

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

**Wednesday, May 21st, 2025
5:15 PM**

-AGENDA-

1. Roll Call
2. Introductions
3. Call for motion to permit trustees to attend meetings digitally
3. Approval of Minutes
 - a. Approval of the April 16th, 2025 Board Meeting Minutes
4. Review of Bills
 - a. April 2025
5. Financial Report
 - a. April 2025
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, APRIL 16TH, 2025 HELD AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA, IL 61615.

Meeting was called to order at 5:18 PM by Chairperson Tibbs.

BOARD MEMBERS PRESENT: Karen Burnett, Emily Cahill, Kris Goergen, Kevin Yates, Joel Dickerson, Brian Tibbs

BOARD MEMBERS ABSENT: Lorelei Cox, Robert Johnson

STAFF PRESENT: Karen Rodgers, Katie Van Cleve, Alicia Woodworth

PRESS PRESENT: None

OTHERS PRESENT: None

REVIEW OF MINUTES: The minutes of the March 2025 regular meeting were reviewed. Motion to approve was made by Trustee Yates and seconded by Trustee Cahill. Roll call vote.
Result: Ayes: 6; Nays: 0
Motion Approved

REVIEW OF BILLS: Summary of bills for March 2025 were reviewed. Motion to approve as presented was made by Trustee Goergen and seconded by Trustee Burnett. Roll call vote.
Result: Ayes: 6; Nays: 0
Motion Approved

FINANCIAL REPORT: Summary of the financial report for March 2025 were reviewed. Motion to approve as presented was made by Trustee Cahill and seconded by Trustee Yates. Roll call vote.
Result: Ayes: 6; Nays: 0

Motion Approved

DIRECTOR'S REPORT:

Program Updates:

Special Olympics Aquatics:

HISRA athletes participated in the Special Olympics Aquatics Sectionals held in Champaign on April 6th. Multiple athletes advanced to the state competition, showcasing outstanding performance and dedication.

FOCUS Adult Day Program:

Participants have been highly engaged in "Production Fridays," earning HISRA account credits that can be used toward future programs. They are preparing new merchandise for upcoming pop-up and craft fairs next month.

Additionally, FOCUS recently hosted Washington High School's transitional class, providing hands-on learning with the sublimation printer. Each student had the opportunity to create their own customized bag, combining creativity with vocational skill-building.

Inclusion Week Activities:

HISRA brought wheelchair basketball to Jefferson School in Morton, giving students the chance to experience adapted sports. The following day, Shelby Martin visited classrooms to lead disability awareness activities and continue the conversation about inclusion and accessibility.

Summer Preparation:

Staff are finalizing hiring for summer camp and inclusion positions.

All staff training materials have been uploaded to Paycom and distributed accordingly to ensure preparedness for the upcoming season.

Community Involvement:

A local Girl Scout troop volunteered to clean up Bicycle Safety Town in preparation for summer events, including Summer Daze and Bicycle Brews. Their effort and dedication were greatly appreciated and made a noticeable impact.

NEW BUSINESS: None

PENDING BUSINESS: None

CITIZEN'S REQUEST TO ADDRESS THE BOARD: None

CORRESPONDENCE: None

OTHER BUSINESS: None

ADJOURNMENT: A motion to adjourn was made by Trustee Yates and seconded by Trustee Cahill at 5:29PM. Roll call vote.
Result: Ayes: 6; Nays: 0
Motion Approved

