

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

**Wednesday, September 17th, 2025
5:15 PM**

-AGENDA-

1. Roll Call
2. Introductions
3. Approval of Minutes
 - a. Approval of the August 20th, 2025 Board Meeting Minutes
4. Review of Bills
 - a. August 2025
5. Financial Report
 - a. August 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, AUGUST 20TH, 2025 HELD AT THE HEART OF ILLINOIS SPECIAL RECREATION ASSOCIATION OFFICE, 8727 NORTH PIONEER ROAD, PEORIA, IL 61615.

Meeting was called to order at 5:16 PM by Chairperson Tibbs.

BOARD MEMBERS PRESENT: Karen Burnett, Emily Cahill, Kim Hess, Steve Montez, Kevin Yates, Joel Dickerson, Brian Tibbs

BOARD MEMBERS ABSENT: Kris Goergen

STAFF PRESENT: Katie Van Cleve, Shelby Martin

PRESS PRESENT: None

OTHERS PRESENT: None

INTRODUCTIONS: Steve Montez, Peoria Representative, was introduced at the beginning of the meeting to Kim Hess, Washington Representative.

REVIEW OF MINUTES: The minutes of the July 2025 regular meeting were reviewed. Motion to approve was made by Trustee Cahill and seconded by Trustee Dickerson. Roll call vote.
Result: Ayes: 7; Nays: 0
Motion Approved

REVIEW OF BILLS: Summary of bills for July 2025 were reviewed. Motion to approve as presented was made by Trustee Yates and seconded by Trustee Burnett. Roll call vote.
Result: Ayes: 7; Nays: 0
Motion Approved

FINANCIAL REPORT:

Summary of the financial report for July 2025 were reviewed.

Motion to approve as presented was made by Trustee Dickerson and seconded by Trustee Montez. Roll call vote.

Result: Ayes: 7; Nays: 0

Motion Approved

DIRECTOR'S REPORT:**Staff Impact**

Summer staff represented a wide range of career paths and left with new skills and perspectives in empathy, adaptability, and advocacy that will serve them beyond HISRA.

Bicycle Brews

Concluded a strong season with steady sales and community support, raising funds that go directly back into sustaining and growing the program while providing participants with hands-on vocational experience.

Field Day 2025

Hosted at Dunlap High School's football stadium with generous volunteer support from students and staff, creating a memorable day of activities, crafts, and inclusive fun for every camper.

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 Hess at
5:28PM. Roll call vote.

Result: Ayes: 7; Nays: 0

Motion Approved

Submitted by: _____
Karen Rodgers, Secretary

Starting Vendor: 000001
Ending Vendor: ZYNN001

Starting Date: 8/1/2025
Ending Date: 8/31/2025

Report #: APD010

Peoria Park District

10-Sep-25 3:04 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								
8/7/2025	534985	MARMIC1	MARMIC FIRE AND SAFETY C	P5222783	D364299	7/24/2025	0000119038	VEHICLE BRACKETS	AP8296	300.00
8/14/2025	535338	000996	BREWERS DISTRIBUTING CO	P5368371	25S-000164	7/30/2025	0000119128	SIGNS, BANNERS, GROMMETS	AP8334	418.13
	535402	BTLLC001	BREAK THE TAPE, LLC	<NONE>	HISRA0617	8/14/2025	0000119081	STEAMBOAT SPONSORSHIP DIRECTED DONATION	AP8347	1,500.00
8/28/2025	535807	007383	SHERWIN WILLIAMS	P5868583	3267-7	8/13/2025	0000119402	ATHLETIC MARKING PAINTS	AP8390	62.05
	535829	005784	PETTY CASH	<NONE>	08282025	8/28/2025	0000119329	PETTY CASH FOR HISRA	AP8392	233.73
Account #:		R-6-R81-5110-2112 HRT OF IL SRA - GASOLINE								
8/14/2025	535170	WEX001	SHELL-WEX BANK	58574JUL	106590929	8/6/2025	0000119201	GASOLINE - 07/2025	AP8331	806.74
Account #:		R-6-R81-5110-2121 HRT OF IL SRA - OFFICE SUPPLIE								
8/14/2025	535208	005673	PTC SELECT	P5452776	274257	7/31/2025	0000119191	TONERS	AP8331	1,710.00
	535238	GRE003	RNJS DISTRIBUTION INC	<NONE>	1825841	7/22/2025	0000119196	CREDIT FOR PO# 59746JUL25B	AP8331	(13.25)
	535172	GRE003	RNJS DISTRIBUTION INC	59746AUG25	1829727	8/4/2025	0000119196	MONTHLY BOTTLED WATER SERVICE - 08/2025	AP8331	23.25
8/21/2025	535645	005784	PETTY CASH	<NONE>	082025	8/21/2025	0000119231	REIMBURSE PETTY CASH FOR HISRA	AP8371	30.80
Account #:		R-6-R81-5210-2205 HRT OF IL SRA - CONTRACTUAL SE								
8/7/2025	534950	CEN010	CENTRAL STATES MARKETIN	P5442555	28706	7/15/2025	0000119003	HISRA SEASONAL PROGRAM BROCHURES	AP8295	1,425.00
8/14/2025	535176	TRIP002	TRIPLE JS JANITORIAL	P2454186JUL25	988507	8/4/2025	0000119208	B/A - JANITORIAL SERVICES - 07/2025	AP8331	1,100.00
	535221	TRIP002	TRIPLE JS JANITORIAL	P5635577JUL25	988508	8/4/2025	0000119208	JANITORIAL SERVICES - 07/2025	AP8331	800.00
8/21/2025	535508	HARR001	HARRIS PEST CONTROL	P2595761JUL25	134788	7/11/2025	0000119267	B/A- MONTHLY PEST SERVICES - 07/2025	AP8368	50.00
8/28/2025	535662	GFL001	GFL ENVIRONMENTAL SERVI	170JUL25	P40000332891	7/18/2025	0000119362	B/A-WASTE REMOVAL/RECYCLING SVCS 07/2025	AP8381	151.90
Account #:		R-6-R81-5210-3101 HRT OF IL SRA - ELECTRICITY								
8/28/2025	535669	ILLPOWER	ILLINOIS POWER MARKETING	241007-459	030000580398	7/26/2025	0000119376	ELECTRIC 400001714822 06/17/25-07/19/25	AP8384	1,551.43

