

HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION BOARD MEETING AGENDA

Wednesday, April 21, 2021
5:15 PM

-AGENDA-

1. Roll Call
2. Introductions
3. Approval of Minutes
 - a. March 17, 2021
4. Review of Bills
 - a. March 2021
5. Financial Report
 - a. March 2021
6. Director's Report
7. New Business
 - a. NONE
8. Pending Business
 - a. NONE
9. Citizen Request to Address the Board
 - a. NONE
10. Correspondence
 - a. NONE
11. Other Business
 - a. NONE
12. Adjournment

NOTICE

If special accommodation is needed to attend or participate in a HISRA Board Meeting, please contact HISRA at (309) 691-1929

**NEXT MEETING: May 19, 5:15 PM
Remote and at HISRA Office 8727 N Pioneer Road, Peoria, IL 61615**

OFFICIAL PROCEEDINGS OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION, HELD AT 5:15 P.M., WEDNESDAY, MARCH 17, 2021 REMOTELY AND AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA IL 61615.

Meeting was called to order at 5:14 PM by Trustee Tibbs.

BOARD MEMBERS PRESENT: Robert Johnson, Kevin Yates, Joel Dickerson, Kris Goergen, Shane Placher, Brian Tibbs, Lorelei Cox

BOARD MEMBERS ABSENT: Joe Cassidy

STAFF PRESENT: Katie Van Cleve, Brooke Williams

PRESS PRESENT: NONE

OTHERS PRESENT: NONE

REVIEW OF MINUTES: The minutes of the January 2021 meeting were reviewed. Motion to approve was made by Trustee Cox and seconded by Johnson. Roll call vote.
Result: Ayes: 7; Nays: 0
Motion Approved-Roll Call vote

REVIEW OF BILLS: Summary of bills for January and February 2021 were reviewed. Motion to approve as presented was made by Trustee Placher and seconded by Trustee Cox. Roll call vote.
Result: Ayes: 7; Nays: 0
Motion Approved-Roll Call vote

FINANCIAL REPORT: Summary of the financial report for January and February 2021 were reviewed. Motion to approve as presented was made by Trustee Yates and seconded by Trustee Goergen. Roll call vote.
Result: Ayes: 7; Nays: 0
Motion Approved-Roll Call vote

DIRECTOR'S REPORT:

Director Van Cleve presented the board with a diversity report as it pertains to employment at HISRA. We are in the process of adding a ZOOM room to the facility to aide in accessibility of programming. Eight weeks of summer camp planning is underway. Special Olympics is not hosting games in 2021 so we will have smaller meets for our track athletes.

NEW BUSINESS:

NONE

PENDING BUSINESS:

NONE

CORRESPONDENCE:

NONE

OTHER BUSINESS:

NONE

ADJOURNMENT:

A motion to adjourn was made by Trustee Dickerson and seconded by Trustee Yates at 5:35 PM.

Result: Ayes: 7; Nays: 0

Motion Approved, Roll call vote

Submitted by: _____

Brooke Williams, Secretary

**Heart of Illinois Special Recreation Association
Comparative Income Statement
Month Ending March 31, 2021**

	2020 Actuals	2020 Budget	% of Budget	2021 Actuals	2021 Budget	% of Budget
Administration Revenues:						
Peoria Taxes	\$0.00	\$417,012.00	0.00%	\$0.00	\$400,979.00	0.00%
Morton Reimbursement	\$0.00	\$126,000.00	0.00%	\$0.00	\$124,000.00	0.00%
Chillicothe Reimbursement	\$0.00	\$56,856.00	0.00%	\$1,159.53	\$55,719.00	2.08%
Washington Taxes	\$0.00	\$75,200.00	0.00%	\$0.00	\$72,500.00	0.00%
Cash Over/Short	\$0.00	\$0.00	-	(\$73.05)	\$0.00	-
VSI AR Over/Short	(\$17,339.00)	\$0.00	-	(\$21,681.05)	\$0.00	-
Class Fees	\$43,178.60	\$140,000.00	30.84%	\$9,658.50	\$140,000.00	6.90%
Inclusion Fees	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Vending	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Donations	\$697.00	\$10,000.00	6.97%	\$2,363.00	\$2,000.00	118.15%
Interest Income	\$0.00	\$3,400.00	0.00%	\$0.00	\$3,400.00	0.00%
Reimbursement	\$5,132.62	\$22,250.00	23.07%	\$468.00	\$0.00	-
Grants	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>(\$3,997.16)</u>	<u>\$0.00</u>	-
Total Revenues:	\$31,669.22	\$850,718.00	3.72%	(\$12,102.23)	\$798,598.00	-1.52%