Submitted by: _____
Karen Rodgers, Secretary

Starting Vendor: 000001
Ending Vendor: ZYNN001

Starting Date: 4/1/2025
Ending Date: 4/30/2025

Report #: APD010

Peoria Park District

12-May-25 2:47 PM

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										
4/3/2025	530181	005784	PETTY CASH	<NONE>	032025	4/3/2025	0000116483	REPLINISH PETTY CASH AP7707	53.58	
4/10/2025	530293	004035	MENARDS- PEORIA	P5264118B1	44923	3/27/2025	0000116699	BRACE, MOULDINGS	AP7724	70.93
	530468	SDI001	SPORTS DEPOT INC	<NONE>	04022025	4/10/2025	0000116649	TRACK & FIELD UNIFORMS	AP7729	505.63
4/17/2025	530585	HOM005	HD SUPPLY FORMERLY HOME	P5461778	858631377	4/4/2025	0000116799	PAPER TOWELS	AP7757	447.72
	530628	006633	SAM'S CLUB PAYMENTS	P5252311	61885766	3/25/2025	0000116833	2025 MEMBERSHIP FEES	AP7758	135.00
4/24/2025	530812	LOST001	LOST ART DESIGN & PRINT LT	P5811812	6368	4/9/2025	0000116955	B/A T-SHIRTS	AP7785	30.30
Account #: R-6-R81-5110-2109 HRT OF IL SRA - POSTAGE										
4/24/2025	530748	BOP001	BLOOMINGTON OFFSET PROC	P5244351	264220	4/9/2025	0000116929	HISRA BOOKLET SUMMER 2025, POSTAGE	AP7784	397.32
Account #: R-6-R81-5110-2112 HRT OF IL SRA - GASOLINE										
4/24/2025	530821	WEX001	SHELL-WEX BANK	58574MAR25	104045219	4/6/2025	0000116979	GASOLINE 03/2025	AP7786	355.74
Account #: R-6-R81-5110-2121 HRT OF IL SRA - OFFICE SUPPLIE										
4/3/2025	530066	GRE003	RNJS DISTRIBUTION INC	59746MAR	1784005	3/12/2025	0000116563	5 GALLON DRINKING WATER 03/2025	AP7703	55.35
4/24/2025	530822	GRE003	RNJS DISTRIBUTION INC	59746APR25	1793124	4/9/2025	0000116976	2025 BOTTLED WATER SERVICE - 04/2025	AP7786	48.05
Account #: R-6-R81-5110-2201 HRT OF IL SRA - PRINTING										
4/24/2025	530748	BOP001	BLOOMINGTON OFFSET PROC	P5244351	264220	4/9/2025	0000116929	HISRA BOOKLET SUMMER 2025, POSTAGE	AP7784	1,495.00
Account #: R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE										
4/17/2025	530556	I3 BROAD	I3 BROADBAND	56840APR25	4087828-1	3/1/2025	0000116805	2025 BROADBAND INTERNET - 04/2025	AP7757	199.95
	530559	HARR001	HARRIS PEST CONTROL	P2595761MAR25	132838	3/14/2025	0000116798	B/A - MONTHLY PEST CONTROL 03/2025	AP7757	50.00
	530619	TRIP002	TRIPLE JS JANITORIAL	P2454186MAR25	998595	4/1/2025	0000116845	B/A - JANITORIAL SERVICES 03/2025	AP7758	1,100.00
	530677	GFL001	GFL ENVIRONMENTAL SERVI	170MAR25	P40000301763	3/20/2025	0000116795	B/A-WASTE REMOVAL/RECYCLING SVCS 03/2025	AP7761	148.36
	530712	SCOTM001	SCOTT, MEGAN	<NONE>	0000001	4/17/2025	0000116766	GRANT DRAFTS AND PLANNING	AP7767	823.35
4/24/2025	530757	CEN010	CENTRAL STATES MARKETIN	P5441377	28051	4/1/2025	0000116933	HISRA SUMMER BROCHURE DESIGN	AP7784	1,425.00

