



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

**July 22, 2020**

**10:30 a.m.**

**Virtual Board Meeting**

**<https://us02web.zoom.us/j/83891039567>**

**Call in number: 1 (312) 626-6799**

**Meeting ID: 838 9103 9567**

## **Agenda**

- I. Call to Order
  - Roll Call
  
- II. Introduction of Guests
  
- III. Public Comment
  
- IV. Approval of Agenda
  
- V. Approval of Consent Agenda – Pages 3-32
  - A. Approval of Minutes - May 27, 2020
  - B. NWSRA Financial Reports – May 31 & June 30, 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. #6 dated June 19, 2020 - \$171,368.98
    - 2. #7 dated July 22, 2020- \$414,334.81
  - D. Bi-Weekly Payroll:
    - 1. Pay Period Ending – 5/22/20 \$76,518.32
    - 2. Pay Period Ending – 6/05/20 \$75,766.78
    - 3. Pay Period Ending – 6/19/20 \$74,704.66
    - 4. Pay Period Ending – 7/03/20 \$77,468.02
  - E. ADA Compliance Projects:
    - 1. NONE
  
- VI. Correspondence
  - A. Written
  - B. Oral
  
- VII. Staff Reports – Pages 33-41
  - A. Program/Outreach Report
  - B. Marketing and P/R Report
  - C. SLSF Report

- D. 2<sup>nd</sup> Quarter Financial Report
- E. 2<sup>nd</sup> Quarter Goals/Director Work Plan Update
  
- VIII. Old Business – Pages 42-45
  - A. NWSRA Project Updates
    - 1. Community Sensory Garden at Hanover Park - Oral Report
  - B. NWSRA Programming Space 4 & 5 – Wheeling and Buffalo Grove Update - Oral Report
  - C. COVID Update
    - 1. COVID-19 Response Plans
  - D. Other
  
- IX. New Business – Pages 46-54
  - A. Member District Annual Assessment Packet
    - 1. Memo
    - 2. Current Budget Year 2020 MDAA Chart
    - 3. Preliminary 2021 MDAA Calculations
    - 4. Proposed 2021 MDAA
      - a. 1% MDAA
      - b. 1.5% MDAA
      - c. 2% MDAA
    - 5. Sample Resolution
  - B. FSA Plan Update Resolution R2020-4
  - C. Surplus Ordinance O2020-2
  - D. Other
  
- X. Information/Action Items – Pages 55-56
  
- XI. Closed Session
  
- XII. Action as a result of Closed Session
  
- XIII. Adjournment

# V. Consent Agenda

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF  
THE NORTHWEST SPECIAL RECREATION ASSOCIATION  
HELD VIA VIRTUAL BOARD MEETING, <https://zoom.us/j/99026221900>,  
CALL IN NUMBER: 1(312) 626-6799, MEETING ID: 990 2622 1900  
ON THE 27<sup>th</sup> DAY OF MAY, 2020 AT 10:30 A.M.**

Chairman Risinger called the meeting to order at 10:38 a.m. Executive Director Crawford took roll call. The following members of the Board were present: Carrie Fullerton, Arlington Heights Park District; Ryan Risinger, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Bob O'Brien, Hanover Park Park District; Jim Jarog, Mount Prospect 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 LaFrener, Schaumburg Park District; Steve Muenz, Streamwood Park District; Jan Buchs, Wheeling Park District

Absent: Rita Fletcher, Robert Dowling, Mike Clark, Jay Morgan and Craig Talsma

Craig Talsma arrived at 10:54 am, Mike Clark arrived at 11:29 am

Also present: Tracey Crawford, Executive Director; Darleen Negrillo, Superintendent of Administrative Services; Brian Selders, Superintendent of Communications and IT; Andrea Griffin, Superintendent of Recreation; Rachel Hubsch, Superintendent of Recreation; Cathy Splett, Superintendent of Development; Miranda Woodard, Accounting Manager; Celine Ehret, Jessica Pelegrino, Delany Grimm, Rohit Saluja, Interns; Cortney Lucente, Star Coordinator; Matt Beran, Lauterbach and Amen; Michelle Bins, PFM Investments; Jim McConachie, Construction Labors Union and Jessica Vasalos, Administrative Manager as recording secretary

Introductions of guests was conducted by the corresponding supervisory Superintendent.

Public Comment

None

Approval of Agenda

Chairman Risinger and Director Crawford informed the Board that there will be changes to the Agenda. Chairman Risinger asked for a motion to approve the amended agenda dated May 27, 2020. Trustee O'Brien made the motion and Trustee LaFrener seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Steve Muenz, Jan Buchs

Approval of Consent Agenda

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

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrener, Steve Muenz, Jan Buchs

NAY: None

The motion carried.

#### Correspondence

None

#### Staff Reports

Staff reports were included in the packet. No questions were raised.

#### Old Business

Superintendent Griffin informed the Board that the sensory garden in Hanover Park is almost ready to begin planting next month. The Wheeling Programming Space will be getting their furniture delivery. There is a walk through scheduled for the Buffalo Grove Programming Space tomorrow. Planning on both spaces to be completed in by July.

#### New Business

##### Audit

Matt Beran presented the NWSRA audit to the Board. The audit was completed without any complications. No management letter was issued and it was reported as an unmodified opinion. Chairman Risinger as for a motion to accept the audit as presented. Trustee Talsma moved the motion and Trustee Fahnstrom seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAY: None

The motion carried.

#### PFM Investment Update

Michelle Bins, PFM, presented the status of NWSRA's portfolio. 82% of the portfolio remains in FDIC insured CD's. The market was doing well, but due to COVID-19 many of the funds have been fluctuating. The CD's are in a ladder approach and remain strong. Reinvestment rates are anticipated to be challenged.

Jim McConachie, Construction Labors Union left at 11:20 am.

#### Fund Balance and Net Surplus Recommendations for FY2020

Executive Director Crawford reviewed the Investment Policy and the staff recommendations as presented. Vice Chairman Fahnstrom informed the Board that the Finance Committee has agreed with the transfers as presented. Chairman Risinger asked for a motion to approve the transfers as presented. Trustee O'Brien made the motion and Trustee LaFrenere seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAYS: None

The motion carried

#### COVID-19 Update

Director Crawford and various admin team members presented the COVID-19 update presentation.

#### Return to Work Process

Director Crawford and Superintendent Negrillo presented the NWSRA Return to Work Process. Trustee Talsma praised NWSRA for the documents that were presented. PDRMA is also looking at using these documents as an outline for their own purposes. No questions were raised at this time. Director Crawford will send out a virtual vote to approve the actual process once the attorney approves the document.

#### Information Action Items

##### Member District Annual Assessment Payment Cycle Analysis

Director Crawford explained the MDAA Payment Cycle Analysis, which was trying to address a delay in property tax dollar payment delay. She also informed the Board that as soon as the Cook County Assessor's office releases the updated EAV's the Annual Information Form will be sent out to Member District Directors to review and approve the EAV that is reported, report the districts audited gross population number and to inform NWSRA if the district would like to remain on the 2 installment payment plan or change to the 4 installment payment plan. Trustee Talsma asked for input from districts on who might be leaning toward a four installment payment plan. Trustee O'Brien indicated that Hanover Park may want the four installment payment plan. Trustee Talsma raised the question about leaving everyone at two installment payments but the districts that opt for four payments will split the two installments into four installments. Chairman Risinger asked for a motion to approve current payment with option and add an additional option to include four installment payments. Trustee O'Brien made the motion and Trustee Talsma seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAYS: None

The motion carried

#### Closed Session

At 12:15 pm, this time Chairman Risinger asked for a motion to move into closed session. Trustee O'Brien made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAYS: None

The motion carried

Chairman Risinger asking for a motion to resume in to open session. Trustee LaFrenere made the motion and Trustee Fahnstrom seconding the motion.

Those present were as follows:

Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

#### Action as a result of Closed Session

Chairman Risinger asked for a motion to approve Resolution R2020-11 stating not to release any executive session minutes. Trustee Talsma made the motion and Trustee Fahnstrom seconded the motion. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAYS: None

The motion carried

#### Adjournment

After no further business, Chairman Risinger called for a motion to adjourn. Trustee Fahnstrom made the motion and Trustee Talsma seconded the motion to adjourn the May 27, 2020, Board meeting at 12:17p.m. Upon roll being called, the vote was as follows:

AYA: Carrie Fullerton, Ryan Risinger, Ben Curcio, Bob O'Brien, Craig Talsma, Jim Jarog, Mike Clark, Christina Ferraro, Bret Fahnstrom, Kevin Romejko, Diane Hilgers, Tony LaFrenere, Steve Muenz, Jan Buchs.

NAYS: None

The motion carried

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Secretary



## Account Statement - Transaction Summary

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

### NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	255,195.88
Purchases	92.61
Redemptions	(183.08)
Unsettled Trades	0.00
Change in Value	0.00

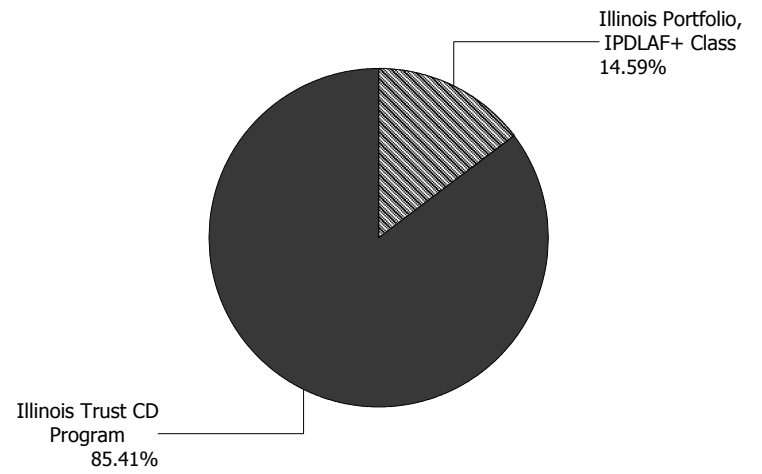
<b>Closing Market Value</b>	<b>\$255,105.41</b>
Cash Dividends and Income	92.61

Illinois Trust CD Program	
Opening Market Value	1,494,000.00
Purchases	0.00
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

<b>Closing Market Value</b>	<b>\$1,494,000.00</b>
Cash Dividends and Income	0.00

Asset Summary		
	May 31, 2020	April 30, 2020
<b>Illinois Portfolio, IPDLAF+ Class</b>	255,105.41	255,195.88
<b>Illinois Trust CD Program</b>	1,494,000.00	1,494,000.00
<b>Total</b>	<b>\$1,749,105.41</b>	<b>\$1,749,195.88</b>

### Asset Allocation







## Account Statement - Transaction Summary

For the Month Ending **June 30, 2020**

### NORTHWEST SPECIAL RECREATION ASSOCIATION - INVESTMENT HOLDING ACCOUNT -

Illinois Portfolio, IPDLAF+ Class	
Opening Market Value	255,105.41
Purchases	220,068.41
Redemptions	(460,191.85)
Unsettled Trades	0.00
Change in Value	0.00