	2020 Actuals	2020 Budget	% of Budget	2021 Actuals	2021 Budget	% of Budget
Administration Expenditures:						
Full Time Payroll	\$30,369.23	\$200,000.00	15.18%	\$33,238.28	\$180,000.00	18.47%
Part Time Payroll	\$29,834.50	\$140,000.00	21.31%	\$18,177.02	\$150,000.00	12.12%
Longevity	\$0.00	\$500.00	0.00%	\$0.00	\$500.00	0.00%
Wellness	\$0.00	\$800.00	0.00%	\$0.00	\$600.00	0.00%
Program Supplies	\$15,204.86	\$58,000.00	26.22%	\$6,643.15	\$58,000.00	11.45%
Postage	\$0.00	\$3,100.00	0.00%	\$10.59	\$1,510.00	0.70%
Gasoline	\$944.13	\$8,000.00	11.80%	\$147.67	\$6,000.00	2.46%
Office Supplies	\$1,910.58	\$7,000.00	27.29%	\$909.76	\$7,000.00	13.00%
Printing	\$0.00	\$8,000.00	0.00%	\$0.00	\$5,000.00	0.00%
Administrative Expense	\$11,382.28	\$66,928.00	17.01%	\$5,326.21	\$61,110.00	8.72%
Payroll Maintenance	\$964.39	\$10,000.00	9.64%	\$987.98	\$10,000.00	9.88%
Health & Dental	\$11,287.56	\$58,244.00	19.38%	\$10,968.73	\$55,442.00	19.78%
Contractual Services	\$5,084.85	\$25,000.00	20.34%	\$3,353.70	\$25,000.00	13.41%
Training & Conferences	\$4,254.32	\$9,000.00	47.27%	\$9,508.42	\$10,000.00	95.08%
Natural Gas	\$806.52	\$3,500.00	23.04%	\$918.48	\$4,000.00	22.96%
Electricity	\$361.44	\$7,500.00	4.82%	\$534.99	\$7,500.00	7.13%
Telephone	\$1,628.17	\$9,700.00	16.79%	\$1,169.36	\$9,000.00	12.99%
Water	\$608.04	\$3,400.00	17.88%	\$638.02	\$3,700.00	17.24%
Sewer	\$0.00	\$350.00	0.00%	\$35.46	\$350.00	10.13%
Insurance	\$0.00	\$14,500.00	0.00%	\$0.00	\$14,500.00	0.00%
Advertising	\$10.00	\$500.00	2.00%	\$0.00	\$500.00	0.00%
Attorney Fees	\$0.00	\$250.00	0.00%	\$0.00	\$250.00	0.00%
FICA	\$4,605.58	\$26,010.00	17.71%	\$2,333.23	\$25,245.00	9.24%
IMRF	\$1,367.68	\$8,534.00	16.03%	\$2,151.92	\$9,501.00	22.65%
Refunds	\$120.00	\$320.00	37.50%	\$0.00	\$500.00	0.00%
Scholarships	\$413.00	\$1,500.00	27.53%	\$128.00	\$3,000.00	4.27%
Equipment	\$4,093.95	\$37,000.00	11.06%	\$3,009.42	\$16,000.00	18.81%
Equipment Repair	<u>\$1,643.31</u>	<u>\$8,000.00</u>	20.54%	<u>\$173.01</u>	<u>\$8,000.00</u>	2.16%
Total Expenditures:	\$126,894.39	\$715,636.00	17.73%	\$100,363.40	\$672,208.00	14.93%