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount		
4/24/2025	530921	000679	OSF OCCUPATIONAL HEALTH	<NONE>	00226898-00	4/24/2025	0000116902	MARCH 2025 OCC HEALTH	AP7788	36.00
Account #: R-6-R81-5210-3100 HRT OF IL SRA - NATURAL GAS										
4/10/2025	530254	001527	AMEREN ILLINOIS	241007-044	65019-02/25	3/4/2025	0000116665	GAS 2203065019 ACTUAL READ 02/01/25-03/01/25	AP7722	301.94
4/17/2025	530493	CNE002	CONSTELLATION NEW ENER	241007-056	4268591	3/20/2025	0000116786	BG-11583 NATURAL GAS THERMS USED-FEBRUARY 2025	AP7749	375.24
Account #: R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY										
4/24/2025	530723	ILLPOWER	ILLINOIS POWER MARKETING	241007-079	030000516799	4/1/2025	0000116950	ELECTRIC 400001714822 02/18/25--03/18/25	AP7779	704.58
Account #: R-6-R81-5210-3102 HRT OF IL SRA - TELEPHONE										
4/10/2025	530223	009225	VERIZON WIRELESS-LEHIGH	241006-001	6109687556	3/28/2025	0000116728	CELL PHONES & MODEMS 03/2025	AP7721	394.47
	530224	009225	VERIZON WIRELESS-LEHIGH	241006-002	6109687557	3/28/2025	0000116728	HISRA IPADS 03/2025	AP7721	130.20
	530225	009225	VERIZON WIRELESS-LEHIGH	241006-003	6109687558	3/28/2025	0000116728	HISRA IPADS 03/2025	AP7721	156.19
Account #: R-6-R81-5210-3103 HRT OF IL SRA - WATER										
4/10/2025	530196	003003	ILLINOIS AMERICAN WATER	241007-050	30705-02/25	4/1/2025	0000116688	WATER 1025-210041530705 ACTUAL READ 02/06/25-03/05	AP7719	177.09
	530198	003003	ILLINOIS AMERICAN WATER	241007-052	73189-03/25	3/4/2025	0000116688	WATER 1025-210045273189 FIRE SERVICE 02/28/25-03/2	AP7719	77.25
4/24/2025	530722	003003	ILLINOIS AMERICAN WATER	241007-082	73189-04/25	3/31/2025	0000116947	WATER 1025-210045273189 FIRE SVC 03/29/25-04/29/25	AP7780	77.30
Account #: R-6-R81-5210-3105 HRT OF IL SRA - SEWER										
4/10/2025	530218	002704	GREATER PEORIA SANITARY	241007-018	0358.02-02/25	3/11/2025	0000116680	SEWER 1400358.02 11/26/24-02/27/25	AP7720	70.72
Account #: R-6-R81-5510-6101 HRT OF IL SRA - EQUIPMENT										
4/3/2025	529966	001294	CADY OIL COMPANY INC	P5216175	112291	3/18/2025	0000116504	VEHICLE INSPECTIONS UNIT 170	AP7701	37.00
	529975	001294	CADY OIL COMPANY INC	P5283542	112307	3/18/2025	0000116504	VEHICLE INSPECTION UNIT 173	AP7701	37.00
	529993	001294	CADY OIL COMPANY INC	P5562173	112308	3/18/2025	0000116504	VEHICLE INSPECTION UNIT 31	AP7701	35.00
	529960	001294	CADY OIL COMPANY INC	P5175122	112290	3/18/2025	0000116504	VEHICLE INSPECTION UNIT 172	AP7701	35.00
Account #: R-6-R81-5510-6102 HRT OF IL SRA - EQUIPMENT REPA										
4/17/2025	530570	003746	LOWE'S HOME CENTERS INC	P5221323	999838	3/10/2025	0000116816	DRYWALL	AP7757	6.84
4/24/2025	530781	004035	MENARDS- PEORIA	P5164341	45733	4/9/2025	0000116960	STOP VALVES	AP7785	36.80

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
Account #: R-6-R82-5110-2101 FOCUS-PROGRAM SUPPLY								
4/3/2025	530181	005784	PETTY CASH	<NONE>	032025	4/3/2025	0000116483	REPLINISH PETTY CASH AP7707 28.54
4/17/2025	530714	THECK001	THE COOKERY	<NONE>	8137	4/17/2025	0000116767	COOKING CLASSES FOR FOCUS AP7767 1,300.00
Section Total Expense :								11,358.44

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
							Report Total :	11,358.44

-- End of Report --

Heart of Illinois Special Recreation Association
Comparative Income Statement
Month Ending April 30, 2025

	<u>2024</u> <u>Actuals</u>	<u>2024</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>	<u>2025</u> <u>Actuals</u>	<u>2025</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
Administration Revenues:						
Peoria Taxes	\$0.00	\$455,000.00	0.00%	\$0.00	\$485,500.00	0.00%
Morton Reimbursement	\$0.00	\$143,848.00	0.00%	\$0.00	\$157,000.00	0.00%
Chillicothe Reimbursement	\$0.00	\$68,000.00	0.00%	\$0.00	\$71,000.00	0.00%
Washington Taxes	\$0.00	\$80,460.00	0.00%	\$0.00	\$81,711.00	0.00%
Cash Over/Short	\$0.00	-	-	\$0.40	-	-
VSI AR Over/Short	(\$3,449.89)	\$0.00	-	(\$2,009.30)	\$0.00	-
Class Fees	\$30,304.40	\$190,912.00	15.87%	\$39,260.90	\$60,000.00	65.43%
Inclusion Fees		-	-		-	-
Vending		-	-		-	-
Donations	\$265.00	\$10,000.00	2.65%	\$6,998.56	\$10,000.00	69.99%
Interest Income	\$4,086.12	\$3,000.00	136.20%	\$1,674.68	\$15,000.00	11.16%
Reimbursement	\$500.00	\$1,500.00	33.33%	\$7,336.84	\$0.00	-
Grants	<u>\$5,000.00</u>	<u>\$125,000.00</u>	4.00%	<u>\$0.00</u>	<u>\$10,000.00</u>	0.00%
Total Revenues:	\$36,705.63	\$1,077,720.00	3.41%	\$53,262.08	\$890,211.00	5.98%