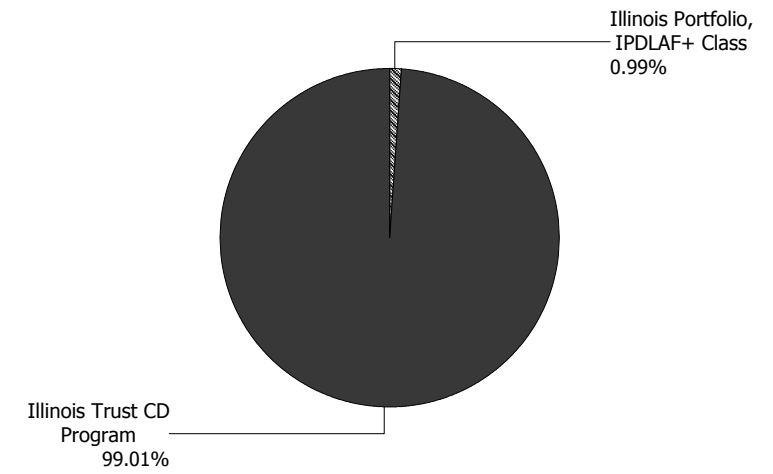
<b>Closing Market Value</b>	<b>\$14,981.97</b>
Cash Dividends and Income	42.43

Illinois Trust CD Program	
Opening Market Value	1,494,000.00
Purchases	210,000.00
Redemptions	(210,000.00)
Unsettled Trades	0.00
Change in Value	0.00

<b>Closing Market Value</b>	<b>\$1,494,000.00</b>
Cash Dividends and Income	1,864.11

Asset Summary		
	June 30, 2020	May 31, 2020
<b>Illinois Portfolio, IPDLAF+ Class</b>	14,981.97	255,105.41
<b>Illinois Trust CD Program</b>	1,494,000.00	1,494,000.00
<b>Total</b>	<b>\$1,508,981.97</b>	<b>\$1,749,105.41</b>

### Asset Allocation



NORTHWEST SPECIAL RECREATION ASSOCIATION  
SPECIAL LEISURE SERVICES FOUNDATION

**ORGANIZATIONAL CASH OVERVIEW MAY 31, 2020**

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<b><u>WORKING CASH</u></b>			
PETTY CASH	\$ 500	\$ 150	\$ 650
BSN CHECKING (Village Bank & Trust)	236,595	161,591	398,186
OPER/MMA (Village Bank & Trust)	1,546,497	50,847	1,597,345
IPDLAF	55,248	0	55,248
FLEX SPENDING CHECKING	11,722	0	11,722
CASH BANKS	0	0	0
TOTAL	1,850,562	212,588	2,063,150
<b><u>RESERVES: INVESTMENTS</u></b>			
BF EDWARDS	0	1,212,986	1,212,986
PFM Asset Management	1,749,105	0	1,749,105
TOTAL	1,749,105	1,212,986	2,962,091
<b><u>RESERVES:</u></b>			
<b><u>OPERATING</u></b>			
MAX SAFE 1 (Village Bank & Trust)	1,504,299		1,504,299
<b><u>CAPITAL</u></b>			
MAX SAFE 2 (Village Bank & Trust)	473,963		473,963
TOTAL	1,978,262		1,978,262
<b><u>TOTAL CASH &amp; RESERVES</u></b>			
<b>May 31, 2020</b>	\$ 5,577,929	\$ 1,425,574	\$ 7,003,503
 <b><u>TOTAL CASH &amp; RESERVES</u></b>			
<b>May 31, 2019</b>			
CASH	\$ 2,707,451	\$ 343,987	\$ 3,051,438
RESERVES - OPER	1,477,554		\$ 1,477,554
RESERVES - CAP	465,537		\$ 465,537
RESERVES - INVEST	1,410,978	1,138,769	\$ 2,549,747
	\$ 6,061,520	\$ 1,482,756	\$ 7,544,276

NORTHWEST SPECIAL RECREATION ASSOCIATION  
SPECIAL LEISURE SERVICES FOUNDATION

**ORGANIZATIONAL CASH OVERVIEW JUNE 30, 2020**

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<b><u>WORKING CASH</u></b>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	BSN CHECKING (Village Bank & Trust)	643,051	193,526	836,577
	OPER/MMA (Village Bank & Trust)	1,621,402	50,848	1,672,250
	IPDLAF	80,013	-	80,013
	FLEX SPENDING CHECKING	9,800	-	9,800
	CASH BANKS	-	-	-
	TOTAL	<u>\$ 2,354,765</u>	<u>\$ 244,524</u>	<u>\$ 2,599,289</u>
<b><u>RESERVES: INVESTMENTS</u></b>				
	BF EDWARDS	\$ -	\$ 1,228,837	\$ 1,228,837
	PFM Asset Management	1,508,982	-	1,508,982
	TOTAL	<u>\$ 1,508,982</u>	<u>\$ 1,228,837</u>	<u>\$ 2,737,819</u>
<b><u>RESERVES:</u></b>				
	<b><u>OPERATING</u></b>			
	MAX SAFE 1 (Village Bank & Trust)	\$ 1,504,858		\$ 1,504,858
	<b><u>CAPITAL</u></b>			
	MAX SAFE 2 (Village Bank & Trust)	474,139		474,139
	TOTAL	<u>\$ 1,978,997</u>		<u>\$ 1,978,997</u>
<b><u>TOTAL CASH &amp; RESERVES</u></b>				
	<b>June 30, 2020</b>	<u>\$ 5,842,744</u>	<u>\$ 1,473,361</u>	<u>\$ 7,316,105</u>
 <b><u>TOTAL CASH &amp; RESERVES</u></b>				
	<b>June 30, 2019</b>			
	CASH	\$ 2,650,268	\$ 344,058	\$ 2,994,326
	RESERVES - OPER	1,480,482		1,480,482
	RESERVES - CAP	466,459		466,459
	RESERVES - INVEST	1,708,138	1,179,712	2,887,850
	TOTAL	<u>\$ 6,305,346</u>	<u>\$ 1,523,769</u>	<u>\$ 7,829,117</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION  
 BUDGET VS ACTUAL and CASH BALANCE

MAY 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	302,231	(192,512)	338,982	(92,220)	(431,203)
April	470,775	184,446	(286,330)	536,656	263,855	(272,800)	(65,880)	(79,410)	(13,529)
<b>May</b>	<b>1,137,649</b>	<b>732,049</b>	<b>(405,601)</b>	<b>478,076</b>	<b>292,935</b>	<b>(185,141)</b>	<b>659,573</b>	<b>439,114</b>	<b>(220,459)</b>
June	691,609		(691,609)	543,088		(543,088)	148,521	0	(148,521)
July	82,629		(82,629)	570,684		(570,684)	(488,055)	0	488,055
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
<b>TOTAL YTD</b>	<b>3,537,530</b>	<b>2,263,960</b>	<b>(1,273,570)</b>	<b>2,440,626</b>	<b>1,549,995</b>	<b>(890,631)</b>	<b>1,096,905</b>	<b>713,965</b>	<b>(382,939)</b>

**(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	(92,220)	0	4,082	1,944 a.	5,257,504
April	5,257,504	(79,410)	0	4,082	(753) a.	5,181,423
May	5,181,423	439,114	0	3,976	19,905 a.	5,644,419
June	5,644,419	0			a.	5,644,419
July	5,644,419	0			a.	5,644,419
August	5,644,419	0			a.	5,644,419
September	5,644,419	0			a.	5,644,419
October	5,644,419	0			a.	5,644,419
November	5,644,419	0			a.	5,644,419
December	5,644,419	0			a.	5,644,419

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

NORTHWEST SPECIAL RECREATION ASSOCIATION  
 BUDGET VS ACTUAL and CASH BALANCE

JUNE 30, 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	302,231	(192,512)	338,982	(92,220)	(431,203)
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	292,935	(185,141)	659,573	439,113	(220,460)
<b>June</b>	<b>691,609</b>	<b>441,629</b>	<b>(249,980)</b>	<b>543,088</b>	<b>294,602</b>	<b>(248,486)</b>	<b>148,521</b>	<b>147,027</b>	<b>(1,494)</b>
July	82,629		(82,629)	570,684		(570,684)	(488,055)	0	488,055
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
<b>TOTAL YTD</b>	<b>4,229,140</b>	<b>2,705,590</b>	<b>(1,523,550)</b>	<b>2,983,714</b>	<b>1,844,598</b>	<b>(1,139,116)</b>	<b>1,245,426</b>	<b>860,992</b>	<b>(384,434)</b>

**(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	(92,220)	0	4,082	1,944 a.	5,257,504
April	5,257,504	(79,410)	0	4,082	(753) a.	5,181,423
May	5,181,423	439,113	0	3,976	19,905 a.	5,644,418
June	5,644,418	147,027	0	0	55,096 a.	5,846,541
July	5,846,541	0			a.	5,846,541
August	5,846,541	0			a.	5,846,541
September	5,846,541	0			a.	5,846,541
October	5,846,541	0			a.	5,846,541
November	5,846,541	0			a.	5,846,541
December	5,846,541	0			a.	5,846,541

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

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

FIVE MONTHS ENDING MAY 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>	
<b><u>REVENUE</u></b>				
GRANTS	17,000	23,111	(6,111)	170,492
RESTRICTED FUNDRAISING	6,466	26,100	(19,634)	20,947
RESTRICTED DONATIONS	3,712	4,917	(1,204)	4,700
UNRESTRICTED FUNDRAISING	50,367	92,275	(41,908)	90,086
UNRESTRICTED DONATIONS	22,340	35,183	(12,843)	26,350
INVESTMENT TRANSFER	0	150,000	(150,000)	0
TOTAL REVENUE	<u>99,886</u>	<u>331,586</u>	<u>(231,701)</u>	<u>312,574</u>
<b><u>EXPENDITURES</u></b>				
ADMINISTRATION	7,862	25,496	(17,634)	15,402
RESTRICTED FUNDRAISING	530	2,420	(1,891)	2,600
UNRESTRICTED FUNDRAISING	26,801	25,990	811	21,699
GRANTS GIVEN	51,624	215,833	(164,209)	116,438
TOTAL EXPENSES	<u>86,817</u>	<u>269,739</u>	<u>(182,923)</u>	<u>156,138</u>
<b><u>OPERATING</u></b>				
EXCESS REVENUE (EXPENSES)	<u>13,068</u>	<u>61,847</u>	<u>(48,778)</u>	<u>156,436</u>
<b><u>INVESTMENT INCOME (LOSS)</u></b>	<u>(32,941)</u>	<u>729</u>	<u>(33,670)</u>	<u>59,059</u>
*				
<b><u>NET EXCESS REVENUE (EXPENSE)</u></b>	<u>\$ (19,872)</u>	<u>\$ 62,576</u>	<u>\$ (82,448)</u>	<u>\$ 215,495</u>