	2020 Actuals	2020 Proposed Budget	% of Budget	2021 Actuals	2021 Proposed Budget	% of Budget
Camp Free to Be Revenues:						
Camp Fees	\$57,855.50	\$95,000.00	60.90%	\$21,666.60	\$70,000.00	30.95%
VSI AR Over/Short	(\$26,996.78)	\$0.00	-	(\$16,173.60)	\$0.00	-
Donations	\$0.00	\$500.00	0.00%	\$0.00	\$1,000.00	0.00%
Reimbursement	<u>\$0.00</u>	<u>\$9,000.00</u>	0.00%	<u>\$0.00</u>	<u>\$0.00</u>	-
Total Revenues:	\$30,858.72	\$104,500.00	29.53%	\$5,493.00	\$71,000.00	7.74%

	2020 Actuals	2020 Proposed Budget	% of Budget	2021 Actuals	2021 Proposed Budget	% of Budget
Camp Free to Be Expenditures:						
Part Time Payroll	\$0.00	\$170,000.00	0.00%	\$40.00	\$130,000.00	0.03%
Program Supplies	\$0.00	\$20,500.00	0.00%	\$0.00	\$19,500.00	0.00%
Administrative Expense	\$0.00	\$20,186.00	0.00%	\$0.00	\$17,945.00	0.00%
Contractual Services	\$0.00	\$0.00	-	\$0.00	\$0.00	-
FICA	\$0.00	\$13,005.00	0.00%	\$0.00	\$9,945.00	0.00%
Refunds	\$0.00	\$0.00	-	\$1,602.50	\$5,000.00	32.05%
Scholarships	<u>\$0.00</u>	<u>\$15,000.00</u>	0.00%	<u>\$1,046.25</u>	<u>\$15,000.00</u>	6.98%
Total Expenditures:	\$0.00	\$238,691.00	0.00%	\$2,688.75	\$197,390.00	1.36%

Revenues:						
Administration	\$31,669.22	\$850,718.00	3.72%	(\$12,102.23)	\$798,598.00	-1.52%
Camp Free to Be	<u>\$30,858.72</u>	<u>\$104,500.00</u>	29.53%	<u>\$5,493.00</u>	<u>\$71,000.00</u>	7.74%
Total Revenues	\$62,527.94	\$955,218.00	6.55%	(\$6,609.23)	\$869,598.00	-0.76%

Expenditures:						
Administration	\$126,894.39	\$715,636.00	17.73%	\$100,363.40	\$672,208.00	14.93%
Camp Free to Be	<u>\$0.00</u>	<u>\$238,691.00</u>	0.00%	<u>\$2,688.75</u>	<u>\$197,390.00</u>	1.36%
Total Expenditures	\$126,894.39	\$954,327.00	13.30%	\$103,052.15	\$869,598.00	11.85%

Memorial Reserves in PPD Foundation as of 12/31/2020: \$26,963
 Memorial Reserves in PPD as of 12/31/2020: \$6,627
 Undesignated Reserves as of 12/31/2020: \$299,771

