

**HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION  
BOARD MEETING  
8727 N. Pioneer Road, Peoria, IL, 61615**

**Wednesday, April 17th, 2024  
5:15 PM**

**-AGENDA-**

1. Roll Call
2. Introductions
3. Approval of Minutes
  1. Approval of the March 20th, 2024 Board Meeting Minutes
4. Review of Bills
  1. March 2024
5. Financial Report
  1. March 2024
6. Director's Report
7. New Business
8. Pending Business
9. Citizen Request to Address the Board
11. Correspondence
12. Other Business
13. Adjournment

**NOTICE**

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

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 20TH, 2024 HELD AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA, IL 61615.

Meeting was called to order at 5:12 PM by Chairperson Cahill.

**BOARD MEMBERS PRESENT:** Kris Goergen, Lorelei Cox, Joel Dickerson, Emily Cahill, Karen Burnett

**BOARD MEMBERS ABSENT:** Robert Johnson, Kevin Yates, Brian Tibbs

**STAFF PRESENT:** Katie Van Cleve, Karen Rodgers

**PRESS PRESENT:** None

**OTHERS PRESENT:** None

**REVIEW OF MINUTES:** The minutes of the February 2024 meeting were reviewed. Motion to approve was made by Trustee Dickerson and seconded by Trustee Georgen. Roll call vote.  
**Result: Ayes: 5; Nays: 0**  
**Motion Approved**

**REVIEW OF BILLS:** Summary of bills for February 2024 were reviewed. Motion to approve as presented was made by Trustee Dickerson and seconded by Trustee Cox. Roll call vote.  
**Result: Ayes: 5; Nays: 0**  
**Motion Approved**

**FINANCIAL REPORT:** Director Van Cleve noted that HISRA is applying for United Way funding for the FOCUS program, and as such, FOCUS now has its own account line. This will help audit the program and staff expenses for grant reviews.

Summary of the financial report for February 2024 were reviewed. Motion to approve as presented was made by

Trustee Cox and seconded by Trustee Goergen. Roll call vote.  
**Result: Ayes: 5; Nays: 0**  
**Motion Approved**

**DIRECTOR'S REPORT:**

Director Van Cleve reported that the Young Athletes program is currently ongoing and successful. The program is catered to participants aged 2-7 years of age, of any ability, that focuses on gross motor skills. HISRA's Young Athletes participants will be going to Special Olympics Summer Games in June.

HISRA hosted the Peoria County Care and Treatment Board today. FOCUS took this opportunity to show off some of the skills and projects that they have been working on. FOCUS made boxed lunches for each board member, and demonstrated some of the equipment that they have been using to make their products. FOCUS has begun selling their merchandise at the Picket Fence In Chillicothe and the Moonlight gift shop in the airport in Peoria.

Camp Free To Be is currently full with a lengthy wait list, but there's currently a couple of spots in Summer Daze and Bicycle Brews. HISRA is currently hiring for seasonal staff to work Camp Free To Be, Summer Daze, and Bicycle Brews, and is attending Peoria Park District's job fairs.

HISRA submitted a Heart of Illinois United Way funding request in partnership with Peoria Park District's Moonlight Coalition, both through Peoria Park District's Foundation. As

such, it made sense for FOCUS to be placed in its own account line – R82.

HISRA attended the CEC Inclusion Respect Week at IVC schools in Chillicothe. HISRA taught wheelchair basketball for two days to students during PE.

The contractors who are conducting the HISRA building's roof repairs are waiting on temperatures to consistently be in the mid 50's or above to begin the roof coating. Repairs are anticipated to start in mid-April or thereafter.

