

HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION BOARD MEETING AGENDA

**Wednesday May 18, 2022
5:15 PM**

-AGENDA-

1. Roll Call
2. Introductions
3. Approval of Minutes
 - a. April 2022
4. Review of Bills
 - a. April 2022
5. Financial Report
 - a. April 2022
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
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: June 15, 5:15 PM
Zoom 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 16, 2022 HELD AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA IL 61615.

Meeting was called to order at 5:20PM by Chairman Goergen.

BOARD MEMBERS PRESENT: Emily Cahill, Shane Placher, Lorelei Cox, Joel Dickerson, Kris Goergen, Kevin Yates

BOARD MEMBERS ABSENT: Robert Johnson and Brian Tibbs

STAFF PRESENT: Katie Van Cleve

PRESS PRESENT: NONE

OTHERS PRESENT: NONE

REVIEW OF MINUTES: The minutes of the February 2022 meeting were reviewed. Motion to approve with correction of date in heading to 2022 was made by Trustee Dickerson and seconded by Trustee Tibbs. Roll call vote.
Result: Ayes: 5; Nays: 0
Motion Approved

REVIEW OF BILLS: Summary of bills for March 2022 were reviewed. Motion to approve as presented was made by Trustee Cox and seconded by Trustee Dickerson. Roll call vote.
Result: Ayes: 6; Nays: 0
Motion Approved

FINANCIAL REPORT: Summary of the financial report for March 2022 were reviewed. Motion to approve as presented was made by Trustee Placher and seconded by Trustee Goergen. Roll call vote.
Result: Ayes: 6; Nays: 0
Motion Approved

DIRECTOR'S REPORT:

Director Van Cleve reported summer program registration has launched. Registration is slow and staff plan to push via social media and email campaigns. Summer camp has many new participants and staff are preparing for a full summer. Hiring is fair; a bit slower than a typical year. HISRA staff plan to attend the ELITE job fair. A revised board schedule was presented.

NEW BUSINESS:

NONE

PENDING BUSINESS:

NONE

CORRESPONDENCE:

NONE

OTHER BUSINESS:

NONE

ADJOURNMENT:

A motion to adjourn to executive session was made by Trustee Cahill and seconded by Trustee Yates at 5:33 PM.

Result: Ayes: 6; Nays: 0

Motion Approved, Roll call vote

Submitted by: _____

Katie Van Cleve, Secretary

Heart of Illinois Special Recreation Association
Comparative Income Statement
Month Ending April 30, 2022