Starting Vendor: 000001
Ending Vendor: ZW1001

Starting Date: 3/1/2021
Ending Date: 3/31/2021

Report #: APD010

Peoria Park District

09-Apr-21 10:40 AM

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	Expense Distributions In Detail	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
Distribution Type: R-6-R81-5110-2101 HRT OF IL SRA - PROGRAM SUPPLI									
3/4/2021	481404	010622	DEJARLD, KRISTI	<NONE>	01-02 ZUMBA	3/4/2021	0000094011	AP1536	250.00
JANUARY AND FEBRUARY VIRTUAL ZUMBA CLASSES									
3/18/2021	481338	006633	SAMIS CLUB PAYMENTS	P1423689	49004922	2/19/2021	0000093988	AP1517	368.98
SNACKS, TYE DYE, KITES, TOWELS									
Date Total 3/4/2021 : 618.98									
3/18/2021	481915	010642	DREAMHOUSE MEDIA LLC	<NONE>	1736	3/18/2021	0000094228	AP1581	1,800.00
VIDEO, PHOTO AND EDITING									
3/18/2021	481942	190008	TCRC	<NONE>	2021 MEMBERSH	3/18/2021	0000094253	AP1581	50.00
HUMAN SERVICES COLLABORATIVE MEMBERSHIP									
Date Total 3/18/2021 : 1,850.00									
Account Total R-6-R81-5110-2101 : 2,468.98									
Account #: R-6-R81-5110-2112 HRT OF IL SRA - GASOLINE									
3/18/2021	481845	WEX001	SHELL-WEX BANK	P1427995-FEB21	70600894	3/6/2021	0000094202	AP1569	80.68
FUEL CHARGES- FEB 2021									
3/18/2021	481846	WEX001	SHELL-WEX BANK	P1427995-JAN21	70057033	2/6/2021	0000094202	AP1569	66.99
FUEL CHARGES- JAN 2021									
Date Total 3/18/2021 : 147.67									
Account Total R-6-R81-5110-2112 : 147.67									
Account #: R-6-R81-5110-2121 HRT OF IL SRA - OFFICE SUPPLIE									
3/4/2021	481349	GRE003	RNJ DISTRIBUTING	P1659457-FEB21	1360126	2/23/2021	0000093986	AP1517	32.75
BOTTLED WATER									
Date Total 3/4/2021 : 32.75									
Account Total R-6-R81-5110-2121 : 32.75									
Account #: R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE									
3/4/2021	481273	B BROAD	BROADBAND	240516-MAR21	2022079-1	2/1/2021	0000093965	AP1516	199.95
FIBER INTERNET SVC									
3/18/2021	481274	003169	INTERFACE SECURITY SYSTE	62-MAR21	19919060	3/1/2021	0000093969	AP1516	61.95
BID- ALARM SVC 03/21									
3/18/2021	481309	HARR001	HARRIS PEST CONTROL	P7562944-FEB21	108298	2/5/2021	0000093961	AP1516	45.00
PEST CONTROL									
Date Total 3/4/2021 : 306.90									
Account Total R-6-R81-5210-2205 : 306.90									
Account #: R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE									
3/18/2021	481819	000137	PDC SERVICES, INC.	160-FEB21	4861414	3/1/2021	0000094193	AP1569	123.00
B/A-WASTE REMOVAL/RECYCLING									
Date Total 3/18/2021 : 123.00									

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
3/18/2021	481887	TRIP002	TRIPLE JS JANITORIAL	P9283334-FEB21	301432	3/11/2021	0000094208	900.00
						B/A- JANITORIAL SERVICE 02/01/21-02/28/21	AP1569	
Date Total 3/18/2021 :								1,023.00
Account Total R-6-R81-5210-22205 :								1,329.90

Account #: R-6-R81-5210-2603 HRT OF IL SRA - TRAINING & CON								
3/25/2021	482088	CR1002	CRISIS PREVENTION INSTITUT <NONE>		329983	3/25/2021	0000094339	4,799.00
						NONVIOLENT CRISIS INTERVENTION INSTRUCTOR TRAINING	AP1609	
Date Total 3/25/2021 :								4,799.00
Account Total R-6-R81-5210-2603 :								4,799.00

Account #: R-6-R81-5210-3100 HRT OF IL SRA - NATURAL GAS									
12/30/2020	479943	001527	AMEREN ILLINOIS		240097-257	201220946R81	12/30/2020	0000094257	209.46
						GAS 2203065019 ACTUAL READ 12/01/20-01/01/21	AP1346		
Date Total 12/30/2020 :								209.46	
Account Total R-6-R81-5210-3100 :								209.46	

Account #: R-6-R81-5210-3100 HRT OF IL SRA - NATURAL GAS									
3/4/2021	481263	CNE002	CONSTELLATION NEW ENER		240097-579	3115684	2/15/2021	0000093951	366.21
						BG-11583 NATURAL GAS THERMS USED- JANUARY 2021	AP1514		
Date Total 3/4/2021 :								366.21	
Account Total R-6-R81-5210-3100 :								366.21	