**NEW BUSINESS:** None

**PENDING BUSINESS:** None

**CORRESPONDENCE:** None

**OTHER BUSINESS:** None

**ADJOURNMENT:** A motion to adjourn was made by Trustee Burnett and seconded by Trustee Dickerson at 5:26 PM. Roll call vote.  
**Result: Ayes: 5; Nays: 0**  
**Motion Approved**

**Submitted by:** \_\_\_\_\_  
Karen Rodgers, Secretary

**Heart of Illinois Special Recreation Association  
Comparative Income Statement  
Month Ending March 31, 2024**

	2023 <u>Actuals</u>	2023 <u>Budget</u>	% of <u>Budget</u>	2024 <u>Actuals</u>	2024 <u>Budget</u>	% of <u>Budget</u>
<b>Administration Revenues:</b>						
Peoria Taxes	\$0.00	\$427,000.00	0.00%	\$0.00	\$455,000.00	0.00%
Morton Reimbursement	\$0.00	\$130,700.00	0.00%	\$0.00	\$143,848.00	0.00%
Chillicothe Reimbursement	\$0.00	\$62,000.00	0.00%	\$0.00	\$68,000.00	0.00%
Washington Taxes	\$0.00	\$74,500.00	0.00%	\$0.00	\$80,460.00	0.00%
Cash Over/Short			-			-
VSI AR Over/Short	(\$799.10)	\$0.00	-	(\$2,397.59)	\$0.00	-
Class Fees	\$35,563.60	\$156,000.00	22.80%	\$45,471.40	\$190,912.00	23.82%
Inclusion Fees			-			-
Vending			-			-
Donations	\$400.00	\$30,000.00	1.33%	\$265.00	\$10,000.00	2.65%
Interest Income	\$0.00	\$0.00	-	\$0.00	\$3,000.00	0.00%
Reimbursement	\$282.00	\$0.00	-	\$500.00	\$1,500.00	33.33%
Grants	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$5,000.00</u>	<u>\$125,000.00</u>	4.00%
<b>Total Revenues:</b>	\$35,446.50	\$880,200.00	4.03%	\$48,838.81	\$1,077,720.00	4.53%
<b>Administration Expenditures:</b>						
Full Time Payroll	\$52,231.88	\$230,000.00	22.71%	\$61,455.94	\$235,093.00	26.14%
Part Time Payroll	\$36,495.21	\$165,000.00	22.12%	\$36,205.50	\$201,690.00	17.95%
Longevity	\$0.00	\$600.00	0.00%	\$0.00	\$725.00	0.00%
Wellness	\$0.00	\$800.00	0.00%	\$0.00	\$900.00	0.00%
Program Supplies	\$9,806.81	\$58,000.00	16.91%	\$4,375.09	\$75,500.00	5.79%
Postage	\$351.94	\$1,500.00	23.46%	\$0.00	\$1,500.00	0.00%
Gasoline	\$668.27	\$9,500.00	7.03%	\$390.53	\$9,500.00	4.11%
Office Supplies	\$918.18	\$7,500.00	12.24%	\$5,921.50	\$8,000.00	74.02%
Printing	\$1,023.24	\$2,500.00	40.93%	\$2,574.44	\$7,500.00	34.33%
Administrative Expense	\$15,303.66	\$68,629.00	22.30%	\$8,495.81	\$91,058.00	9.33%
Payroll Maintenance	\$0.00	\$9,000.00	0.00%	\$0.00	\$9,000.00	0.00%
Health & Dental	\$9,754.28	\$54,870.00	17.78%	\$15,766.77	\$77,663.00	20.30%
Contractual Services	\$9,159.59	\$32,989.00	27.77%	\$6,334.38	\$32,989.00	19.20%
Training & Conferences	\$7,424.65	\$10,250.00	72.44%	\$2,312.91	\$10,250.00	22.56%
Natural Gas	\$1,295.70	\$4,981.00	26.01%	\$1,239.32	\$4,000.00	30.98%
Electricity	\$0.00	\$7,200.00	0.00%	\$1,152.68	\$7,200.00	16.01%
Telephone	\$1,370.74	\$9,000.00	15.23%	\$2,201.37	\$9,000.00	24.46%
Water	\$185.34	\$3,241.50	5.72%	\$332.82	\$3,840.00	8.67%
Sewer	\$38.53	\$800.00	4.82%	\$86.74	\$426.00	20.36%
Service Contra	\$94.00	\$0.00	-	\$0.00	\$0.00	-
Insurance	\$0.00	\$10,550.00	0.00%	\$0.00	\$12,554.00	0.00%
Advertising	\$163.96	\$500.00	32.79%	\$0.00	\$1,000.00	0.00%