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

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

MAY 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)
<b>May</b>	<b>50,283</b>	<b>35,590</b>	<b>(14,693)</b>	<b>130,013</b>	<b>1,232</b>	<b>(128,780)</b>	<b>(79,730)</b>	<b>34,358</b>	<b>114,087</b>
June	35,701	(35,701)	(35,701)	39,154	(39,154)	(3,453)	(3,453)	0	3,453
July	198,818	(198,818)	(198,818)	24,104	(24,104)	(24,104)	174,714	0	(174,714)
August	52,988	(52,988)	(52,988)	25,015	(25,015)	(25,015)	27,973	0	(27,973)
September	55,548	(55,548)	(55,548)	25,191	(25,191)	(25,191)	30,357	0	(30,357)
October	36,848	(36,848)	(36,848)	182,558	(182,558)	(182,558)	(145,710)	0	145,710
November	47,628	(47,628)	(47,628)	94,414	(94,414)	(94,414)	(46,786)	0	46,786
December	26,568	(26,568)	(26,568)	118,873	(118,873)	(118,873)	(92,304)	0	92,304
<b>TOTAL YTD</b>	<b>332,315</b>	<b>66,945</b>	<b>(265,371)</b>	<b>269,739</b>	<b>86,817</b>	<b>(182,923)</b>	<b>62,576</b>	<b>(19,872)</b>	<b>(82,448)</b>

(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	-	-	-	-	1,425,398
July	1,425,398	-	-	-	-	1,425,398
August	1,425,398	-	-	-	-	1,425,398
September	1,425,398	-	-	-	-	1,425,398
October	1,425,398	-	-	-	-	1,425,398
November	1,425,398	-	-	-	-	1,425,398
December	1,425,398	-	-	-	-	1,425,398

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

SIX MONTHS ENDING JUNE 30, 2020

	<u>2020</u>			<u>2019</u> <u>PRIOR YR ACTUAL</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>OVER</u> <u>(UNDER)</u>	
<b><u>REVENUE</u></b>				
GRANTS	50,750	41,917	8,833	\$ 187,825
RESTRICTED FUNDRAISING	6,811	31,850	(25,039)	23,143
RESTRICTED DONATIONS	3,712	6,500	(2,788)	4,700
UNRESTRICTED FUNDRAISING	50,852	97,475	(46,623)	92,716
UNRESTRICTED DONATIONS	24,465	39,400	(14,935)	29,660
INVESTMENT TRANSFER	0	150,000	(150,000)	0
TOTAL REVENUE	<u>136,591</u>	<u>367,142</u>	<u>(230,551)</u>	<u>\$ 338,043</u>
<b><u>EXPENDITURES</u></b>				
ADMINISTRATION	12,633	29,375	(16,742)	\$ 21,625
RESTRICTED FUNDRAISING	530	5,740	(5,211)	5,951
UNRESTRICTED FUNDRAISING	26,751	42,990	(16,239)	34,223
GRANTS GIVEN	51,624	230,788	(179,164)	119,920
TOTAL EXPENSES	<u>91,537</u>	<u>308,893</u>	<u>(217,356)</u>	<u>\$ 181,719</u>
<b><u>OPERATING</u></b>				
EXCESS REVENUE (EXPENSES)	<u>45,053</u>	<u>58,248</u>	<u>(13,194)</u>	<u>\$ 156,324</u>
<b><u>INVESTMENT INCOME (LOSS)</u></b>	<u>(17,613)</u>	<u>875</u>	<u>(18,488)</u>	<u>99,670</u>
*				
<b><u>NET EXCESS REVENUE (EXPENSE)</u></b>	<u>\$ 27,441</u>	<u>\$ 59,123</u>	<u>\$ (31,682)</u>	<u>\$ 255,994</u>

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



SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

JUNE 30, 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
<b>June</b>	<b>35,701</b>	<b>52,034</b>	<b>16,332</b>	<b>39,154</b>	<b>4,720</b>	<b>(34,434)</b>	<b>(3,453)</b>	<b>47,313</b>	<b>50,766</b>
July	198,818		(198,818)	24,104		(24,104)	174,714	0	(174,714)
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
<b>TOTAL YTD</b>	<b>368,017</b>	<b>118,978</b>	<b>(249,038)</b>	<b>308,893</b>	<b>91,537</b>	<b>(217,356)</b>	<b>59,123</b>	<b>27,441</b>	<b>(31,682)</b>

(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	-	-	-	-	1,473,235
August	1,473,235	-	-	-	-	1,473,235
September	1,473,235	-	-	-	-	1,473,235
October	1,473,235	-	-	-	-	1,473,235
November	1,473,235	-	-	-	-	1,473,235
December	1,473,235	-	-	-	-	1,473,235

## Northwest Special Recreation Association

07/15/20

## Balance Sheet

Accrual Basis

As of May 31, 2020

	<u>May 31, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 · Govt Ckg II - Flex Spending	11,721.62
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	290,437.83
10700 · IPDLAF+	68,648.62
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,494,000.00
11200 · PFM Investments Hold Account - Other	255,105.41
<b>Total 11200 · PFM Investments Hold Account</b>	<u>1,749,105.41</u>
11500 · VB&T Operating/MM Account	1,546,497.46
11650 · MAX SAFE 1 (Village Bank&Trust)	1,504,298.66
11660 · MAX SAFE 2 (Village Bank&Trust)	473,963.08
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-51.00
11820 · Credit Card - MasterCard	-396.00
11830 · Credit Card - Visa	-161.00
11840 · MC/VISA On-Line	-461.00
<b>Total Checking/Savings</b>	<u>5,644,418.18</u>
<b>Accounts Receivable</b>	
12000 · Accounts Receivable	25,565.26
<b>Total Accounts Receivable</b>	<u>25,565.26</u>
<b>Other Current Assets</b>	
12100 · INTEREST RECEIVABLE	27,436.05
12200 · PREPAID EXPENSES	60.70
<b>Total Other Current Assets</b>	<u>27,496.75</u>
<b>Total Current Assets</b>	<u>5,697,480.19</u>
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	<u>1,564,103.00</u>
<b>TOTAL ASSETS</b>	<u><u>7,261,583.19</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
21200 · Accounts Payable	1,819.72
<b>Total Accounts Payable</b>	<u>1,819.72</u>
<b>Other Current Liabilities</b>	
21300 · Accounts Payable Monthly	57.00
21500 · Payroll Liabilities	22,791.14

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# Northwest Special Recreation Association

07/15/20

## Balance Sheet

Accrual Basis

As of May 31, 2020

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	<u>May 31, 20</u>
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	731.10
22100 · FSA WH/PYMTS	11,275.49
22200 · AFLAC W/H PMTS	464.51
22300 · ICMA-RC WH PMTS	786.87
<b>Total Other Current Liabilities</b>	<u>36,356.11</u>
<b>Total Current Liabilities</b>	38,175.83
<b>Long Term Liabilities</b>	
22500 · ACCRUED VACATION	90,661.00
<b>Total Long Term Liabilities</b>	<u>90,661.00</u>
<b>Total Liabilities</b>	128,836.83
<b>Equity</b>	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	713,965.06
<b>Total Equity</b>	<u>7,132,746.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>7,261,583.19</u></u>

## Northwest Special Recreation Association

07/13/20

## Balance Sheet

Accrual Basis

As of June 30, 2020

	<u>Jun 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 · Govt Ckg II - Flex Spending	9,799.60
10300 · Petty Cash	500.00
10600 · VB&T Bus Check 2	643,050.81
10700 · IPDLAF+	80,012.70
11200 · PFM Investments Hold Account	
11210 · PFM Investments CD Program	1,494,000.00
11200 · PFM Investments Hold Account - Other	14,981.97
<b>Total 11200 · PFM Investments Hold Account</b>	<u>1,508,981.97</u>
11500 · VB&T Operating/MM Account	1,621,402.11
11650 · MAX SAFE 1 (Village Bank&Trust)	1,504,857.52
11660 · MAX SAFE 2 (Village Bank&Trust)	474,139.16
11800 · Credit Card - American Express	314.50
11810 · Credit Card - Discover	-51.00
11820 · Credit Card - MasterCard	644.50
11830 · Credit Card - Visa	2,962.00
11840 · MC/VISA On-Line	-73.00
<b>Total Checking/Savings</b>	<u>5,846,540.87</u>
<b>Accounts Receivable</b>	
12000 · Accounts Receivable	4,330.57
<b>Total Accounts Receivable</b>	<u>4,330.57</u>
<b>Other Current Assets</b>	
12100 · INTEREST RECEIVABLE	27,436.05
12200 · PREPAID EXPENSES	60.70
<b>Total Other Current Assets</b>	<u>27,496.75</u>
<b>Total Current Assets</b>	<u>5,878,368.19</u>
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	<u>1,564,103.00</u>
<b>TOTAL ASSETS</b>	<u><b>7,442,471.19</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
21200 · Accounts Payable	2,908.45
<b>Total Accounts Payable</b>	<u>2,908.45</u>
<b>Other Current Liabilities</b>	
21300 · Accounts Payable Monthly	57.00
21500 · Payroll Liabilities	56,879.15

## Northwest Special Recreation Association

**Balance Sheet**

As of June 30, 2020

	<u>Jun 30, 20</u>
21600 · Security Deposits	250.00
21700 · Unclaimed Payroll/Property	740.33
22100 · FSA WH/PYMTS	9,950.52
22200 · AFLAC W/H PMTS	464.51
22300 · ICMA-RC WH PMTS	786.87
<b>Total Other Current Liabilities</b>	<u>69,128.38</u>
<b>Total Current Liabilities</b>	72,036.83
<b>Long Term Liabilities</b>	
22500 · ACCRUED VACATION	90,661.00
<b>Total Long Term Liabilities</b>	<u>90,661.00</u>
<b>Total Liabilities</b>	162,697.83
<b>Equity</b>	
29500 · Retained Earnings	4,854,679.30
29550 · INVESTMENT IN CAPITAL ASSETS	1,564,102.00
Net Income	860,992.06
<b>Total Equity</b>	<u>7,279,773.36</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>7,442,471.19</u></u>

## Special Leisure Services Foundation

## Balance Sheet

As of May 31, 2020

	<u>May 31, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10300 · VB&T Checking	161,590.70
10800 · VB&T MMA	50,847.33
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	190,569.10
11300 · BENJAMIN EDWARDS - Other	1,022,416.48
Total 11300 · BENJAMIN EDWARDS	1,212,985.58
11800 · Credit Card - American Express	-14.90
11820 · Credit Card - MasterCard	372.00
11830 · Credit Card - Visa	-408.21
11840 · Credit Card - On-Line	-125.00
Total Checking/Savings	1,425,397.50
Other Current Assets	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	2,580.80
Total Other Current Assets	4,580.80
Total Current Assets	1,429,978.30
<b>TOTAL ASSETS</b>	<b><u>1,429,978.30</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	-19,872.12
Total Equity	1,429,978.30
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,429,978.30</u></b>

## Special Leisure Services Foundation

## Balance Sheet

As of June 30, 2020

	<u>Jun 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 · Petty Cash	150.00
10300 · VB&T Checking	193,525.71
10800 · VB&T MMA	50,848.17
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	191,762.61
11300 · BENJAMIN EDWARDS - Other	1,037,074.69
<b>Total 11300 · BENJAMIN EDWARDS</b>	<u>1,228,837.30</u>
11800 · Credit Card - American Express	-14.90
11810 · Credit Card - Discover	50.00
11820 · Credit Card - MasterCard	372.00
11830 · Credit Card - Visa	-408.21
11840 · Credit Card - On-Line	-125.00
<b>Total Checking/Savings</b>	<u>1,473,235.07</u>
<b>Other Current Assets</b>	
12200 · Event Deposits	2,000.00
12400 · Interest Receivable	2,056.34
<b>Total Other Current Assets</b>	<u>4,056.34</u>
<b>Total Current Assets</b>	<u>1,477,291.41</u>
<b>TOTAL ASSETS</b>	<u><u>1,477,291.41</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
29000 · Retained Earnings	1,174,615.37
29200 · Net Assets-Temp. Restricted	275,235.05
Net Income	27,440.99
<b>Total Equity</b>	<u>1,477,291.41</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,477,291.41</u></u>