	<u>2021</u>	<u>2021</u>	<u>% of</u>	<u>2022</u>	<u>2022</u>	<u>% of</u>
	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>	<u>Actuals</u>	<u>Budget</u>	<u>Budget</u>
Administration Revenues:						
Peoria Taxes	\$0.00	\$400,979.00	0.00%	\$0.00	\$407,000.00	0.00%
Morton Reimbursement	\$0.00	\$124,000.00	0.00%	\$0.00	\$124,000.00	0.00%
Chillicothe Reimbursement	\$1,159.53	\$55,719.00	2.08%	\$0.00	\$56,800.00	0.00%
Washington Taxes	\$0.00	\$72,500.00	0.00%	\$0.00	\$72,500.00	0.00%
Cash Over/Short	(\$1,615.22)	\$0.00	-	(\$2,748.62)	\$0.00	-
VSI AR Over/Short	(\$488.75)	\$0.00	-	(\$5,483.25)	\$0.00	-
Class Fees	\$28,097.50	\$140,000.00	20.07%	\$42,197.77	\$135,000.00	31.26%
Inclusion Fees	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Vending	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Donations	\$5,050.68	\$2,000.00	252.53%	\$2,438.70	\$20,000.00	12.19%
Interest Income	\$0.00	\$3,400.00	0.00%	\$0.00	\$3,400.00	0.00%
Reimbursement	\$538.00	\$0.00	-	\$0.00	\$250.00	0.00%
Grants	<u>(\$3,997.16)</u>	<u>\$0.00</u>	-	<u>\$0.00</u>	<u>\$5,000.00</u>	0.00%
Total Revenues:	\$28,744.58	\$798,598.00	3.60%	\$36,404.60	\$823,950.00	4.42%
Administration Expenditures:						
Full Time Payroll	\$52,790.21	\$180,000.00	29.33%	\$51,160.64	\$215,000.00	23.80%
Part Time Payroll	\$30,588.28	\$150,000.00	20.39%	\$40,233.85	\$125,000.00	32.19%
Longevity	\$0.00	\$500.00	0.00%	\$0.00	\$600.00	0.00%
Wellness	\$0.00	\$600.00	0.00%	\$0.00	\$600.00	0.00%
Program Supplies	\$9,650.25	\$58,000.00	16.64%	\$7,935.36	\$66,700.00	11.90%
Postage	\$10.59	\$1,510.00	0.70%	\$0.00	\$1,500.00	0.00%
Gasoline	\$348.88	\$6,000.00	5.81%	\$1,369.97	\$6,000.00	22.83%
Office Supplies	\$1,408.14	\$7,000.00	20.12%	\$2,726.25	\$7,000.00	38.95%
Printing	\$0.00	\$5,000.00	0.00%	\$0.00	\$10,025.00	0.00%
Administrative Expense	\$9,748.12	\$61,110.00	15.95%	\$9,636.24	\$64,293.00	14.99%
Payroll Maintenance	\$3,204.30	\$10,000.00	32.04%	\$2,816.15	\$10,000.00	28.16%
Health & Dental	\$14,637.99	\$55,442.00	26.40%	\$13,596.71	\$58,825.00	23.11%
Contractual Services	\$5,201.03	\$25,000.00	20.80%	\$6,628.87	\$25,000.00	26.52%
Training & Conferences	\$9,559.17	\$10,000.00	95.59%	\$1,502.10	\$10,250.00	14.65%
Natural Gas	\$1,123.60	\$4,000.00	28.09%	\$2,058.11	\$4,100.00	50.20%
Electricity	\$862.32	\$7,500.00	11.50%	\$881.88	\$7,200.00	12.25%
Telephone	\$1,754.04	\$9,000.00	19.49%	\$1,798.57	\$9,000.00	19.98%
Water	\$934.64	\$3,700.00	25.26%	\$593.64	\$3,700.00	16.04%
Sewer	\$35.46	\$350.00	10.13%	\$117.69	\$350.00	33.63%
Insurance	\$0.00	\$14,500.00	0.00%	\$0.00	\$12,500.00	0.00%
Advertising	\$0.00	\$500.00	0.00%	\$0.00	\$500.00	0.00%
Attorney Fees	\$0.00	\$250.00	0.00%	\$0.00	\$250.00	0.00%
FICA	\$3,933.27	\$25,245.00	15.58%	\$4,425.80	\$26,010.00	17.02%
IMRF	\$3,325.16	\$9,501.00	35.00%	\$1,086.79	\$5,319.00	20.43%
Refunds	\$0.00	\$500.00	0.00%	\$0.00	\$500.00	0.00%
Scholarships	\$370.00	\$3,000.00	12.33%	\$591.00	\$5,000.00	11.82%
Equipment	\$3,009.42	\$16,000.00	18.81%	\$4,864.44	\$26,000.00	18.71%
Equipment Repair	<u>\$1,221.69</u>	<u>\$8,000.00</u>	15.27%	<u>\$1,072.03</u>	<u>\$6,000.00</u>	17.87%
Total Expenditures:	\$153,716.56	\$672,208.00	22.87%	\$155,096.09	\$707,222.00	21.93%
Camp Free to Be Revenues:						
Camp Fees	\$45,679.20	\$70,000.00	65.26%	\$64,616.30	\$75,150.00	85.98%
VSI AR Over/Short	(\$27,584.00)	\$0.00	-	(\$47,003.80)	\$0.00	-
Donations	\$0.00	\$1,000.00	0.00%	\$0.00	\$6,000.00	0.00%
Grants	\$0.00	\$0.00	-	\$0.00	\$0.00	-
Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$0.00</u>	<u>\$0.00</u>	-
Total Revenues:	\$18,095.20	\$71,000.00	25.49%	\$17,612.50	\$81,150.00	21.70%
Camp Free to Be Expenditures:						
Part Time Payroll	\$120.00	\$130,000.00	0.09%	\$718.50	\$136,541.00	0.53%
Program Supplies	\$0.00	\$19,500.00	0.00%	\$0.00	\$18,000.00	0.00%
Administrative Expense	\$164.56	\$17,945.00	0.92%	\$17.44	\$17,699.00	0.10%
Contractual Services	\$0.00	\$0.00	-	\$0.00	\$0.00	-
FICA	\$3.06	\$9,945.00	0.03%	\$12.39	\$10,445.00	0.12%
Refunds	\$1,602.50	\$5,000.00	32.05%	\$0.00	\$2,000.00	0.00%
Scholarships	<u>\$1,046.25</u>	<u>\$15,000.00</u>	6.98%	<u>\$0.00</u>	<u>\$10,000.00</u>	0.00%
Total Expenditures:	\$2,936.37	\$197,390.00	1.49%	\$748.33	\$194,685.00	0.38%
Revenues:						
Administration	\$28,744.58	\$798,598.00	3.60%	\$36,404.60	\$823,950.00	4.42%
Camp Free to Be	<u>\$18,095.20</u>	<u>\$71,000.00</u>	25.49%	<u>\$17,612.50</u>	<u>\$81,150.00</u>	21.70%
Total Revenues	\$46,839.78	\$869,598.00	5.39%	\$54,017.10	\$905,100.00	5.97%
Expenditures:						
Administration	\$153,716.56	\$672,208.00	22.87%	\$155,096.09	\$707,222.00	21.93%
Camp Free to Be	<u>\$2,936.37</u>	<u>\$197,390.00</u>	1.49%	<u>\$748.33</u>	<u>\$194,685.00</u>	0.38%
Total Expenditures	\$156,652.93	\$869,598.00	18.01%	\$155,844.42	\$901,907.00	17.28%