Attorney Fees	\$0.00	\$250.00	0.00%	\$5,467.50	\$1,000.00	546.75%
FICA	\$6,787.63	\$30,217.50	22.46%	\$3,558.11	\$33,414.00	10.65%
IMRF	\$596.71	\$1,800.00	33.15%	\$709.78	\$2,436.00	29.14%
Refunds	\$20.00	\$250.00	8.00%	\$0.00	\$2,000.00	0.00%
Scholarships	\$1,298.18	\$4,000.00	32.45%	\$629.40	\$3,500.00	17.98%
Capital Improvement	\$0.00	\$0.00	-	\$0.00	\$50,000.00	0.00%
Equipment	\$9,785.80	\$25,000.00	39.14%	\$270.86	\$99,900.00	0.27%
Equipment Repair	<u>\$4,864.13</u>	<u>\$6,000.00</u>	81.07%	<u>\$39,310.87</u>	<u>\$10,000.00</u>	393.11%
<b>Total Expenditures:</b>	\$169,638.43	\$754,928.00	22.47%	\$198,792.32	\$1,001,638.00	19.85%
<b>Focus Program Revenue:</b>						
Program Fee	\$0.00	\$0.00	-	\$2,283.00	\$0.00	-
Donations	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$1,331.00</u>	<u>\$0.00</u>	-
<b>Total Revenue:</b>	\$0.00	\$0.00	-	\$3,614.00	\$0.00	-
<b>Focus Program Expenditures:</b>						
Full Time Payroll	\$0.00	\$0.00	-	\$6,106.26	\$0.00	-
Program Supply	\$0.00	\$0.00	-	\$3,420.34	\$0.00	-
Administrative Expense	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$300.00</u>	<u>\$0.00</u>	-
<b>Total Expenditures:</b>	\$0.00	\$0.00	-	\$9,826.60	\$0.00	-
	2023 <u>Actuals</u>	2023 <u>Budget</u>	% of <u>Budget</u>	2024 <u>Actuals</u>	2024 <u>Budget</u>	% of <u>Budget</u>
<b>Camp Free to Be Revenues:</b>						
Camp Fees	\$59,185.00	\$100,000.00	59.19%	\$81,512.50	\$153,000.00	53.28%
VSI AR Over/Short	(\$44,451.70)	\$0.00	-	(\$45,732.30)	\$0.00	-
Donations	\$100.00	\$5,000.00	2.00%	\$0.00	\$100.00	0.00%
Grants	\$0.00	\$0.00	-	\$0.00	\$20,000.00	0.00%
Reimbursement	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$0.00</u>	<u>\$0.00</u>	-
<b>Total Revenues:</b>	\$14,833.30	\$105,000.00	14.13%	\$35,780.20	\$173,100.00	20.67%
<b>Camp Free to Be Expenditures:</b>						
Part Time Payroll	\$0.00	\$170,124.00	0.00%	\$0.00	\$234,554.00	0.00%
Program Supplies	\$0.00	\$18,000.00	0.00%	\$0.00	\$29,610.00	0.00%
Administrative Expense	\$0.00	\$20,934.00	0.00%	\$0.00	\$29,441.00	0.00%
FICA	\$0.00	\$13,014.00	0.00%	\$0.00	\$17,943.00	0.00%
Refunds	\$0.00	\$200.00	0.00%	(\$1,122.00)	\$300.00	-374.00%
Scholarships	<u>\$1,581.00</u>	<u>\$8,000.00</u>	19.76%	<u>\$11,138.60</u>	<u>\$12,000.00</u>	92.82%
<b>Total Expenditures:</b>	\$1,581.00	\$230,272.00	0.69%	\$10,016.60	\$323,848.00	3.09%
<b>Revenues:</b>						
Administration	\$35,446.50	\$880,200.00	4.03%	\$48,838.81	\$1,077,720.00	4.53%
Focus Program	\$0.00	\$0.00	-	\$3,614.00	\$0.00	-
Camp Free to Be	<u>\$14,833.30</u>	<u>\$105,000.00</u>	14.13%	<u>\$35,780.20</u>	<u>\$173,100.00</u>	20.67%
<b>Total Revenues</b>	\$50,279.80	\$985,200.00	5.10%	\$88,233.01	\$1,250,820.00	7.05%
<b>Expenditures:</b>						
Administration	\$169,638.43	\$754,928.00	22.47%	\$198,792.32	\$1,001,638.00	19.85%
Focus Program	\$0.00	\$0.00	-	\$9,826.60	\$0.00	-
Camp Free to Be	<u>\$1,581.00</u>	<u>\$230,272.00</u>	0.69%	<u>\$10,016.60</u>	<u>\$323,848.00</u>	3.09%
<b>Total Expenditures</b>	\$171,219.43	\$985,200.00	17.38%	\$218,635.52	\$1,325,486.00	16.49%