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

\* 0029086 02 AV 0.386 02 TR 00153 X106PD03 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

May 1, 2020 - May 31, 2020

Account Number: ~~XXXXXXXXXX~~

**Portfolio at a Glance**

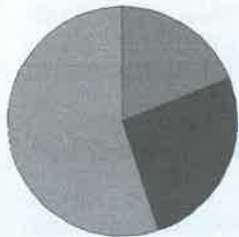
	This Period	Year-to-Date
<b>BEGINNING ACCOUNT VALUE</b>	<b>\$1,185,387.70</b>	<b>\$1,246,386.20</b>
Dividends, Interest and Other Income	6.75	5,899.95
<b>Net Change in Portfolio<sup>1</sup></b>	<b>27,591.13</b>	<b>-39,300.57</b>
<b>ENDING ACCOUNT VALUE</b>	<b>\$1,212,985.58</b>	<b>\$1,212,985.58</b>
Estimated Annual Income	\$16,476.85	

<sup>1</sup> 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
19%	Cash, Money Funds, and Bank Deposits	134,669.15	228,741.81	228,748.56
26%	Fixed Income	407,178.85	314,469.80	315,376.25
55%	Mutual Funds	704,538.20	642,176.09	668,860.77
<b>100%</b>	<b>Account Total (Pie Chart)</b>	<b>\$1,246,386.20</b>	<b>\$1,185,387.70</b>	<b>\$1,212,985.58</b>

Please review your allocation periodically with your Financial Advisor.







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

June 1, 2020 - June 30, 2020  
 Account Number: ~~XXXXXXXXXX~~

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

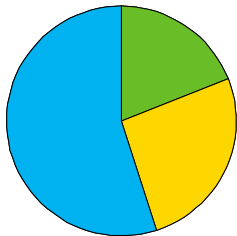
Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,212,985.58	\$1,246,386.20
Dividends, Interest and Other Income	5,156.34	11,056.29
Net Change in Portfolio <sup>1</sup>	10,695.38	-28,605.19
<b>ENDING ACCOUNT VALUE</b>	<b>\$1,228,837.30</b>	<b>\$1,228,837.30</b>
Estimated Annual Income	\$16,294.28	

<sup>1</sup> 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
19%	Cash, Money Funds, and Bank Deposits	134,669.15	228,748.56	229,942.07
26%	Fixed Income	407,178.85	315,376.25	316,099.50
55%	Mutual Funds	704,538.20	668,860.77	682,795.73
100%	Account Total (Pie Chart)	\$1,246,386.20	\$1,212,985.58	\$1,228,837.30

Please review your allocation periodically with your Financial Advisor.



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				

<b>Total VB&amp;T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)</b>	<b>\$ 68,916.83</b>
<b>Total IPDLAF Electronic Accounts Payable (PCARDS)</b>	<b>13,400.36</b>
<b>Total VB&amp;T Business Checking Accounts Payable</b>	<b>89,051.79</b>
	<b><u>\$ 171,368.98</u></b>

Motion to approve Warrant #6 dated June 19, 2020 totaling

\$171,368.98

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				

<b>Total VB&amp;T Electronic Accounts Payable (IMRF, ADP, Excalibur, Wex, ComEd, HP)</b>	<b>43,694.56</b>
<b>Total IPDLAF Electronic Accounts Payable (PCARDS)</b>	<b>19,567.74</b>
<b>Total VB&amp;T Business Checking Accounts Payable</b>	<b><u>351,072.51</u></b>
	<b>414,334.81</b>

Motion to approve Warrant #7 dated July 22, 2020 totaling

\$414,334.81

**To:** NWSRA Board of Trustees  
**From:** Tracey Crawford, Executive Director  
**Re:** Payroll  
**Date:** July 22, 2020

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**Motion:**

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

1. Pay Period Ending – 5/22/20 \$76,518.32
2. Pay Period Ending – 6/05/20 \$75,766.78
3. Pay Period Ending – 6/22/20 \$74,704.66
4. Pay Period Ending – 7/03/20 \$77,468.02

Northwest Special Recreation Association

Payroll Summary

May 22, 2020

	<u>TOTAL</u>
<b>Employee Wages, Taxes and Adjustments</b>	
<b>Gross Pay</b>	
Exempt	73,357.07
Salary	5,239.77
Overtime (x1.5) hourly - Admin	0.00
Bonus	0.00
Car Allowance	300.00
Phone/Data Stipend	425.00
<b>Total Gross Pay</b>	<u>79,321.84</u>
<b>Deductions from Gross Pay</b>	
457b Plan Emp.	-1,208.12
Dep. Care FSA (pre-tax)	-175.00
Health Insurance (pre-tax)	-2,335.56
IMRF-FT-EE	-3,550.37
IMRF-Voluntary	-702.88
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	77.65
<b>Total Deductions from Gross Pay</b>	<u>-8,477.22</u>
<b>Adjusted Gross Pay</b>	<u>70,844.62</u>
<b>Taxes Withheld</b>	
Federal Withholding	-7,452.00
Medicare Employee	-1,116.41
Social Security Employee	-4,773.48
IL - Withholding	-3,509.27
Medicare Employee Addl Tax	0.00
<b>Total Taxes Withheld</b>	<u>-16,851.16</u>
<b>Deductions from Net Pay</b>	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-2.47
Short Term Disability (taxable)	-172.98
<b>Total Deductions from Net Pay</b>	<u>-266.28</u>
<b>Net Pay</b>	<u><u>53,727.18</u></u>
<b>Employer Taxes and Contributions</b>	
Federal Unemployment	108.54
Medicare Company	1,105.30
Social Security Company	4,726.14
IL - Unemployment	0.00
IMRF-FT	8,978.49
<b>Total Employer Taxes and Contributions</b>	<u><u>14,918.47</u></u>

TOTAL PAYROLL

\$ 76,518.32

- Direct Deposits

\$ 53,727.18

- Tax liability

22,791.14

Northwest Special Recreation Association

Payroll Summary

June 5, 2020

	<u>Jun 5, 20</u>
<b>Employee Wages, Taxes and Adjustments</b>	
<b>Gross Pay</b>	
Exempt	72,062.51
Salary	5,239.77
Overtime (x1.5) hourly - Admin	0.00
Bonus	0.00
Add'l Wages-Ft	77.72
Car Allowance	300.00
Phone/Data Stipend	975.00
<b>Total Gross Pay</b>	<u>78,655.00</u>
<b>Deductions from Gross Pay</b>	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-175.00
Health Insurance (pre-tax)	-2,297.72
IMRF-FT-EE	-3,492.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	77.65
<b>Total Deductions from Gross Pay</b>	<u>-8,372.68</u>
<b>Adjusted Gross Pay</b>	70,282.32
<b>Taxes Withheld</b>	
Federal Withholding	-7,438.00
Medicare Employee	-1,096.21
Social Security Employee	-4,687.17
IL - Withholding	-3,485.92
Medicare Employee Addl Tax	0.00
<b>Total Taxes Withheld</b>	<u>-16,707.30</u>
<b>Deductions from Net Pay</b>	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-35.11
Short Term Disability (taxable)	-172.98
<b>Total Deductions from Net Pay</b>	<u>-298.92</u>
<b>Net Pay</b>	<u>53,276.10</u>
<b>Employer Taxes and Contributions</b>	
Medicare Company	1,096.21
Social Security Company	4,687.17
IL - Unemployment	0.00
IMRF-FT	8,831.16
<b>Total Employer Taxes and Contributions</b>	<u>14,614.54</u>

TOTAL PAYROLL \$ 75,766.78  
 - Direct Deposits \$ 53,276.10  
 - Tax Liability 22,490.68

*Murphy*

**Northwest Special Recreation Association**  
**Payroll Summary**  
 June 19, 2020

	Jun 19, 20
<b>Employee Wages, Taxes and Adjustments</b>	
<b>Gross Pay</b>	
Exempt	72,062.51
Salary	5,239.77
Hourly	145.20
Overtime (x1.5) hourly - Admin	0.00
Bonus	0.00
Car Allowance	300.00
<b>Total Gross Pay</b>	<b>77,747.48</b>
<b>Deductions from Gross Pay</b>	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-125.00
Health Insurance (pre-tax)	-2,297.72
IMRF-FT-EE	-3,492.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
<b>Total Deductions from Gross Pay</b>	<b>-8,477.98</b>
<b>Adjusted Gross Pay</b>	<b>69,269.50</b>
<b>Taxes Withheld</b>	
Federal Withholding	-7,157.00
Medicare Employee	-1,083.75
Social Security Employee	-4,634.01
IL - Withholding	-3,443.50
Medicare Employee Addl Tax	0.00
<b>Total Taxes Withheld</b>	<b>-16,318.26</b>
<b>Deductions from Net Pay</b>	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
<b>Total Deductions from Net Pay</b>	<b>-282.60</b>
<b>Net Pay</b>	<b>52,668.64</b>
<b>Employer Taxes and Contributions</b>	
Medicare Company	1,083.75
Social Security Company	4,634.01
IL - Unemployment	0.00
IMRF-FT	8,831.16
<b>Total Employer Taxes and Contributions</b>	<b>14,548.92</b>

TOTAL PAYROLL \$ 74,704.66  
 - Direct Deposits 52,668.64  
 - Tax liability 22,036.02



## Northwest Special Recreation Association Payroll Summary July 3, 2020

	Jul 3, 20
<b>Employee Wages, Taxes and Adjustments</b>	
<b>Gross Pay</b>	
Exempt	72,062.51
Salary	5,239.77
Hourly	2,067.51
Overtime (x1.5) hourly - Admin	0.00
Bonus	0.00
Car Allowance	300.00
Phone/Data Stipend	600.00
<b>Total Gross Pay</b>	80,269.79
<b>Deductions from Gross Pay</b>	
457b Plan Emp.	-1,198.12
Dep. Care FSA (pre-tax)	-83.34
Health Insurance (pre-tax)	-2,297.72
IMRF-FT-EE	-3,492.12
IMRF-Voluntary	-704.43
Medical Care FSA (pre-tax)	-582.94
Voluntary Life (taxable)	-77.65
<b>Total Deductions from Gross Pay</b>	-8,436.32
<b>Adjusted Gross Pay</b>	71,833.47
<b>Taxes Withheld</b>	
Federal Withholding	-7,342.00
Medicare Employee	-1,120.97
Social Security Employee	-4,792.94
IL - Withholding	-3,566.74
Medicare Employee Addl Tax	0.00
<b>Total Taxes Withheld</b>	-16,822.65
<b>Deductions from Net Pay</b>	
Accident Insurance (taxable)	-90.83
Critical Illness Ins. (taxable)	-18.79
Short Term Disability (taxable)	-172.98
<b>Total Deductions from Net Pay</b>	-282.60
<b>Net Pay</b>	54,728.22
<b>Employer Taxes and Contributions</b>	
Federal Unemployment	3.24
Medicare Company	1,120.97
Social Security Company	4,792.94
IL - Unemployment	0.00
IMRF-FT	8,831.16
<b>Total Employer Taxes and Contributions</b>	14,748.31

TOTAL PAYROLL	\$ 77,468.02
- Direct Deposits	\$ 54,728.22
- Tax Liability	\$ 22,739.80

*MW*



# **VII. Staff Reports**

[Return to Home](#)

To: Tracey Crawford  
From: Rachel Hubsch and Andrea Griffin  
Re: Program Report, May 11, 2020 – July 10, 2020

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### **NWSRA Programs and Services**

The 2019-2020 Leisure Education program, that was previously serving approximately 1,350 students in 142 classes, ended early due to school closures regarding COVID- 19. NWSRA is determining new alternatives for the 2020-2021 Leisure Education Season, to provide options for virtual Leisure Education Programming.