Starting Vendor: 000001
 Ending Vendor: ZW1001

Starting Date: 4/1/2022
 Ending Date: 4/30/2022

Report #: APD010

Peoria Park District

10-May-22 9:16 AM

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
Distribution Type: Expense Distributions In Detail								
Account #: R-6-R81-5110-2101 HRT OF IL SRA - PROGRAM SUPPLI								
4/7/2022	494112	005673	P2897623	258024	0000099677	3/8/2022	TONER CARTRIDGES	AP2952 160.00
	494093	006633	P2638922	55277288	0000099683	3/25/2022	2022 MEMBERSHIP FEE	AP2952 120.00
							Date Total 4/7/2022 :	280.00
4/28/2022	495073	006071	<NONE>	04282022	0000099967	4/28/2022	FOCUS COOKING LESSON 4/12/22	AP3023 600.00
							Date Total 4/28/2022 :	600.00
							Account Total R-6-R81-5110-2101 :	880.00
Account #: R-6-R81-5110-2112 HRT OF IL SRA - GASOLINE								
4/14/2022	494420	WEX001	P2245838MAR	80105647	0000099793	4/6/2022	FUEL - 02/22	AP2972 209.47
							Date Total 4/14/2022 :	209.47
							Account Total R-6-R81-5110-2112 :	209.47
Account #: R-6-R81-5110-2121 HRT OF IL SRA - OFFICE SUPPLIE								
4/21/2022	494792	GRE003	29746 03/31	1466391	0000099915	3/31/2022	BOTTLED WATER	AP3002 27.20
							Date Total 4/21/2022 :	27.20
							Account Total R-6-R81-5110-2121 :	27.20
Account #: R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE								
4/7/2022	494040	GFL001	GFL ENVIRONMENTAL SERVI	160FEB22	0000099644	2/21/2022	B/A-WASTE REMOVAL/RECYCLING SVCS 02/22	AP2950 130.62
4/14/2022	494432	I3 BROAD	I3 BROADBAND	26840APR22	0000099764	3/1/2022	INTERNET SVC. APR22	AP2974 199.95
	494534	TRIP002	TRIPLE J'S JANITORIAL	P9283334MAR22	0000099801	4/1/2022	B/A - JANITORIAL SVC. MAR22	AP2975 900.00
							Date Total 4/7/2022 :	130.62
							Date Total 4/14/2022 :	1,099.95
4/28/2022	494894	003169	INTERFACE SECURITY SYSTE	62-APR22	0000100001	4/1/2022	B/A - ALARM SVC 04/22	AP3014 61.95
							Date Total 4/28/2022 :	61.95
							Account Total R-6-R81-5210-2205 :	1,292.52