Memorial Reserves in PPD Foundation as of 12/31/2023: \$55,317  
 Memorial Reserves in PPD as of 12/31/2023: \$6,694  
 Undesignated Reserves as of 12/31/2023: \$608,438

Starting Vendor: 000001  
 Ending Vendor: ZYNN001

Starting Date: 3/1/2024  
 Ending Date: 3/31/2024

Report #: APD010

Peoria Park District

11-Apr-24 8:17 AM

### Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
<b>Distribution Type: Expense Distributions In Detail</b>								
<b>Account #: R-6-R81-5110-2101 HRT OF IL SRA - PROGRAM SUPPLI</b>								
3/14/2024	517897	KAE001	P4467816	220630	3/6/2024	0000110587	AP5944	97.38
		KAEB SANITARY SUPPLY				CUPS, BOTTLES OF PH CLEANER		
3/21/2024	518137	LOST001	P4254848	5655	3/5/2024	0000110713	AP5983	184.10
		LOST ART DESIGN & PRINT LT				B/A - HISRA AQUATICS SPECIAL OLYMPIC SHIRTS		
<b>Account #: R-6-R81-5110-2112 HRT OF IL SRA - GASOLINE</b>								
3/14/2024	517811	WEX001	P4419864FEB	60616288	3/4/2024	0000110732	AP5983	112.68
		SAM'S CLUB PAYMENTS				BEVERAGES		
<b>Account #: R-6-R81-5110-2121 HRT OF IL SRA - OFFICE SUPPLIE</b>								
3/14/2024	517924	GRE003	49746FEB24	95649664	3/6/2024	0000110615	AP5941	192.95
		RNJ DISTRIBUTION INC				FUEL 02/2024		
<b>Account #: R-6-R81-5110-2201 HRT OF IL SRA - PRINTING</b>								
3/14/2024	517980	005866	P4975968	363507	2/28/2024	0000110605	AP5945	340.07
		PIP PRINTING				HISRA BROCHURES		
<b>Account #: R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE</b>								
3/7/2024	517572	GFL001	170FEB24	P40000204666	2/20/2024	0000110452	AP5923	147.84
		GFL ENVIRONMENTAL SERVI				B/A-WASTE REMOVAL/RECYCLING SVCS 02/2024		
	517603	I3 BROAD	46840MAR24	3256617-1	2/1/2024	0000110462	AP5925	199.95
		I3 BROADBAND				MONTHLY INTERNET SERVICES - 03/2024		
	517663	TRIP002	P2454186FEB24	978578	3/1/2024	0000110502	AP5928	1,100.00
		TRIPLE JS JANITORIAL				B/A - MONTHLY JANITORIAL		
	517703	HARR001	P2595761FEB24	127025	2/9/2024	0000110457	AP5930	50.00
		HARRIS PEST CONTROL				B/A - MONTHLY PEST MAINTENANCE SERVICES - 02/2024		
<b>Account #: R-6-R81-5210-3100 HRT OF IL SRA - NATURAL GAS</b>								
3/7/2024	517560	CNE002	240600-071	3953467	2/7/2024	0000110447	AP5920	455.65
		CONSTELLATION NEW ENER				BG-11583 NATURAL GAS THERMS USED- JANUARY 2024		
3/28/2024	518283	001527	240600-149	65019-02/24	3/5/2024	0000110772	AP6008	205.65
		AMEREN ILLINOIS				GAS 2203065019 ACTUAL READ 02/01/24-03/01/24		
	518247	CNE002	240600-113	3984291	3/12/2024	0000110778	AP6006	247.79
		CONSTELLATION NEW ENER				BG-11583 NATURAL GAS THERMS USED FEBRUARY 2024		