During the summer season, NWSRA switched all in-person special events to virtual events, and are hosting five virtual special events monthly.

With the cancelation of Special Olympics Summer Games, NWSRA will host the annual Summer Games Athlete Celebration Dance virtually for NWSRA athletes. This event will allow coaches and athletes to socialize and recognize each other's accomplishments throughout the season. NWSRA and NEDSRA collaboratively hosted a Virtual Special Olympics Trivia Night and Dance Party on 6/12, with 37 participants in attendance.

In-person camps started on July 6<sup>th</sup> with 60 campers. Camps are being held at Bartlett and River Trails as well as five NWSRA Programming Spaces. Camps consist of two full time staff overseeing an eight person camper pod and are held from 8:30am -2:30pm Monday through Friday, until August 7<sup>th</sup>. Campers partake in an abundance of activities which include but are not limited to, a morning meeting, art, leisure group games, outside/gross motor time, sensory, meditation/yoga, and water play. Sarah Milashus (20 year old from Prospect Heights) has Autism and is attending NWSRA Space Camp at the Wheeling Park District. She was one of the first campers in the new NWSRA space on Monday, July 6<sup>th</sup>. When she walked into the room, she was overwhelmed with emotions and tears of joy for being back with her friends and staff as well as seeing the new NWSRA programming space. She explained to staff that she would love to hug them but knew she could not because of NWSRA rules while at camp. Sarah wanted everyone to know that she was in a happy place even though she was crying.

### **NWSRA Inclusion Services**

The Inclusion Team focused on what support would look like once NWSRA Member Park Districts programs/camps resumed. This led to the creation of the Inclusion COVID Decision Process PowerPoint that was shared during our virtual PIT meeting(s) on June 9<sup>th</sup> and 11<sup>th</sup>. This includes a step by step guide on the Inclusion Process and the new requirements that all participants must follow in order to safely partake in PD programs. As each Member Park District makes initial contact with Inclusion families, requests are being sent to the team once it is determined that the participant(s) can safely participate. The team then assigns a part-time staff that has matching availability and to ensure safety protocols, the following is enforced:

- COVID specific training (in addition to inclusion training)
- Provided a bag of PPE on site (gloves, masks, hand sanitizer, rain poncho, wipes, face shield)
  - As well as an individual pop up tent for individuals that need a sensory/face mask break
- Required to communicate with inclusion coordinators that they are fever free, before arriving to site each morning

## **Collaborative Programs**

On June 8<sup>th</sup>, Pursuit coordinators started providing three, hour long virtual program opportunities a day. Morning zooms consist of going over the date, the weather, reading news articles, learning about national holidays, and playing newspaper games. The midday lunch and chat zoom, followed by the afternoon virtual program provide multiple fitness activities, game show games, and virtual field trips. Staff have created relationships with many outside organizations that have volunteered their time to do virtual events during PURSUIT Virtual Programs. On Friday, May 22, SOUL Harbor Ranch gave a virtual tour of their farm and introduced clients to all of their therapy animals. The Cernan Space Center lead a virtual program about constellations. Clients enjoyed learning about the stars and asking questions about space. Since it was a huge hit, Cernan came back on Thursday, June 11<sup>th</sup> to teach a lesson on the planets. In June a representative from the Chicago Blackhawks Fan Development Department attended an afternoon virtual program for Sports Day. Clients and families wore Blackhawks gear and enjoyed learning about the organization. Dan Raynor from Stevens Puppets volunteer his time and led a Marionette puppet show of Rumpelstiltskin for the clients.

On top of providing multiple zooms a day, the Pursuit and Star Coordinators are supporting families with at home calendars and activity workbook resources.

Siblings have held three virtual Sibshops programs. They have been able to connect during this hard time, discuss things that are going well and things that have been hard for them. The siblings in the Sibshops program have enjoyed the opportunity to play games, go on virtual tours, and connect with friends.

STAR Academy clients have enjoyed taking a virtual tour of a reptile sanctuary. Where they learned how to care for animals and about their life span. The clients went on an adventure to Lego Land where they were able to explore inside the store and see all the Lego structures. Clients loved spending a virtual day outside, enjoying a walk through the park and riding a roller coaster. After being outside they took a trip to a restaurant. Saw the inside of the restaurant, chose their table and who they wanted to sit with, selected what they would like to eat and tried to keep within their budget.

## **Community Updates: (Recruitment / Outreach)**

Most Outreach events have been cancelled however we have made a lot of increased website/newsletter connections during this time. Illinois State Wide Advocacy Program wrote an article on NWSRA virtual programming which helped increase NWSRA website and Facebook traffic.

## MARKETING & PR REPORT MAY/JUNE

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

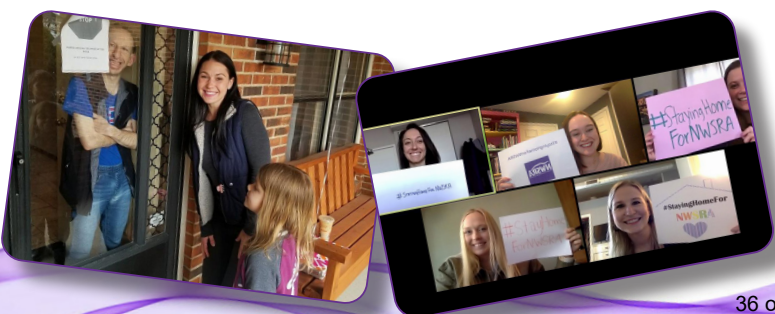
- New infographics for COVID-19 response
- Monthly Face to Face and Virtual program brochures
- SLSF High 5 Challenge materials promoted
- Virtual programming and Activity Center materials
- New "Safe Zone Discussion" logo and materials created
- Updated SLSF Sponsorship form
- SLSF Trivia Night materials created
- New Program statistics infographics created
- 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
- New SLSF videos to increase donations
- New Leisure Education video
- Participated in IPRA Mascot video

### IN PROGRESS

- NWSRA Summer 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

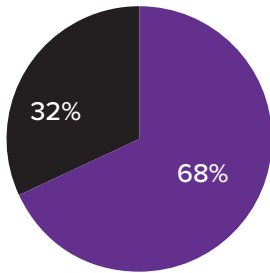
www.nwsra.org

10,292

TOTAL PAGE VIEWS

5,375

TOTAL SESSIONS



■ New Visitor  
■ Returning Visitor

2,021

NEW VISITORS

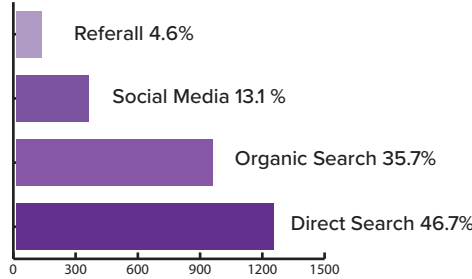
MOST VISITED PAGES

Rank	Page Name	Page Views	Avg. Time Spent
11.	NWSRA   Activity Center	4,402	2:42
2.	NWSRA   Homepage	3,402	1:18
3.	NWSRA   Brochure	815	3:29
4.	NWSRA   Staff Contacts	315	2:09
5.	NWSRA   Employment Opportunities	180	1:25
6.	NWSRA   Coronavirus Updates	152	3:12
7.	NWSRA   Day Camps	141	57 sec
8.	NWSRA   PURSUIT	121	2:04
9.	NWSRA   Staff/Volunteer Portal	118	2:20
10.	About   NWSRA	104	1:58

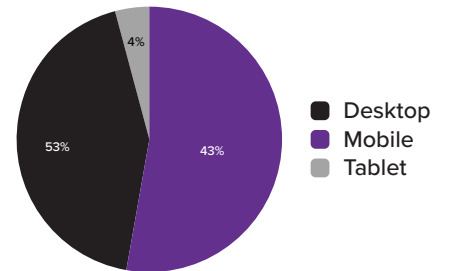
PAGE VIEWS

AVG. TIME SPENT

TOP CHANNELS



DEVICES BEING USED



■ Desktop  
■ Mobile  
■ Tablet

SOCIAL MEDIA STATISTICS



Total Page Likes: 8,930  
New Followers: 15  
Post Engagements: 6,198  
Post Reach: 57,471  
Page Views: 1,916



Total Followers: 382  
Impressions: 19.1K  
Post Engagements: 556  
Profile Visits: 154



Total Followers: 550  
New Followers: 24  
Post Likes: 1,088  
Post Impressions: 10,649  
Post Engagements: 1,155

TRENDING POSTS

- Construction Updates - Wheeling & Buffalo Grove
- PURSUIT/STAR Reverse Parade
- Clearbrook Scavenger Hunt
- Broadway Buddies "Seussical the Zoomsical"
- NWSRA Virtual Programming
- Announcement of Face To Face Programs for July
- #AllInIllinois
- NWSRA Activity Center

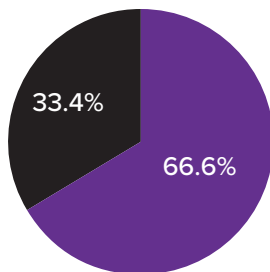


## WEBSITE STATISTICS

www.nwsra.org

**12,183** TOTAL PAGE VIEWS

**5,917** TOTAL SESSIONS



■ New Visitor  
■ Returning Visitor

**3,187** NEW VISITORS

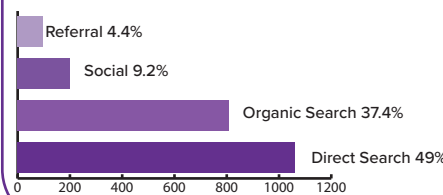
### MOST VISITED PAGES

Rank	Page Name	Page Views	Avg. Time Spent
1.	NWSRA   Virtual Programming	4,426	3:13
2.	NWSRA   Homepage	3,049	1:27
3.	NWSRA   Activity Center	2,004	2:24
4.	NWSRA   NWSRA Brochure	751	2:55
5.	NWSRA   Staff Contacts	279	1:35
6.	NWSRA   Day Camps	242	2:07
7.	NWSRA   Employment Opportunities	165	3:02
8.	NWSRA   PURSUIT	165	2:14
9.	NWSRA   Staff/Volunteer Portal	104	1:55
10.	NWSRA   Coronavirus Update	96	1:43