Account #: R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY									
3/4/2021	481264	ILLPOWER	ILLINOIS POWER MARKETING		240097-573	173162921011	2/1/2021	0000093968	173.34
						ELECTRIC GMCPDP1000	AP1515		
Date Total 3/4/2021 :								173.34	
Account Total R-6-R81-5210-3100 :								173.34	

Account #: R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY									
3/18/2021	481758	001527	AMEREN ILLINOIS		240097-731	51531-01/21	2/12/2021	0000094149	166.65
						ELECTRIC 8157351531 ACTUAL READ 01/12/21-02/10/21	AP1567		
Date Total 3/18/2021 :								166.65	
Account Total R-6-R81-5210-3100 :								166.65	

Account #: R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY									
3/25/2021	481950	ILLPOWER	ILLINOIS POWER MARKETING		240097-735	173162921021	2/26/2021	0000094293	195.00
						ELECTRIC GMCPDP1000	AP1589		
Date Total 3/25/2021 :								195.00	
Account Total R-6-R81-5210-3100 :								195.00	

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount		
Account #: R-6-R81-5210-3102 HRT OF IL SRA - TELEPHONE										
3/11/2021	481446	009225	VERIZON WIRELESS-LEHIGH	240925-001	9874362925	2/28/2021	0000094105	CELL PHONES & MODEMS 02/2021	AP1539	334.30
	481447	009225	VERIZON WIRELESS-LEHIGH	240925-002	9874362926	2/28/2021	0000094105	HISRA IPADS 02/2021	AP1539	130.20
	481448	009225	VERIZON WIRELESS-LEHIGH	240925-003	9874362927	2/28/2021	0000094105	HISRA IPADS 02/2021	AP1539	120.18
								Date Total 3/11/2021 :		584.68
								Account Total R-6-R81-5210-3102 :		584.68
Account #: R-6-R81-5210-3103 HRT OF IL SRA - WATER										
3/25/2021	482009	003003	ILLINOIS AMERICAN WATER	240097-747	0699-03/21	3/1/2021	0000094292	WATER 1025-210041530699 01/29/21-03/30/21 ACTUAL R	AP1598	291.25
								Date Total 3/25/2021 :		291.25
								Account Total R-6-R81-5210-3103 :		291.25
Account #: R-6-R81-5210-3105 HRT OF IL SRA - SEWER										
3/25/2021	482006	002704	GREATER PEORIA SANITARY	240097-744	0358.02-02/21	3/12/2021	0000094289	SEWER 1400358.02 11/25/20-02/25/21	AP1597	35.46
								Date Total 3/25/2021 :		35.46
								Account Total R-6-R81-5210-3105 :		35.46
Account #: R-6-R81-5510-6101 HRT OF IL SRA - EQUIPMENT										
3/18/2021	481826	MAR002	MARCO INC	P0422596-JAN21	INV8468275	2/19/2021	0000094185	COPIER SERVICE AGREEMENT	AP1569	5.00
								Date Total 3/18/2021 :		5.00
								Account Total R-6-R81-5510-6101 :		5.00
Account #: R-6-R81-5510-6102 HRT OF IL SRA - EQUIPMENT REPA										
3/25/2021	482031	004035	MENARDS-PEORIA	P1351485	48364	3/15/2021	0000094301	LIGHT SWITCH	AP1599	4.98
								Date Total 3/25/2021 :		4.98
								Account Total R-6-R81-5510-6102 :		4.98
Account #: R-6-R83-5210-3711 CAMP FTB - REFUNDS										
3/11/2021	481604	003706	LIMESTONE COMMUNITY HIG	<NONE>	HISRA REFUND	3/11/2021	0000094124	CAMP REFUND 2020	AP1562	760.00
		003706	LIMESTONE COMMUNITY HIG	<NONE>	HISRA REFUND	3/11/2021	0000094124	CAMP REFUND 2020	AP1562	722.00
								Date Total 3/11/2021 :		1,482.00
3/25/2021	482098	010354	JUERS, AMANDA	<NONE>	202873	3/25/2021	0000094348	SCHOOL PAY	AP1609	120.50

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
Date Total 3/25/2021 :								120.50
Account Total R-6-R83-5210-3711 :								1,602.50

Section Total Expense : 12,708.35