3rd Floor Copier quote results and recommendation
Date: September 4, 2020

The contracts for the copiers on the 2nd and 3rd floors will expire in March 2021, and staff performed a thorough review of available options for choosing a vendor from whom to lease a new copier. Staff created an online survey listing the minimum specifications for copiers as shown on the attached pages. Based upon information received, staff are recommending the lease of the 2nd and 3rd floor copiers through Konica Minolta for 48 months to begin on or after September 28, 2020.

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Re: 2nd and 3rd Floor Copier quote results and recommendation
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The contracts for the copiers on the 2nd and 3rd floors will expire in March 2021, and staff performed a thorough review of available options for choosing a vendor from whom to lease a new copier. Staff created an online survey listing the minimum specifications for copiers as shown on the attached pages. The online survey created a consistent comparison among all vendors, and was sent to Konica Minolta, Sharp Benefax, Ricoh Business Systems, Proven IT, and Elite Document Solutions.

Several factors, including service contract price and length, toners per year and overage charges, folding and finishing, pages per minute, overage charges for printing and other factors provided a basis for a fair comparison between the vast number of copier options available. On average, the copiers print:

- 2nd Floor: approx.24,180 black & white copies/month
- 3rd Floor: approx. 16,109 color copies and 14,044 black & white copies/month

It is imperative that the copiers leased will handle these workloads.

Attached are the following documents:

1. 2nd floor copier vendor comparison- specifications and pricing for 48 month lease
2. 3rd floor copier vendor comparison- specifications and pricing for 48 month lease

Following is an overall price comparison among all vendors for total lease expenses for the 48 month period:

	Konica Minolta	Benefax	Sharp	Elite Document Solutions
2nd Floor copier (48 month lease)	\$20,377.92	\$33,948.00	\$29,132.16	\$19,847.04
3rd Floor copier (48 month lease)	\$35,654.88	\$42,588.00	\$70,172.16	\$52,258.08
Total 48 month lease cost- both copiers	\$56,032.80	\$76,536.00	\$99,304.32	\$72,105.12

The recommendation of the staff toward the decision upon the vendor to be selected is based on the following factors:

1. 2nd and 3rd floor copiers will be leased together from the same vendor to keep service consistent and maximize cost-effectiveness
2. Vendor recommended must have a good track record of customer service
3. Vendor recommended must meet the specifications set forth in the quote request

The Konica Minolta machines meet all of the requirements at the lowest cost. In addition, Konica Minolta will remove the existing copiers and replace with the new model, decreasing staff time and cost. Finally, there will be little to no learning curve with the staff for using the new machines, since the old machines were similar models. In addition, the new OneRate pricing includes a substantial reduction in pricing compared to the current spend. Due to the new pricing, staff recommend beginning the new lease as soon as possible to maximize cost savings. Based upon this information, staff are recommending the lease of the 2nd and 3rd floor copiers through Konica Minolta for 48 months to begin on or after September 28, 2020.

Motion to approve the staff recommendation of Konica Minolta as the vendor for the 2nd and 3rd floor copiers for a lease term of 48 months.

Comparison of specifications- 2nd floor copier

	Konica Minolta	Benefax	Sharp	Elite Document Solutions
Make	Konica Minolta	Lexmark	Sharp	Xerox
Model #	Bizhub 658E	XC6152	MX-M654N	B8170
Pages Per Minute B/W	65	52	65	72
# of Paper Trays	3	4	3	4
Document Feeder Size	300 sheets	100 sheets	300 sheets	250 sheets
Finisher Model	FS-536SD	XC6152	MX-FN22	Booklet Finisher

Specification Description	Meets Specification?	Meets Specification?	Meets Specification?	Meets Specification?
Minimum 65 ppm B/W	Yes	No	Yes	Yes
Ability to print 250,000+ copies/year	Yes	Yes	Yes	Yes
Dual Scanner Document feeder	Yes	Yes	Yes	Yes
Large Capacity Document Feeder (min. 125 sheets)	Yes	Yes	Yes	Yes
3 paper trays (letter, legal & ledger) plus bypass and minimum 3000 sheet large capacity letter tray	Yes	No	Yes	Yes
Networking capabilities	Yes	Yes	Yes	Yes
Scanning capabilities- PDF, compact PDF, TIFF, JPG, XPS & PPTX	Yes	Yes	Yes	Yes
USB drive printing & scanning capabilities	Yes	Yes	Yes	Yes
Service contract/ maintenance plan	Yes	Yes	Yes	Yes
Removal & return of existing copier	Yes	Yes	Yes	Yes

