

HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION BOARD MEETING AGENDA

**Wednesday, September 16, 2020
5:15 PM**

-AGENDA-

1. Roll Call
2. Introductions
3. Approval of Minutes
 - a. August 19, 2020
4. Review of Bills
 - a. August 2020
5. Financial Report
 - a. August 2020
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. Executive Session: Katie Van Cleve review
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: October 21, 5:15 PM
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, August 19, 2020 REMOTELY AND AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA IL 61615.

Meeting was called to order at 5:26 PM by Trustee Dickerson.

BOARD MEMBERS PRESENT:	Robert Johnson, Kevin Yates, Shane Placher, Brian Tibbs, Lorelei Cox, Joel Dickerson
BOARD MEMBERS ABSENT:	Joe Cassidy, Chris Goergen,
STAFF PRESENT:	Katie Van Cleve, Brooke Williams
PRESS PRESENT:	NONE
OTHERS PRESENT:	NONE
REVIEW OF MINUTES:	The minutes of the July 2020 meeting were reviewed. Motion to approve was made by Trustee Tibbs and seconded by Trustee Cox. Result: Ayes: 6; Nays: 0 Motion Approved
REVIEW OF BILLS:	Summaries of bills for July 2020 were reviewed. Motion to approve as presented was made by Trustee Yates and seconded by Trustee Cox. Result: Ayes: 6; Nays: 0 Motion Approved
FINANCIAL REPORT:	Summaries of the financial report for July 2020 were reviewed. Motion to approve was presented was made by Trustee Yates and seconded by Trustee Cox. Result: Ayes: 6; Nays: 0 Motion Approved
DIRECTOR'S REPORT:	Katie Van Cleve reported on Summer Camp. HISRA had a successful 5 weeks of Camp Free to Be and 4 weeks of Summer

Daze. Summer Daze operated out of Safety Town where they are able to take advantage of biking on site as well as hiking and biking along the trail that passes by. FOCUS was located at Shore Acres in Chillicothe and were able to have a great experience being submerged in a walkable community. FOCUS returned to HISRA the week of Aug 6

NEW BUSINESS: NONE

PENDING BUSINESS: NONE

CORRESPONDENCE: NONE

OTHER BUSINESS: NONE

ADJOURNMENT: A motion to adjourn was made by Trustee Cox and seconded by Trustee Dickerson at 5:40 PM.
Result: Ayes: 6; Nays: 0
Motion Approved

Submitted by: Brooke Williams, Secretary

**Heart of Illinois Special Recreation Association
Comparative Income Statement
Month Ending August 31, 2020**

	2019 <u>Actuals</u>	2019 <u>Budget</u>	% of <u>Budget</u>	2020 <u>Actuals</u>	2020 <u>Budget</u>	% of <u>Budget</u>
Administration Revenues:						
Peoria Taxes	\$240,648.47	\$428,600.00	56.15%	\$212,117.54	\$417,012.00	50.87%
Morton Reimbursement	\$0.00	\$122,500.00	0.00%	\$0.00	\$126,000.00	0.00%
Chillicothe Reimbursement	\$32,967.77	\$57,867.00	56.97%	\$0.00	\$56,856.00	0.00%
Washington Taxes	\$0.00	\$75,000.00	0.00%	\$0.00	\$75,200.00	0.00%
Cash Over/Short	(\$153.00)	\$0.00	-	\$147.19	\$0.00	-
VSI AR Over/Short	(\$11,115.15)	\$0.00	-	(\$14,831.10)	\$0.00	-
Class Fees	\$101,900.10	\$140,000.00	72.79%	\$56,969.35	\$140,000.00	40.69%
Inclusion Fees	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Vending	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Donations	\$1,602.00	\$5,000.00	32.04%	\$1,530.50	\$10,000.00	15.31%
Interest Income	\$0.00	\$1,000.00	0.00%	\$0.00	\$3,400.00	0.00%
Reimbursement	<u>\$34,181.00</u>	<u>\$25,000.00</u>	136.72%	<u>\$7,225.03</u>	<u>\$22,250.00</u>	32.47%
Total Revenues:	\$400,031.19	\$854,967.00	46.79%	\$263,158.51	\$850,718.00	30.93%