Administration Expenditures:

Full Time Payroll	\$83,822.85	\$235,093.00	35.66%	\$75,341.79	\$245,609.00	30.68%
Part Time Payroll	\$48,340.83	\$201,690.00	23.97%	\$37,586.72	\$120,586.00	31.17%
Longevity	\$0.00	\$725.00	0.00%	\$0.00	\$725.00	0.00%
Wellness	\$0.00	\$900.00	0.00%	\$0.00	\$900.00	0.00%
Program Supplies	\$7,136.22	\$75,500.00	9.45%	\$19,283.34	\$42,220.00	45.67%
Postage	\$342.35	\$1,500.00	22.82%	\$949.87	\$2,500.00	37.99%
Gasoline	\$736.76	\$9,500.00	7.76%	\$1,077.59	\$9,500.00	11.34%
Office Supplies	\$6,299.92	\$8,000.00	78.75%	\$3,694.48	\$12,000.00	30.79%
Printing	\$2,574.44	\$7,500.00	34.33%	\$3,140.21	\$8,500.00	36.94%
Special Olympi						
Administrative Expense	\$19,376.54	\$91,058.00	21.28%	\$21,005.48	\$84,910.00	24.74%
Payroll Maintenance	\$3,457.62	\$9,000.00	38.42%	\$2,200.99	\$17,000.00	12.95%
Health & Dental	\$21,022.36	\$77,663.00	27.07%	\$24,554.36	\$63,417.00	38.72%
Contractual Services	\$8,665.91	\$32,989.00	26.27%	\$11,219.91	\$35,000.00	32.06%
Training & Conferences	\$2,456.91	\$10,250.00	23.97%	\$7,255.74	\$16,000.00	45.35%
Natural Gas	\$1,456.38	\$4,000.00	36.41%	\$1,511.40	\$5,857.00	25.81%
Electricity	\$1,729.02	\$7,200.00	24.01%	\$2,278.99	\$7,206.00	31.63%
Telephone	\$2,862.51	\$9,000.00	31.81%	\$2,042.86	\$12,500.00	16.34%
Water	\$531.99	\$3,840.00	13.85%	\$661.04	\$4,000.00	16.53%
Sewer	\$86.74	\$426.00	20.36%	\$70.72	\$630.00	11.23%
Insurance	\$0.00	\$12,554.00	0.00%	\$0.00	\$12,636.00	0.00%
Advertising	\$0.00	\$1,000.00	0.00%	\$0.00	\$250.00	0.00%
Attorney Fees	\$7,087.50	\$1,000.00	708.75%	\$0.00	\$5,000.00	0.00%
FICA	\$7,469.28	\$33,414.00	22.35%	\$6,331.47	\$28,014.00	22.60%
IMRF	\$943.24	\$2,436.00	38.72%	\$2,029.69	\$3,954.00	51.33%
Refunds	\$0.00	\$2,000.00	0.00%	\$0.00	\$100.00	0.00%
Scholarships	\$2,108.90	\$3,500.00	60.25%	\$3,712.10	\$5,000.00	74.24%
Capital Improvement	\$0.00	\$50,000.00	0.00%	\$6,184.85	\$150,000.00	4.12%
Equipment	\$5,821.09	\$99,900.00	5.83%	\$476.99	\$25,000.00	1.91%
Equipment Repair	<u>\$39,653.84</u>	<u>\$10,000.00</u>	396.54%	<u>\$69,632.42</u>	<u>\$15,000.00</u>	464.22%
Total Expenditures:	\$273,983.20	\$1,001,638.00	27.35%	\$302,243.01	\$934,014.00	32.36%

Focus Program Revenue:

VSI AR Over/Short	(\$495.00)	\$0.00	-	\$3,780.00	\$0.00	-
Program Fee	\$37,764.00	\$0.00	-	\$41,651.00	\$129,780.00	32.09%
Merchandise	\$0.00	\$0.00	-	\$986.70	\$1,600.00	61.67%
Non-Tax Merch/Consign	\$308.00	\$0.00	-	\$7.00	\$1,200.00	0.58%
Donations	\$1,356.00	\$0.00	-	\$5,700.40	\$3,500.00	162.87%
Grants	<u>\$0.00</u>	<u>\$0.00</u>	-	<u>\$15,809.12</u>	<u>\$181,250.00</u>	8.72%
Total Revenue:	\$38,933.00	\$0.00	-	\$67,934.22	\$317,330.00	21.41%

Focus Program Expenditures:

Full Time Payroll	\$0.00	\$0.00	-	\$17,682.18	\$64,600.00	27.37%
Part Time Payroll	\$10,913.01	\$0.00	-	\$31,975.70	\$160,182.00	19.96%

Wellness	\$0.00		\$0.00	\$225.00	
Program Supply	\$5,861.23	\$0.00 -	\$10,116.64	\$22,500.00	44.96%
Mileage	\$0.00	\$0.00 -	\$0.00	\$2,500.00	0.00%
Printing	\$0.00		\$558.00	\$0.00	
Administrative Expense	\$999.37	\$0.00 -	\$4,777.97	\$31,765.00	15.04%
Health & Dental	\$0.00	\$0.00 -	\$1,498.80	\$3,505.00	42.76%
Contractual Services	\$600.00	\$0.00 -	\$631.39	\$20,625.00	3.06%
FICA	\$467.13	\$0.00 -	\$2,779.19	\$17,196.00	16.16%
IMRF	\$0.00	\$0.00 -	\$329.94	\$3,618.00	9.12%
Sales Tax	\$0.00	\$0.00 -	\$502.50	\$0.00 -	
Promotions	\$0.00		\$10.00	\$200.00	
Scholarships	\$0.00	\$0.00 -	\$0.00	\$15,002.00	0.00%
Equipment	<u>\$0.00</u>	<u>\$0.00</u> -	<u>\$0.00</u>	<u>\$7,500.00</u>	0.00%
Total Expenditures:	\$18,840.74	\$0.00 -	\$70,862.31	\$349,418.00	20.28%

	2024 Actuals	2024 Budget	% of Budget	2025 Actuals	2025 Budget	% of Budget
Camp Free to Be Revenues:						
Camp Fees	\$85,735.00	\$153,000.00	56.04%	\$100,897.60	\$187,016.00	53.95%
Cash Over & Short						
VSI AR Over/Short	(\$47,144.77)	\$0.00	-	(\$54,629.95)	\$0.00	-
Merchandise Sales	\$1,000.00		-	\$0.00		-
Donations	\$475.00	\$100.00	475.00%	\$1,000.00	\$7,500.00	13.33%
Grants	\$0.00	\$20,000.00	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:	\$40,065.23	\$173,100.00	23.15%	\$47,267.65	\$194,516.00	24.30%

Camp Free to Be Expenditures:						
Part Time Payroll	\$0.00	\$234,554.00	0.00%	\$1,579.88	\$238,300.00	0.66%
Program Supplies	\$357.00	\$29,610.00	1.21%	\$0.00	\$9,750.00	0.00%
Office Supplies						-
Administrative Expense	(\$112.20)	\$29,441.00	-0.38%	\$117.47	\$27,778.00	0.42%
Contractual Services	\$0.00			\$194.15		-
FICA	\$0.00	\$17,943.00	0.00%	\$83.48	\$18,230.00	0.46%
Refunds	(\$1,122.00)	\$300.00	-374.00%	\$0.00	\$500.00	0.00%
Scholarships	<u>\$11,229.08</u>	<u>\$12,000.00</u>	93.58%	<u>\$11,705.00</u>	<u>\$11,000.00</u>	106.41%
Total Expenditures:	\$10,351.88	\$323,848.00	3.20%	\$13,679.98	\$305,558.00	4.48%

Revenues:						
Administration	\$36,705.63	\$1,077,720.00	3.41%	\$53,262.08	\$890,211.00	5.98%
Focus Program	\$38,933.00	\$0.00 -		\$67,934.22	\$317,330.00	21.41%
Camp Free to Be	<u>\$40,065.23</u>	<u>\$173,100.00</u>	23.15%	<u>\$47,267.65</u>	<u>\$194,516.00</u>	24.30%
Total Revenues	\$115,703.86	\$1,250,820.00	9.25%	\$168,463.95	\$1,402,057.00	12.02%

Expenditures:						
Administration	\$273,983.20	\$1,001,638.00	27.35%	\$302,243.01	\$934,014.00	32.36%
Focus Program	\$18,840.74	\$0.00	-	\$70,862.31	\$349,418.00	20.28%
Camp Free to Be	<u>\$10,351.88</u>	<u>\$323,848.00</u>	3.20%	<u>\$13,679.98</u>	<u>\$305,558.00</u>	4.48%
Total Expenditures	\$303,175.82	\$1,325,486.00	22.87%	\$386,785.30	\$1,588,990.00	24.34%

Memorial Reserves in PPD Foundation as of 12/31/2023: \$55,982
Memorial Reserves in PPD as of 12/31/2023: \$6,695
Undesignated Reserves as of 12/31/2023: \$543,733