**Payables Distributions to General Ledger**

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
3/14/2024	517801	ILLPOWER	ILLINOIS POWER MARKETING 240600-099	173162924021 2/26/2024	0000110584	ELECTRIC SVC GMCPPDP1000 01/19/24-02/18/24	AP5939	576.34
<b>Account #: R-6-R81-5210-3102 HRT OF IL SRA - TELEPHONE</b>								
3/7/2024	517653	009225	VERIZON WIRELESS-LEHIGH 240139-001	9957827604 2/28/2024	0000110505	CELL PHONES & MODEMS 02/2024	AP5926	374.75
	517654	009225	VERIZON WIRELESS-LEHIGH 240139-002	9957827605 2/28/2024	0000110505	HISRA IPADS 02/2024	AP5926	130.20
	517655	009225	VERIZON WIRELESS-LEHIGH 240139-003	9957827606 2/28/2024	0000110505	HISRA IPADS 02/2024	AP5926	1,071.29
<b>Account #: R-6-R81-5210-3103 HRT OF IL SRA - WATER</b>								
3/21/2024	518123	003003	ILLINOIS AMERICAN WATER 240600-112	30705-01/24X 3/5/2024	0000110706	WATER 1025- 210041530705 ACTUAL READ 01/05/24-02/02	AP5981	138.87
<b>Account #: R-6-R81-5210-3105 HRT OF IL SRA - SEWER</b>								
3/28/2024	518253	002704	GREATER PEORIA SANITARY 240600-119	0358.02-02/24 3/12/2024	0000110792	SEWER 1400358.02 11/29/23-02/28/24	AP6007	86.74
<b>Account #: R-6-R81-5210-3702 HRT OF IL SRA - ATTORNEY FEES</b>								
3/21/2024	518232	HASS001	HASSELBERG GREBE SNODGR <NONE>	89/87/2 3/21/2024	0000110755	ATTORNEY FEES FOR FEB 2024	AP6003	2,551.50
<b>Account #: R-6-R81-5510-6101 HRT OF IL SRA - EQUIPMENT</b>								
3/28/2024	518322	001294	CADY OIL COMPANY INC P4766892	104004 3/14/2024	0000110775	VEHICLE INSPECTION UNIT #173	AP6009	37.00
	518327	001294	CADY OIL COMPANY INC P4897847	104003 3/14/2024	0000110775	VEHICLE INSPECTION UNIT #172	AP6009	35.00
<b>Account #: R-6-R81-5510-6102 HRT OF IL SRA - EQUIPMENT REPA</b>								
3/7/2024	517671	005185	PEORIA CITY COUNTY LANDEFI P4295922	0042957-2002-5 2/16/2024	0000110482	WASTE REMOVAL SERVICES	AP5928	379.64
3/21/2024	518142	005185	PEORIA CITY COUNTY LANDEFI P4295922B1	0042999-2002-7 3/1/2024	0000110723	WASTE REMOVAL SERVICES	AP5983	357.81
3/28/2024	518437	003522	KREILING ROOFING CO P3521539	230205-1 3/25/2024	0000110808	B/A-CONSTRUCTION HISRA ROOF COATING	AP6012	35,178.88
<b>Section Total Expense :</b>								<b>44,286.93</b>

### Payables Distributions to General Ledger

Date	Vchr # Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
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Report Total : 44,286.93

-- End of Report --