Administration Expenditures:						
Full Time Payroll	\$103,215.30	\$180,588.00	57.16%	\$102,000.10	\$200,000.00	51.00%
Part Time Payroll	\$82,334.41	\$128,707.00	63.97%	\$61,197.06	\$140,000.00	43.71%
Longevity	\$0.00	\$500.00	0.00%	\$0.00	\$500.00	0.00%
Wellness	\$0.00	\$800.00	0.00%	\$0.00	\$800.00	0.00%
Program Supplies	\$44,226.83	\$62,000.00	71.33%	\$35,445.48	\$58,000.00	61.11%
Postage	\$435.50	\$3,100.00	14.05%	\$36.29	\$3,100.00	1.17%
Gasoline	\$3,723.70	\$10,000.00	37.24%	\$1,307.41	\$8,000.00	16.34%
Office Supplies	\$5,061.18	\$7,000.00	72.30%	\$7,141.05	\$7,000.00	#####
Printing	\$3,014.95	\$8,000.00	37.69%	\$2,288.84	\$8,000.00	28.61%
Administrative Expense	\$37,590.54	\$69,062.00	54.43%	\$26,764.50	\$66,928.00	39.99%
Payroll Maintenance	\$3,622.75	\$12,000.00	30.19%	\$2,328.40	\$10,000.00	23.28%
Health & Dental	\$36,127.36	\$74,666.00	48.39%	\$34,575.07	\$58,244.00	59.36%
Contractual Services	\$12,783.86	\$29,465.00	43.39%	\$16,016.35	\$25,000.00	64.07%
Training & Conferences	\$2,744.24	\$12,000.00	22.87%	\$6,016.56	\$9,000.00	66.85%
Natural Gas	\$2,048.95	\$3,500.00	58.54%	\$1,914.24	\$3,500.00	54.69%
Electricity	\$3,895.88	\$8,000.00	48.70%	\$1,814.25	\$7,500.00	24.19%
Telephone	\$5,758.98	\$10,000.00	57.59%	\$5,943.13	\$9,700.00	61.27%
Water	\$2,220.41	\$3,700.00	60.01%	\$2,016.94	\$3,400.00	59.32%
Sewer	\$119.37	\$350.00	34.11%	\$83.78	\$350.00	23.94%
Insurance	\$7,004.94	\$13,500.00	51.89%	\$7,425.24	\$14,500.00	51.21%
Advertising	\$0.00	\$500.00	0.00%	\$10.00	\$500.00	2.00%
Attorney Fees	\$0.00	\$500.00	0.00%	\$0.00	\$250.00	0.00%
FICA	\$12,452.59	\$23,923.00	52.05%	\$10,892.00	\$26,010.00	41.88%
IMRF	\$4,862.22	\$9,120.00	53.31%	\$3,708.14	\$8,534.00	43.45%
Refunds	\$277.00	\$1,500.00	18.47%	\$533.00	\$320.00	#####
Scholarships	\$1,841.39	\$1,700.00	108.32%	(\$37.00)	\$1,500.00	-2.47%
Equipment	\$72,150.13	\$75,500.00	95.56%	\$8,082.38	\$37,000.00	21.84%
Equipment Repair	<u>\$2,384.83</u>	<u>\$10,000.00</u>	23.85%	<u>\$3,238.39</u>	<u>\$8,000.00</u>	40.48%
Total Expenditures:	\$449,897.31	\$759,681.00	59.22%	\$340,741.60	\$715,636.00	47.61%

	2019 <u>Actuals</u>	2019 Proposed <u>Budget</u>	% of <u>Budget</u>	2020 <u>Actuals</u>	2020 Proposed <u>Budget</u>	% of <u>Budget</u>
Camp Free to Be Revenues:						
Camp Fees	\$94,923.00	\$100,000.00	94.92%	\$42,956.45	\$95,000.00	45.22%
VSI AR Over/Short	(\$21,445.41)	\$0.00	-	(\$7,239.68)	\$0.00	-
Donations	\$500.00	\$5,000.00	10.00%	\$0.00	\$500.00	0.00%
Reimbursement	<u>\$3,707.00</u>	<u>\$15,000.00</u>	24.71%	<u>\$0.00</u>	<u>\$9,000.00</u>	0.00%
Total Revenues:	\$77,684.59	\$120,000.00	64.74%	\$35,716.77	\$104,500.00	34.18%

Camp Free to Be Expenditures:						
Part Time Payroll	\$188,625.33	\$148,500.00	127.02%	\$69,709.81	\$170,000.00	41.01%
Program Supplies	\$20,189.50	\$20,500.00	98.49%	\$7,780.08	\$20,500.00	37.95%
Administrative Expense	\$16,700.48	\$19,561.00	85.38%	\$5,969.68	\$20,186.00	29.57%
Contractual Services	\$108.00	\$0.00	-	\$0.00	\$0.00	-
FICA	\$11,124.46	\$11,360.00	97.93%	\$2,900.40	\$13,005.00	22.30%
Refunds	\$952.50	\$0.00	-	\$18,314.70	\$0.00	-
Scholarships	<u>\$14,019.87</u>	<u>\$15,246.00</u>	91.96%	<u>\$2,441.62</u>	<u>\$15,000.00</u>	16.28%
Total Expenditures:	\$251,720.14	\$215,167.00	116.99%	\$107,116.29	\$238,691.00	44.88%

Revenues:						
Administration	\$400,031.19	\$854,967.00	46.79%	\$263,158.51	\$850,718.00	30.93%
Camp Free to Be	<u>\$77,684.59</u>	<u>\$120,000.00</u>	64.74%	<u>\$35,716.77</u>	<u>\$104,500.00</u>	34.18%
Total Revenues	\$477,715.78	\$974,967.00	49.00%	\$298,875.28	\$955,218.00	31.29%

Expenditures:						
Administration	\$449,897.31	\$759,681.00	59.22%	\$340,741.60	\$715,636.00	47.61%
Camp Free to Be	<u>\$251,720.14</u>	<u>\$215,167.00</u>	116.99%	<u>\$107,116.29</u>	<u>\$238,691.00</u>	44.88%
Total Expenditures	\$701,617.45	\$974,848.00	71.97%	\$447,857.89	\$954,327.00	46.93%

Memorial Reserves in PPD Foundation as of 12/31/2019: \$25,963
Memorial Reserves in PPD as of 12/31/2019: \$6,611
Undesignated Reserves as of 12/31/2019: \$326,750