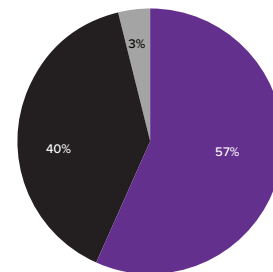
### PAGE VIEWS

### AVG. TIME SPENT

### TOP CHANNELS



### DEVICES BEING USED



■ Desktop  
■ Mobile  
■ Tablet

## SOCIAL MEDIA STATISTICS



Total Page Likes: 8,938  
 New Followers: 8  
 Post Engagements: 6,198  
 Post Reach: 24,629  
 Page Views: 1,453



Total Followers: 383  
 Impressions: 11.2K  
 Post Engagements: 245  
 Profile Visits: 201



Total Followers: 572  
 New Followers: 22  
 Post Likes: 488  
 Post Impressions: 4,555  
 Post Engagements: 507

## TRENDING POSTS

- NWSRA Virtual Programming
- NWSRA Face to Face Programming
- NWSRA Activity Center
- NWSRA Activity Box
- NWSRA Bus Visit
- Day Camp
- Sensory Garden
- SLSF Virtual Trivia



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

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**Sponsorships:** Sponsorship dollars are part of the SLSF event budgets. The FY 2020 budgeted amount is \$76,600. To date, \$12,500 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. To date, SLSF has applied for \$72,500 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:** At this time, SLSF is planning on hosting the following golf outings: Palatine Golf Outing, Arlington Golf Classic, Women's Outing, Buffalo Grove Golf Outing, and T&M Golf Outing. The team has met with the committees and surveyed the attendees and the majority are excited to golf and continue to support SLSF and NWSRA. The events are being held while adhering to all guidelines and the staff are working closely with the golf pros at each golf course. The SLSF team is meeting with the committee from the Celebrate Ability Gala and are considering a virtual event or a hybrid of virtual and minimal VIP guests invited for the in person portion.

SLSF hosted two Virtual Trivia Nights to over 90 attendees raising almost \$500. Many NWSRA families are joining and excited for the opportunity to join teams with their families and friends through the power of Zoom. Due to popular demand, SLSF will be hosting another Trivia Night at the end of the month.

**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.

- SLSF granted NWSRA \$13,159.74 in July which is the first installment of the budgeted NWSRA grant.
- SLSF granted NWSRA \$15,000 for the rent payment to Wheeling Park District for the NWSRA programming space per agreement of the lease.
- SLSF directly paid \$44,752.56 to Frank Cooney for the furniture for the NWSRA Programming space at Buffalo Grove Park District.

**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. It is imperative to stay "plugged into" our families and find out how we can continue to help them during this unprecedented time. SLSF staff are continuing to attend free webinars and attend virtual community meetings for networking purposes at this time.

FY 2020 NWSRA 2nd Quarter Budget Worksheet (Cash Basis with Accrual Adjustments)

Line Item #	Description	FY 2020 Budget	January-June 2020	Accrual Adjustments	Total after Adjustments	% Change from Budget	Explanation
<b>Income</b>							
310000	Member District Assessments	4,320,307.35	2,336,145.45			54.1%	All assessments have been received for the first half of 2020
320000	Program Fees	679,280.02	193,739.76	39,543.95	154,195.81	22.7%	Revenue is lower than budgeted in this line item due to Spring In-Person Programs going virtual with no fee attached. Fees for Virtual Programs began in June. In-Person programs began in July offering 73% less of programs than summer 2019.
321000	Transportation - Door to Door	5,275.00	1,375.25	952.50	422.75	8.0%	Revenue is lower than budgeted in this line item due to majority of revenue coming in budgeted to Summer
321100	Transportation - Pick up Points	27,533.75	-714.75			-2.6%	Revenue collected for Winter/Spring Programs has been refunded back to all participants.
340000	Non-Program Revenue	348,502.00	121,312.57			34.8%	Pursuit rent reimbursement for first 6 months
350000	SLSF Grant Contributions	287,500.00	9,728.42	9,269.17	459.25	0.2%	2019 Scholarship ask that was proceed in 2020 - being moved back to 2019
360000	Sale of Fixed Assets	1,250.00	0.00			0.0%	There have been no sale of fixed assets
370000	Interest	105,659.84	43,929.06			41.6%	Interest is down due the current market
380000	Revenue SLSF	200.00	74.00			37.0%	Donations from families given on registration forms
385000	Transfer of Reserve	500,000.00	250,000.00			50.0%	Capital transfer for construction costs of Wheeling Program Site
	<b>Total Income</b>	<b>6,275,507.96</b>	<b>2,955,589.76</b>	<b>49,765.62</b>	<b>2,905,824.14</b>	<b>46.3%</b>	
<b>Administration</b>							
421000	Professional Fees	18,190.15	8,875.89			48.8%	Includes Compensation survey started before COVID and Attorney fees for COVID conversations.
421100	Office Supplies	5,359.80	1,442.15			26.9%	Expenses are lower than budgeted in this line item. A majority of expenses for keys, office supplies and other items took place in the 1st quarter prior to the COVID-19 outbreak. Expenses will be lower in future quarters.
421150	Credit Card & Bank Fees	14,450.00	5,770.46			39.9%	Credit card fees are down due to two months of no credit Card processing
421200	Postage	4,700.00	1,369.43			29.1%	Expenses are lower than budgeted in this line item due to a shift toward electronic communication to families due to the COVID-19 outbreak. Expenses will be lower in future quarters.
421300	Telephone/Fax	20,049.00	7,948.07			39.6%	Expenses are lower than budgeted due to not purchasing additional phones as planned, as well as telephone service not starting at the Wheeling and Buffalo Grove program sites until June 2020. Originally they were budgeted to begin service in April.
421400	Conference/Education	54,511.00	11,749.32			21.6%	This line item dropped 3.1% from first quarter due to reimbursement from Midwest Symposium registration fee. It will continue to stay stable at 21.6% due to not attending conferences in the near future.
421500	Memberships	29,308.00	8,165.78			27.9%	This line items increased 2.4% from first quarter due to the expense of Full Time staff Certification renewals for CTRS and CPRP. This line item will increase slightly over the next two quarters due to Full Time staff Certification renewals for mandatory certifications.
421600	Health Insurance	424,140.38	198,415.30			46.8%	Health insurance is down due to currently having four open full time positions
421700	Maintenance/Utilities	49,235.21	19,643.48			39.9%	Utilities is down due to building not being used for 10 weeks
421800	Rent	146,486.00	30,257.31			20.7%	Rent is down due to the delay in Wheeling opening
421900	Computer	122,040.70	50,881.16			41.7%	Expenses are lower than budgeted due to a delayed implementation of computer hardware at the Buffalo Grove and Wheeling program spaces (originally budgeted for April), as well as a pause on computer support at the remote programming locations with Excalibur Technology due to the COVID-19 outbreak.
	<b>Subtotal Administration Expense</b>	<b>888,470.24</b>	<b>344,518.35</b>	<b>0.00</b>	<b>344,518.35</b>	<b>38.8%</b>	
<b>Program</b>							
422100	Rental Municipal	43,079.02	5,568.00			12.9%	All expenses have been from Winter Programs. With cancellation of Spring programs and Summer In-Person programs starting in July there have been no
422200	Commercial Expense	179,195.00	37,093.31			20.7%	Commercial Expenses are from February and March, no new expenses since March 19th.
422300	Program Development	23,882.00	809.93			3.4%	Virtual Programming are only programs running in this line item. Very little expenses are needed to support Virtual Programs.
422400	Program Supplies	67,016.25	23,174.97			34.6%	This line items increased 3.6% due to program supplies needed for in person Day Camp, General Recreation Programs. This line item will be monitored but will increase slightly due to COVID supplies and minimal supplies for Day Camp and General Recreation Programs.
422500	Commercial Transportation	134,143.50	0.00			0.0%	This line item will stay at 0% due to not utilizing Commercial Transportation for Day Camp and Overnight Trips or Athletics.



422600	Transportation Mileage	23,000.00	5,905.49			25.7%	Mileage down due to not conducting in-person programs since 3/14/2020
422700	Transportation Maintenance	83,900.00	20,085.50			23.9%	Vehicle maintenance is down due to not using of agency vehicles since 3/14/2020
422800	Transportation Gas/Tolls/Park	73,000.00	8,195.53			11.2%	Gas/Tolls is down due to not using of agency vehicles since 3/14/2020
422900	Printing	60,759.60	19,512.98			32.1%	Expenses are lower than budgeted due to staff not printing at the office during the COVID-19 shutdown, as well as a shift toward providing the programming brochure and other information electronically.
423100	Public Awareness	17,303.72	4,963.72			28.7%	Expenses are lower than budgeted due to all Outreach expenses being paused during the COVID-19 outbreak, as well as a pause on online advertising and recognition/awards
	<b>Subtotal Program Expense</b>	<b>705,279.09</b>	<b>125,309.43</b>	<b>0.00</b>	<b>125,309.43</b>	<b>17.8%</b>	
<b>Salary</b>							
424100	Full Time Staff Salary	2,014,708.53	962,577.14			47.8%	FT Salaries is down due to currently having four open full time positions
424200	Part Time Staff Salary	660,199.28	70,503.01			10.7%	Part-time salaries is down due to furloughing all PT employees as of 3/14/2020
424300	Payroll Processing	28,449.97	12,081.89			42.5%	Payroll Fees is down due to changing from ADP to quickbooks processing
424500	Car Allowance	7,800.00	3,600.00			46.2%	Executive Directors allowance is current for 2020
	<b>Subtotal Salary Expense</b>	<b>2,711,157.78</b>	<b>1,048,762.04</b>	<b>0.00</b>	<b>1,048,762.04</b>	<b>38.7%</b>	
<b>Liability/Audit/IMRF</b>							
441000	Liability/PDRMA	85,389.30	39,165.70			45.9%	Liability current due to paying PDRMA in 6 month intervals
442000	Audit	8,825.00	7,225.00			81.9%	Audit completed and all fees paid for 2020
442100	Employer FICA	254,229.12	80,015.97			31.5%	FICA down in all areas due to furloughing all PT employees and having four FT positions open
442200	IMRF	266,583.16	118,640.70			44.5%	IMRF down in all areas due to furloughing all PT employees and having four FT positions open
	<b>Subtotal Liability/Audit/IMRF Expenses</b>	<b>615,026.58</b>	<b>245,047.37</b>	<b>0.00</b>	<b>245,047.37</b>	<b>39.8%</b>	
<b>ADA Compliance/ Capital</b>							
450000	ADA Compliance	488,408.31	50,780.91			10.4%	Due to the COVID-19 Pandemic, the Inclusion Support Decision Process was created. This process has assisted in Inclusion Aide placement. NWSRA is supporting 11 inclusion requests for Aide support out of 18.
460000	Capital Equipment Replacement	858,987.49	6,712.16			0.8%	
	<b>Subtotal ADA/Capital Expenses</b>	<b>1,347,395.80</b>	<b>57,493.07</b>	<b>0.00</b>	<b>57,493.07</b>	<b>4.3%</b>	
	<b>Total Expenses</b>	<b>6,267,329.49</b>	<b>1,821,130.26</b>	<b>0.00</b>	<b>1,821,130.26</b>	<b>29.1%</b>	
	<b>Net Income(Revenue-Expenses)</b>	<b>8,178.47</b>	<b>1,134,459.50</b>	<b>49,765.62</b>	<b>1,084,693.88</b>	<b>13262.8%</b>	

# **VIII. Old Business**

[Return to Home](#)

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

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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 July 22:

[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:

- 2<sup>nd</sup> Quarter Income and Expenses
- 2<sup>nd</sup> Quarter List of Highest Expenses
- Unemployment Numbers
- Virtual Program Statistics
- General Recreational Therapy Program Comparison
- Day Camp Statistics
- Summer Programs Marketing and Public Relations
- NWSRA COVID-19 Response Plan: Board and Office
- NWSRA COVID-19 Response Plan: Programs and Services

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.