Duplex to include 60# cardstock	Yes	Yes	Yes	Yes
Staple, including booklet sadd-stitch: minimum 50 sheets	Yes	No	Yes	Yes
3-hole punch	Yes	No	Yes	Yes
Front/back covers	Yes	Yes	Yes	Yes
Single pass dual scan (up to 280 IPM)	Yes	No	Yes	Yes
Minimum 4GB RAM	Yes	Yes	Yes	Yes
Minimum 256 GB Hard Drive	Yes	Yes	Yes	Yes
Tri-fold option	Yes	No	Yes	Yes
Maximum Response time for sending an engineer onsite	4-6 hours	4-6 hours	24 hours	0-2 hours

Financial Comparison: 48 month lease- 2nd floor copier

	Konica Minolta	Benefax	Sharp	Elite Document Solutions
Monthly lease amount	\$424.54	\$495.00	\$422.49	\$295.00
Estimated Monthly Overage Rate/Toner	\$0.00	\$179.00	\$154.43	\$118.48
Monthly service contract/maintenance fees	\$0.00	\$33.25	\$30.00	\$0.00
Estimated Monthly misc. fees	\$0.00	\$0.00	\$0.00	\$0.00
Total Monthly Costs	\$424.54	\$707.25	\$606.92	\$413.48
Removal & return of existing copier	\$0.00	\$1,050.00	\$800.00	\$0.00
TOTAL LEASE EXPENSE for 48 months	\$20,377.92	\$33,948.00	\$29,132.16	\$19,847.04

Comparison of specifications- 3rd floor copier

	Konica Minolta	Benefax	Sharp	Elite Document Solutions
Make	Konica Minolta	Lexmark	Sharp	Xerox
Model #	Bizhub 650i	XC6152	MX-6580N	C8170
Pages Per Minute B/W	65	52	65	70
# of Paper Trays	3	4	3	4
Document Feeder Size	300 sheets	100 sheets	300 sheets	250 sheets
Finisher Model	FS-540SD	XC6152	MX-FN22	Booklet Finisher

Specification	Meets Specification?	Meets Specification?	Meets Specification?	Meets Specifications?
Minimum 65 ppm B/W	Yes	No	Yes	Yes
Ability to print in color	Yes	Yes	Yes	Yes
Ability to print 250,000+	Yes	Yes	Yes	Yes
Dual Scanner Document feeder	Yes	Yes	Yes	Yes
Large Capacity Document Feeder (min. 125 sheets)	Yes	Yes	Yes	Yes
3 paper trays (letter, legal & ledger) plus bypass and minimum 3000 sheet large capacity letter tray	Yes	No	Yes	Yes
Networking capabilities	Yes	Yes	Yes	Yes
Scanning capabilities- PDF, compact PDF, TIFF, JPG, XPS & PPTX	Yes	Yes	Yes	Yes

USB drive printing & scanning capabilities	Yes	Yes	Yes	Yes
Service contract/ maintenance plan	Yes	Yes	Yes	Yes
Removal & return of existing copier	Yes	Yes	Yes	Yes
Duplex to include 60# cardstock	Yes	Yes	Yes	Yes
Staple, including booklet sadd-stitch: minimum 50 sheets	Yes	No	Yes	Yes
3-hole punch	Yes	No	No	Yes
Front/back covers	Yes	Yes	Yes	Yes
Single pass dual scan (up to 280 IPM)	Yes	No	Yes	Yes
Minimum 4GB RAM	Yes	Yes	Yes	Yes
Minimum 256 GB Hard Drive	Yes	Yes	Yes	Yes
Tri-fold option	Yes	No	Yes	Yes
Maximum Response time for sending an engineer onsite	4-6 hours	4-6 hours	24 hours	0-2 hours

Financial Comparison: 48 month lease- 3rd floor copier

	Konica Minolta	Benefax	Sharp	Elite Document Solutions
Monthly lease amount	\$742.81	\$495.00	\$1,277.49	\$295.00
Estimated Monthly Overage Rate	\$0.00	\$359.00	\$154.43	\$793.71
Monthly service contract/maintenance fees	\$0.00	\$33.25	\$30.00	\$0.00
Estimated Monthly misc. fees	\$0.00	\$0.00	\$0.00	\$0.00
Total Monthly Costs	\$742.81	\$887.25	\$1,461.92	\$1,088.71
Removal & return of existing copier	\$0.00	\$1,050.00	\$800.00	\$0.00
TOTAL LEASE EXPENSE for 48 months	\$35,654.88	\$42,588.00	\$70,172.16	\$52,258.08

X. Information /Action Items

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Blog

Happy Birthday, Ada! How Parks and Recreation Is Celebrating Access and Inclusion and the Americans with Disabilities Act

By [John McGovern](#) | Posted on July 23, 2020

Tags: [Urban Parks and Recreation](#), [Trends and News](#), [Social Equity](#), [Operations](#), [Health and Wellness](#)

The Americans with Disabilities Act (ADA) became effective for county, city, town, park district, and state programs and facilities on January 26, 1992. President George H.W. Bush signed it into law on July 26, 1990. So, in a way, this most unusual summer is the 30th birthday of the ADA. So how are park and recreation agencies celebrating this aspect of diversity? This post reviews what we know about the ADA, and what some agencies are doing to celebrate access and inclusion.