Account #: R-6-R81-5210-3100 HRT OF IL SRA - NATURAL GAS

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount	
4/21/2022	494790	001527	AMEREN ILLINOIS	240584-142	65019-03/22	4/5/2022	0000099840	GAS 2203065019 ACTUAL READ 03/01/22-04/01/22	AP3001 216.89
Account #: R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY									
4/14/2022	494321	001527	AMEREN ILLINOIS	240584-114	51531-02/22	3/14/2022	0000099730	ELECTRIC 8157351531 ACTUAL READ 02/09/22-03/10/22	AP2967 180.72
Date Total 4/21/2022 : 216.89									
Account Total R-6-R81-5210-3100 : 216.89									
Date Total 4/14/2022 : 180.72									
Account Total R-6-R81-5210-3101 : 180.72									
Account #: R-6-R81-5210-3102 HRT OF IL SRA - TELEPHONE									
4/14/2022	494325	009225	VERIZON WIRELESS-LEHIGH	240583-002	9902925685	3/28/2022	0000099804	HISRA IPADS 03/2022	AP2969 130.20
	494326	009225	VERIZON WIRELESS-LEHIGH	240583-003	9902925686	3/28/2022	0000099804	HISRA IPADS 03/2022	AP2969 120.18
	494324	009225	VERIZON WIRELESS-LEHIGH	240583-001	9902925684	3/28/2022	0000099804	CELL PHONES & MODEMS 03/2022	AP2969 332.43
Date Total 4/14/2022 : 582.81									
Account Total R-6-R81-5210-3102 : 582.81									
Account #: R-6-R81-5210-3103 HRT OF IL SRA - WATER									
4/21/2022	494754	003003	ILLINOIS AMERICAN WATER	240584-147	73189-03/22	4/6/2022	0000099883	WATER 1025- 210045273189 FIRE SVC 03/09/22-04/08/22	AP2998 129.21
Date Total 4/21/2022 : 129.21									
Account Total R-6-R81-5210-3103 : 129.21									
Account #: R-6-R81-5510-6102 HRT OF IL SRA - EQUIPMENT REPA									
4/7/2022	494217	004035	MENARDS- PEORIA	P2953267	71250	3/18/2022	0000099664	EXHAUST FAN, VOLTAGE TESTER & DUCT TAPE	AP2954 66.29
4/21/2022	494662	004035	MENARDS- PEORIA	P2847378	71807	3/28/2022	0000099897	LIGHT	AP2996 89.99
	494595	009070	O'BRIEN FORD OF PEORIA	P2576897	2530	4/5/2022	0000099902	WASHER NOZZLE	AP2994 7.09
	494632	004035	MENARDS- PEORIA	P2325887	72060	4/1/2022	0000099897	ALUMINUM BAR	AP2996 11.48
	494643	004035	MENARDS- PEORIA	P2552754	71796	3/28/2022	0000099897	ELECTRICAL SUPPLIES, LIGHT	AP2996 149.32
	494660	003955	MCMMASTER-CARR SUPPLY CO	P2834838	75593815	3/30/2022	0000099895	U-CHANNEL	AP2996 215.15
Date Total 4/21/2022 : 473.03									