# Board and Office

## NWSRA COVID-19 Response Plan

PHASE 1	PHASE 2	PHASE 3	PHASE 4	PHASE 5
<ul style="list-style-type: none"> <li>• Office closed</li> <li>• Staff working remotely, stipend for all</li> <li>• Virtual programs Monthly Sign Up</li> <li>• Activity Center updated regularly</li> <li>• No Spending</li> <li>• Hiring Freeze FT</li> <li>• Hiring Freeze PT</li> <li>• Part time staff furloughed</li> <li>• No face to face programs</li> <li>• Marketing/Communication: calls and constant contacts/social media increased</li> <li>• All Virtual Meetings</li> <li>• All Virtual in-services</li> <li>• Emergency Board Meeting</li> <li>• Mileage stopped</li> <li>• Transportation/Vehicle maintenance stopped</li> <li>• Switched from Season to Month to Month Registration</li> <li>• Postponed SLSF events</li> <li>• Free Health Check Calls/Zoom to participants &amp; families</li> <li>• Community outings cancelled</li> <li>• Brochure printing stopped</li> <li>• Inclusion services paused due to partner agency closures</li> <li>• NWSRA program spaces closed</li> <li>• FT staff evals continued with merit-based increases frozen</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> </ul>	<ul style="list-style-type: none"> <li>• Office closed</li> <li>• Staff working remotely, stipend for all</li> <li>• Virtual programs Monthly Sign Up</li> <li>• Activity Center updated regularly</li> <li>• Emergency Budget</li> <li>• Hiring Freeze FT</li> <li>• Hiring Freeze PT</li> <li>• Part time staff furloughed</li> <li>• No face to face programs</li> <li>• Marketing/Communication: calls and constant contacts/social media increased</li> <li>• All Virtual Meetings</li> <li>• All Virtual in-services</li> <li>• Emergency Board Meeting</li> <li>• Mileage stopped</li> <li>• Transportation/Vehicle maintenance stopped</li> <li>• Month to Month Registration</li> <li>• Postponed SLSF events, Virtual started</li> <li>• Free Health Check Calls/Zoom to participants &amp; families</li> <li>• Community outings cancelled</li> <li>• Brochure moved online</li> <li>• Inclusion services paused due to partner agency closures</li> <li>• NWSRA program spaces closed</li> <li>• FT staff evals continued merit-based increases frozen</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> </ul>	<ul style="list-style-type: none"> <li>• Office Open: staggered schedules</li> <li>• Staff working remotely when not in office, stipend for all</li> <li>• Virtual programs Monthly Sign Up</li> <li>• Activity Center updated regularly</li> <li>• Approved Spending: Emergency Budget</li> <li>• Hiring Freeze FT</li> <li>• Hiring Freeze PT</li> <li>• Part time specialty staff return</li> <li>• Select face to face programs, per State &amp; Federal guidelines</li> <li>• Marketing/Communication: calls and constant contacts/social media increased</li> <li>• All Virtual Meetings</li> <li>• All Virtual in-services</li> <li>• Emergency Board Meeting</li> <li>• Mileage tracked</li> <li>• Transportation/Vehicle maintenance stopped</li> <li>• Month to Month Registration</li> <li>• Postponed SLSF events, Virtual started</li> <li>• Switch to fee based Health Check Calls/Zoom</li> <li>• Community outings cancelled</li> <li>• Brochure online</li> <li>• Inclusion resumed with emergency decision process</li> <li>• NWSRA programs cleaned, set up and in use</li> <li>• FT staff evals continued merit-based increases frozen</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> </ul>	<ul style="list-style-type: none"> <li>• Office Open: All FT staff return</li> <li>• Remote for approved positions only</li> <li>• Virtual programs Monthly Sign Up</li> <li>• Activity Center updated regularly</li> <li>• Approved Spending: Emergency Budget</li> <li>• Necessary FT hiring based on budget</li> <li>• Essential PT staff return as needed</li> <li>• Select face to face programs, per State &amp; Federal guidelines</li> <li>• Marketing/Communication: calls and constant contacts/social media increased</li> <li>• Limited Face to face meetings based on State guidelines</li> <li>• Face to Face in-services</li> <li>• Emergency Board Meeting</li> <li>• Mileage tracked</li> <li>• Transportation/Vehicle Maintenance based on State guidelines</li> <li>• Month to Month Registration</li> <li>• Select SLSF events resume</li> <li>• Switched to fee based Health Check Calls/Zoom</li> <li>• Select Community outings based on State &amp; Fed guidelines</li> <li>• Brochure online</li> <li>• Inclusion resumed with emergency decision process</li> <li>• NWSRA spaces in use</li> <li>• FT staff evals with merit-based increases based on emergency budget</li> <li>• Clearbrook/Day Programs open based on State regulations</li> </ul>	<ul style="list-style-type: none"> <li>• Office Open to all</li> <li>• Remote for approved positions only</li> <li>• Virtual programs Monthly Sign Up</li> <li>• Activity Center remains available</li> <li>• Approved Spending: FY 2020 Amended Budget</li> <li>• Regular hiring procedures return</li> <li>• All PT staff return</li> <li>• Face to Face Programs return</li> <li>• Marketing/Communication: calls and constant contacts/social media continued as needed</li> <li>• Face to Face Meetings resume</li> <li>• Face to Face in-services</li> <li>• Return to regular Board Meeting Schedule</li> <li>• Mileage reimbursed</li> <li>• Transportation/Vehicle Maintenance resumes</li> <li>• Registration adapted to programming needs</li> <li>• SLSF events resume</li> <li>• Switched to fee based Health Check Calls/Zoom as needed</li> <li>• Regular community outings</li> <li>• Brochure online, printed upon request</li> <li>• Inclusion resumes per Park District needs</li> <li>• NWSRA spaces in use</li> <li>• FT staff evals with merit increases as budgeted</li> <li>• Clearbrook/Day Programs resume</li> </ul>



# Programs and Services

## NWSRA COVID-19 Response Plan

PHASE 1	PHASE 2	PHASE 3	PHASE 4	PHASE 5
<ul style="list-style-type: none"> <li>• NWSRA Main Office closed to public</li> <li>• Virtual programs available on website with Monthly registration</li> <li>• Activity Center located on website will be updated regularly</li> <li>• Part time staff furloughed</li> <li>• No in-person programs</li> <li>• Marketing/Communication: calls and constant contacts/ social media increased</li> <li>• Transportation to programs stopped</li> <li>• Switched from seasonal to Month to Month registration for programs</li> <li>• Postponed SLSF events</li> <li>• Free Health Check Calls</li> <li>• Community program outings cancelled</li> <li>• Inclusion services paused due to partner agency closures</li> <li>• NWSRA program spaces at Hanover Park, Rolling Meadows, Mt. Prospect, Wheeling and Buffalo Grove closed</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> <li>• NWSRA program brochure online</li> </ul>	<ul style="list-style-type: none"> <li>• NWSRA Main Office closed to public</li> <li>• Virtual programs available on website with Monthly registration</li> <li>• Activity Center located on website will be updated regularly</li> <li>• Part time staff furloughed</li> <li>• No in-person programs</li> <li>• Marketing/Communication: calls and constant contacts/ social media increased</li> <li>• Transportation to programs stopped</li> <li>• Month to Month registration for programs continued</li> <li>• Postponed SLSF events, Virtual Events &amp; Fundraising only</li> <li>• Free Check-in Calls</li> <li>• Community program outings cancelled</li> <li>• Inclusion services paused due to partner agency closures</li> <li>• NWSRA program spaces at Hanover Park, Rolling Meadows, Mt. Prospect, Wheeling and Buffalo Grove closed</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> <li>• NWSRA program brochure online</li> </ul>	<ul style="list-style-type: none"> <li>• NWSRA Main Office closed to public</li> <li>• Virtual programs available on website with Monthly registration</li> <li>• Activity Center located on website will be updated regularly</li> <li>• Part time staff furloughed</li> <li>• Select in-person programs to be offered per Federal guidelines</li> <li>• Marketing/Communication: calls and constant contacts/ social media increased</li> <li>• Transportation to programs stopped</li> <li>• Month to Month registration continued</li> <li>• Postponed SLSF events, Virtual Events &amp; Fundraising only</li> <li>• Switch to fee-based check-in calls/zooms</li> <li>• Community program outings cancelled</li> <li>• Inclusion resumed per State &amp; Federal guidelines</li> <li>• NWSRA program spaces at Hanover Park, Rolling Meadows, Mt. Prospect, Wheeling and Buffalo Grove cleaned/sanitized, set up and in use</li> <li>• Clearbrook/Day Programs closed to stay at home order following DHS regulations</li> <li>• NWSRA program brochure online- families may request a printed copy</li> </ul>	<ul style="list-style-type: none"> <li>• NWSRA Main Office closed to public</li> <li>• Virtual programs available on website with Monthly registration</li> <li>• Activity Center located on website will be updated regularly</li> <li>• Part time/specialty staff return if needed</li> <li>• Select in-person programs to be offered per Federal guidelines</li> <li>• Marketing/Communication: calls and constant contacts/ social media increased</li> <li>• Transportation resumes to select programs based on Federal guidelines</li> <li>• Month to Month Registration continued</li> <li>• Select SLSF events resume</li> <li>• Switch to fee-based optional 1:1 interactive calls/zooms</li> <li>• Select Community program outings per State &amp; Federal guidelines</li> <li>• Inclusion resumed per State &amp; Federal guidelines</li> <li>• NWSRA program spaces at Hanover Park, Rolling Meadows, Mt. Prospect, Wheeling and Buffalo Grove in use</li> <li>• Clearbrook/Day Programs open based on DHS regulations</li> <li>• NWSRA program brochure online- families may request a printed copy</li> </ul>	<ul style="list-style-type: none"> <li>• NWSRA Main Office open to public</li> <li>• Virtual programs available on website with Monthly registration</li> <li>• Activity Center remains available</li> <li>• All Part time staff return</li> <li>• In-person Programs return as normal</li> <li>• Marketing/Communication: calls and constant contacts/ social media continued as needed</li> <li>• Transportation to programs resumes</li> <li>• Registration adapted to programming needs</li> <li>• All SLSF events resume</li> <li>• Discontinue 1:1 interactive calls/Zooms. Check-ins as needed.</li> <li>• Program Community outings resume</li> <li>• Inclusion resumes based on partner agency needs</li> <li>• NWSRA program spaces at Hanover Park, Rolling Meadows, Mt. Prospect, Wheeling and Buffalo Grove in use</li> <li>• Clearbrook/Day Programs resume</li> <li>• NWSRA program brochure online- families may request a printed copy</li> </ul>

# **IX. New Business**

[Return to home](#)

**Date:** July 22, 2020  
**To:** NWSRA Board  
**From:** Tracey Crawford, Executive Director  
**Re:** FSA Amendment due to COVID-19

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Due to the COVID-19 outbreak, the IRS has made changes to the rules regarding Flexible Spending Accounts related to Health. IRS Notice 2020-33 states: Effective immediately, and for all future Plan years after 2020, Participants will be allowed to carry over up to \$550 of unused FSA amounts for qualified medical expenses incurred during the following Plan year. If the maximum carryover limit is adjusted for inflation in future Plan years, the Plan will automatically be adjusted to the new maximum carryover limit.