What do we know about the ADA requirements?

A lot. Thirty years has shown us many good things, and some things we still need to improve.

- People with disabilities — young and old — have the right to the same park and recreation opportunities as do people without disabilities. We all know them by heart: sports, arts, music, social skills, venue participation, fitness, lifelong leisure skills like golf and tennis, fishing, boating, skiing, skating and more.
- Park and recreation agencies must conduct access audits of existing sites and facilities and contrast those sites to state and federal accessibility requirements. The robust requirement for an access audit and a system-wide transition plan is one of the capstones of the ADA regarding state and local governments, and it is also embedded in CAPRA.
- Park and recreation agencies must ensure that new sites — whether addressed by a design standard or not — are accessible to and usable by people with disabilities. It is amazing how many new sites fail. The design may be right, but the contractor had a bad day. Or, the design may



be wrong, and the contractor followed her plan to the letter.

- Park and recreation agencies must make communications to the public accessible. That includes e-blasts, cable, PowerPoint presentations, phone systems, and of course, apps, websites and online content. And, don't forget that you have, or will have, employees with health conditions or disabilities that affect their communication skills.

What do we know about ADA enforcement?

Again, a lot. Despite the popular belief that the current administration has scaled back civil rights enforcement, that cannot be said about enforcement of the ADA.

- Playgrounds must be accessible — that means surfaces, ground-level play components, elevated play components, and routes to the playground. The [settlement agreement](#) issued in June between the Iowa City Community School District and the federal government hit the key points: surface type, surface maintenance, ground-level play components, elevated play components, and importantly, accessible routes to the playground itself. This

is a mind-blowing settlement agreement. If you have playgrounds, you must read this settlement. What will you do when you get a complaint like this?

- Sports programs must be accessible and inclusive. A May 2020 settlement agreement leads the way here, with an elite-level teenage soccer player who is deaf winning the right to have a sign language interpreter paid for by the program, and not by his family.
- Afterschool programs must be accessible and inclusive. From disputes with local governments to nonprofits like YMCAs, the message is clear. Have a process, conduct assessments, create plans and serve all in the community.
- Families of people with disabilities rule here. The Iowa City playground dispute, and almost every other dispute, were driven by families who were fed up with being denied access and inclusion. It is just my opinion, but people do not file a lawsuit because they cannot use your site or be in a program. They file a lawsuit because one of your coworkers provides a poor customer service approach to an inclusion or access discussion. If your answer to an access or inclusion question is a quick “no,” perhaps a better approach is to slow down, gather information and then make a decision. A thoughtful and mindful approach is much better than a knee-jerk reaction.
- A helpful way to regularly hear from people with disabilities in your community is to create a disability advisory board and give them something specific to address. An easy one is outreach to underinvested populations — which is a CAPRA requirement, by the way.
- Today, 33 states and the District of Columbia allow the use of medical marijuana. This is a tremendous therapeutic, supported by stacks of clinical research. Have your staff been asked to hold and present medical marijuana gummies for a kid undergoing cancer treatment to alleviate her pain? If you have not, how would you answer the question as to whether this is a reasonable modification under the ADA?
- Some supports for a person with a disability that we might think are too personal may be provided. Medical technology is changing. In 2016, a park and recreation agency won in court after being sued by the U.S. Department of Justice for not rectally administering anti-seizure medication. Less than four years later, though, that medicine is now available in a spray through the nose or the mouth — a big difference. When I worked in parks and recreation, we hired a nurse for summer camp. Yes, a nurse costs more than a camp counselor. But our world did not fall apart. Who on your team keeps current with changes in medical technology?
- Title II of the ADA requires documentation by park and recreation agencies whenever a request for support, because of disability, is denied. Reviewing these written records can be a great “fire drill,” allowing agencies to examine those times the answer is no and look for trends — were most by one staff, or one division of the department, or in regard to one registrant or one type of disability? These can also be used to forecast demand, perhaps for use in the budget process. Ask yourself: where in the agency do you go for all of the written documentation for the “no” answers by you and your coworkers?

Who stepped up and did something accessible or inclusive?