Due to this change, staff ask for a motion to accept the Amendment to the NWSRA Cafeteria Plan with Flexible Spending Arrangement.

**Motion:**

**A motion to approve the Amendment to the NWSRA Cafeteria Plan with Flexible Spending Arrangement as presented.**

Resolution R2020-4  
AMENDMENT TO THE  
Northwest Special Recreation Association  
CAFETERIA PLAN with FLEXIBLE SPENDING ARRANGEMENT

THIS AMENDMENT TO THE NORTHWEST SPECIAL RECREATION ASSOCIATION CAFETERIA PLAN (the "Plan") is adopted by Northwest Special Recreation Association, effective as of the dates set forth herein.

NOW, THEREFORE, effective as set forth below, the Plan is amended as follows:

- A. Effective for the 2020 Plan year and all future Plan years, pursuant to Internal Revenue Service Notice 2020-33, the Health Flexible Spending Arrangement (FSA) is hereby amended to allow Participants to carry over unused funds to the following Plan year up to the maximum indexed amount allowed under the regulations. The maximum carryover amount for the 2020 Plan year is \$550 and will be indexed for future Plan years.

Northwest Special Recreation  
Association

By:\_\_\_\_\_

Title:\_\_\_\_\_



**ACTION TAKEN AND RESOLUTION ADOPTED BY CONSENT  
OF THE BOARD OF DIRECTORS OF  
Northwest Special Recreation Association**

The undersigned, being all of the members of the Board of Directors of Northwest Special Recreation Association (the "Employer"), hereby adopt the following Resolution by unanimous consent and direct that this Consent Resolution be entered in the minute books of the Employer.

WHEREAS, the Employer previously adopted a Code Section 125 plan, also known as the Cafeteria Plan, (the "Plan");

WHEREAS, effective immediately, Internal Revenue Service Notice 2020-33 (the "Notice") modified the maximum carryover limit of unused funds to the following Plan year for Health Flexible Spending Arrangements (FSAs) to \$550 (and indexed for future Plan years);

WHEREAS, effective for the 2020 Plan year and all future Plan years, the Employer desires to amend the Plan as set forth in the attached Amendment and Summary of Material Modifications, to allow for the maximum amount of unused funds permitted under the regulations to be carried over to the following Plan year consistent with the requirements set forth in the Notice.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has hereby reviewed the attached Amendment and Summary of Material Modifications and does hereby approve the adoption of the Amendment as set forth therein;

BE IT FURTHER RESOLVED that the officers of the Employer are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

By \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

## SUMMARY OF MATERIAL MODIFICATIONS TO THE SECTION 125 PLAN

This document summarizes important changes to your [Section 125 Plan] (the "Plan"). If you have any questions regarding the changes outlined in this Summary of Material Modifications ("SMM"), you should contact [insert appropriate contact]. Keep a copy of this SMM with your Summary Plan Description for future reference.

### Changes to Maximum Carryover Amount for Health Flexible Spending Arrangements ("FSAs")

Effective immediately, and for all future Plan years after 2020, Participants will be allowed to carry over up to \$550 of unused FSA amounts for qualified medical expenses incurred during the following Plan year. If the maximum carryover limit is adjusted for inflation in future Plan years, the Plan will automatically be adjusted to the new maximum carryover limit.

**NORTHWEST SPECIAL RECREATION ASSOCIATION  
ORDINANCE #O2020-2**

**AN ORDINANCE AUTHORIZING AND PROVIDING FOR THE CONVEYANCE OR  
SALE OF SURPLUS PERSONAL PROPERTY OF THE NORTHWEST SPECIAL  
RECREATION ASSOCIATION COOK COUNTY, ILLINOIS**

**WHEREAS**, the Northwest Special Recreation Association, Cook County, Illinois (“Park District”) owns personal property as described in Addendum A. hereinafter known as the “Property,” and

**WHEREAS**, pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22)(“Code”), the Park District is authorized to sell, convey or donate any personal property that in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office is no longer necessary, useful to, or for the best interests of the Park District; and

**WHEREAS**, the Board of Park Commissioners (“Board”) has reviewed a staff report finding that the Property is no longer useful to the Park District and recommending its sale, donation or disposal and the Board concurs with that recommendation.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Park Commissioners of the Northwest Special Recreation Association, Cook County, Illinois, as follows:

**Section 1.** The Board finds that all of the recitals contained in the preamble to this Ordinance are true and correct and does hereby incorporate them into this Ordinance by this reference.

**Section 2.** The Board finds that the Property is no longer necessary and useful to the Park District and declares it to be for the best interests of the Park District and its residents to dispose of the Property in the following manner:

Sell the Property to the highest bidder.

or

Trade-In the Property

or

Donate the Property to such person or entity that will make use of the equipment.

or

Dispose of the Property if the District is unable to sell or donate identified equipment.

**Section 3.** The seller, Northwest Special Recreation Association, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. The Northwest Special

Recreation Association neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said items.

The buyer agrees to purchase said items in an “**as is**” condition with all faults. The buyer understands that the seller does not expressly or implicitly warrant that the said items meet or comply with any applicable safety standards (examples: ASTM, OSHA, CPSC). The buyer is solely responsible for determining that the said items are appropriate for any and all particular uses.

The buyer further agrees to indemnify, hold harmless and defend the Northwest Special Recreation Association and its officers, agents and employees from any and all claims resulting from injuries, damages and losses arising out of, connected with, or in any other way associated with the use of said items.

**Section 4.** The Board authorizes and directs the Executive Director take such action necessary to sell, donate or dispose of the Property as herein authorized.

**Section 5.** This ordinance shall be in full force and effect from and after its adoption as provided by law.

Adopted this 22<sup>nd</sup> day of July, 2020.

Ayes:

Nays:

Absent:

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Chairman, Ryan Risinger  
Board of Trustees  
Northwest Special Recreation Association

ATTEST:

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Secretary Tracey Crawford  
Board of Trustees  
Northwest Special Recreation Association

STATE OF ILLINOIS     )  
                                  )  
COUNTY OF COOK     )     SS.

SECRETARY’S CERTIFICATE

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

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

AN ORDINANCE authorizing and providing for the conveyance or sale of surplus personal property of the Northwest Special Recreation Association, Cook County, Illinois

adopted at a duly called Regular Meeting of the Board of Trustees of the Agency, via Zoom, at 10:30 a.m. on the 22<sup>nd</sup> day of July, 2020.

**I FURTHER CERTIFY** that the deliberations of the Board on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Park District Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

**IN WITNESS WHEREOF**, I hereunto affix my official signature and the seal of the Northwest Special Recreation Association, Rolling Meadows, Illinois this 22<sup>nd</sup> day of July, 2020.

\_\_\_\_\_  
Tracey Crawford, Secretary  
Board of Trustees  
Northwest Special Recreation Association

(SEAL)



# **X. Information /Action Items**

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protesters. Not him. Trump just handed Mother Nature two defeats. His administration moved to curb a nearly century-old law protecting many American wild bird species. Can't have too many pretty birds flying around.

Same goes for endangered right whales and other fragile marine life. Trump removed protection for marine animals in area off the New England coast.

The Northeast Canyons and Seamounts Marine National Monument was created by former President Barack Obama, doubtless dooming the area's whales and other nonvoting ocean dwellers.

Helen Sierra  
Barrington

### Those helping disabled also deserve recognition

Many people have been recognized for their work during this pandemic. This praise is well deserved. We would like to take this opportunity to commend and thank an additional group of individuals who have made a difference: The dedicated people who work at our Special Recreation Associations, specifically Northwest Special Recreation Association (NWSRA) and North Suburban Special Recreation Association (NSSRA), as well as Special Olympics Illinois.

These organizations serve individuals with intellectual and developmental disabilities. Throughout the year, they offer programs, activities, clubs, trips and athletics to persons of all ages.

Deep friendships develop among the participants as well as with the staff. For many, NWSRA, NSSRA and Special Olympics Illinois are the only avenues available for socializing.

When the pandemic hit, along with everyone else, the disabled community had to shelter-in-place resulting in the abrupt stoppage of all programming.

Within a week of this happening, NWSRA, NSSRA and Special Olympics Illinois developed a multitude of virtual group activities, including one-to-one conversations with participants, virtual exercise classes, dances, singalongs and the list goes on. There were also drive-by parades.

Both of our sons are actively

involved with these organizations. They are using these virtual activities to connect with friends, stay fit and have something to look forward to every weekday.

These programs have significantly alleviated the isolation so many have endured during this time of pandemic.

Assuredly, there are many other Special Recreation organizations throughout Illinois that may be offering similar programs. Our hats are off to all of them. We have always valued what Special Recreation Associations and Special Olympics Illinois do. Over these past several months, they have far exceeded our expectations and for that we profoundly thank them.

Micki and Ron Coppel  
Schaumburg

### Reforms needed to stop voter suppression

The June 10 article, "Chaos in Georgia" was particularly enraging to me as a young advocate for democracy. I took AP U.S. Government this year and learned about the Supreme Court Case *Shelby County v. Holder* and its ruling of the Voting Rights Act of 1965 unconstitutional. I never expected to see the effects of this decision that my teacher described so obviously as what happened in Georgia this week.

I fear that many Americans don't realize the fact that, as so clearly evidenced by this primary, voter suppression is getting worse, not better in the U.S.

If we truly want to maintain our democracy, we need to ensure that the citizens of this country can equitably vote, no matter their individual



Nataly Panczyk

— from which he can  
There was no real "only the sanatorium  
As his magnum confirms, Thoreau fever," but it was ours, in that he inspired rather than sought solitude and anted for two years

circumstances.

Illinois currently has Senate (SB 1863) that accessibility of the ballot nois via expanding mail and early voting.

Similar legislation reform must be passed nation if our elected can be an accurate reflection of the govern.

Guaranteeing a citizen vote doesn't mean six lines for some and wait others.

The intentional manipulation of our democracy stopped now. Else, I find teacher's description the '70s might be the get to fair elections, and look for the "greatest Earth."

### Address three for social upheaval

The social upheaval creates yet another for our society to right that have contributed disparity and social in elected officials should addressing three root at the heart of the issue

1. No human life is From the moment of human life is made in and image of God.

A lack of respect for human life-forms and allows one to justify another human being

2. The traditional is the foundation for social stability.

I applaud the many and grandmothers accepted the responsibility

Daily Herald

6/15/20

Section 1

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