Northwest Special Recreation Association (Illinois)

“Our partner park districts knew that their existing facilities needed to be made accessible, so we created an ADA Projects program,” said Tracey Crawford, executive director of the Northwest Special Recreation Association (NWSRA) in the northwest suburbs of Chicago. NWSRA is a partnership of 17 local special-purpose park districts, funded by a separate property tax that can be used only to fund NWSRA programs, recreation inclusion and accessibility projects. From 2004 to 2020, NWSRA partners spent \$27,760,205 on accessibility projects, for an average of \$1,735,013 each year. That amount funded 1,804 projects in 16 years, to make NWSRA partner park district sites more accessible.

Crawford added, “These projects included small projects, like a \$61 grant to buy a door pressure gauge so that park district maintenance staff could meet requirements for pounds of force to open a door. But it also includes large projects, such as \$127,000 to fund an accessible route

through the grass of a large park, connecting the assets in the park-like playgrounds, restrooms and fields.”

For more information, visit [NWSRA's website](#).

City of Austin, Texas

For decades, the city of Austin has provided excellent community-based therapeutic recreation programs. From an ADA perspective, it has also been a leader. The parks and recreation department supports inclusion and manages the complex placements for programs that have children and adults with difficult behavior and complex health conditions. Several years ago the department audited all existing sites, and is now implementing a transition plan.

Scottsdale, Arizona

Under Deanna Zuppan, the manager of adaptive programs, Scottsdale has made great strides in serving people with disabilities. The Adaptive Recreation Center was renovated several years ago, and in 2018 a new kitchen was installed, allowing a program expansion. 2018 also saw the funding and development of a sensory room. Scottsdale also supports children and adults with disabilities who choose to recreate in the most integrated setting. Seeing the need for more supports for inclusion, Zuppan added Certified ADA Coordinator to her credentials in 2018.

Western Du Page Special Recreation Association (Illinois)

The Western Du Page Special Recreation Association (WDSRA) is an intergovernmental partnership of nine special-purpose park districts. Formed in 1976, it serves thousands of people with disabilities in the western suburbs. It does so through both community-based therapeutic recreation programs, as well as providing support for people with disabilities who choose inclusive participation.

The WDSRA inclusion team was searching for a simple way to describe the importance of inclusion, and how the recreation inclusion process can work. Jenna Johnson and Maddy Manden created a wonderful, clever, and simple way to do so — and you can see it in [this video](#).

Work like this lets everyone see behind the curtain and recognize that the concepts in recreation inclusion are often very simple — in fact, child's play if you like. It tends to be us that make recreation inclusion complex. For more information, visit [WDSRA's website](#).

Kettering, Ohio

In 2017, the city of Kettering began the access audit and transition plan process, along with some policy and program reviews. ADA Coordinator and Director of Human Resources Sara Mills Klein said, “We knew we were making new sites compliant, but we had not yet addressed our existing facilities and parks.” She added, “As we looked at this, especially in our Parks, Recreation, and Cultural Arts Department (PRCA), we realized we already had some great resources in place.”

Anna Breidenbach, a PRCA employee who knew the department, knew the city and knew disability issues, was re-tasked to the role of coordinating the response by the city to requests for reasonable modifications. Three years later, Breidenbach has conducted assessments and arranged support for hundreds of Kettering residents. On top of that, the city aggressively began an ADA transition plan project, spending hundreds of thousands annually on retrofits for parks and facilities.

Importantly, big supporters of these initiatives were the city manager and the city council.

City of El Paso, Texas

During the CAPRA process, the need for staff to possess a better understanding of ADA was identified. After the 2019 Texas Recreation and Parks Society conference, the City of El Paso Cultural Affairs and Recreation Department enjoyed a day-long training on every aspect of ADA implementation. Within six months of the training, the department resourced and then hired a manager of inclusion — a huge stride towards ADA compliance.

Eugene, Oregon

“The City of Eugene was fast out of the gate as far as our transition plan, addressing everything from parks and buildings to transportation systems and pedestrian infrastructure,” said Andy Fernandez, manager of adaptive programs and senior services for the City of Eugene Recreation Division. “The city continued to update the plan every year,” he added.

But the city didn't stop with bricks and mortar. Fernandez oversees staff who consult on the inclusion of people with disabilities with the department's program providers. He said, “Sports, senior centers, aquatics and arts programs have adopted the inclusion mandate well, and our therapeutic recreation staff consults with their staff on behavior, reasonable modifications and rules of conduct.”

Lastly, the city is thrilled that the University of Oregon Professional Architecture program uses the recreation division programs as an example — touring soon-to-be-designers and showing the many nuances of design and use by people with disabilities.

Somerset County, New Jersey

Dina Trunzo is a Certified Therapeutic Recreation Specialist and leads the community-based therapeutic recreation programs for Somerset County Park Commission, as well as supporting inclusive recreation participation for 16 municipal recreation departments within the county. She has decades of experience, and when asked, told a story that stood out for her. “We had twins, girls about 7 years old, and one was