Account #: R-6-R81-5210-3102 HRT OF IL SRA - TELEPHONE

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount		
8/14/2025	535161	009225	VERIZON WIRELESS-LEHIGH	239651-002	6119716009	7/28/2025	0000119211	HISRA IPADS 07/2025	AP8325	226.80
	535162	009225	VERIZON WIRELESS-LEHIGH	239651-003	6119716010	7/28/2025	0000119211	HISRA IPADS 07/2025	AP8325	210.14
	535160	009225	VERIZON WIRELESS-LEHIGH	239651-001	6119716008	7/28/2025	0000119211	CELL PHONES & MODEMS 07/2025	AP8325	381.16
Account #: R-6-R81-5210-3103 HRT OF IL SRA - WATER										
8/7/2025	534928	003003	ILLINOIS AMERICAN WATER	241007-420	30705-06/25	8/1/2025	0000119028	WATER 1025-210041530705 ACTUAL READ 06/04/25-07/03	AP8293	590.96
	534929	003003	ILLINOIS AMERICAN WATER	241007-421	73189-07/25X	7/31/2025	0000119028	WATER 1025-210045273189 FIRE SVC 07/09/25-08/07/25	AP8293	79.44
Account #: R-6-R81-5510-3501 HRT OF IL SRA - CAPITAL IMPROV										
8/28/2025	535728	005359	JOURNAL STAR	P5766223	0007242234X	7/31/2025	0000119379	LEGAL COLUMN HISRA PARKING LOT	AP8388	122.00
Account #: R-6-R81-5510-6102 HRT OF IL SRA - EQUIPMENT REPA										
8/7/2025	535033	004035	MENARDS- PEORIA	P5668718	52676	7/21/2025	0000119041	EXIT SIGN	AP8296	114.99
8/28/2025	535755	004035	MENARDS- PEORIA	P5245121	54476	8/15/2025	0000119385	BATH FAN, TAPE, WALL GRILLE	AP8390	97.97
	535757	004035	MENARDS- PEORIA	P5255431	54381	8/14/2025	0000119385	LED LIGHT STRIPS	AP8390	150.00
	535746	004035	MENARDS- PEORIA	P5151537	54157	8/11/2025	0000119385	PVC BOX, CABLE TIES, OUTLETS, METAL CLAD CABLE, OU	AP8390	123.54
	535784	004035	MENARDS- PEORIA	P5564263	54370	8/14/2025	0000119385	LED LIGHT STRIPS	AP8390	150.00
Account #: R-6-R82-5110-2101 FOCUS-PROGRAM SUPPLY										
8/21/2025	535645	005784	PETTY CASH	<NONE>	082025	8/21/2025	0000119231	REIMBURSE PETTY CASH FOR HISRA	AP8371	17.94
8/28/2025	535829	005784	PETTY CASH	<NONE>	08282025	8/28/2025	0000119329	PETTY CASH FOR HISRA	AP8392	489.42
Account #: R-6-R82-5210-2205 FOCUS-CONTRACT SERVICE										
8/7/2025	535134	HMT001	HARMONIUM MUSIC THERAP	<NONE>	2	8/7/2025	0000118975	MUSIC THERAPY	AP8302	240.00
8/28/2025	535835	HMT001	HARMONIUM MUSIC THERAP	<NONE>	3	8/28/2025	0000119322	MUSIC THERAPY FOR FOCUS GROUP, HISRA	AP8392	1,080.00
Account #: R-6-R83-5110-2101 CAMP FTB - PROGRAM SUPPLIES										
8/14/2025	535180	006633	SAM'S CLUB PAYMENTS	P5125774	008104	7/24/2025	0000119199	GIFT CARDS, CLEANING SUPPLIES	AP8331	474.84
8/21/2025	535645	005784	PETTY CASH	<NONE>	082025	8/21/2025	0000119231	REIMBURSE PETTY CASH FOR HISRA	AP8371	537.36
Account #: R-6-R83-5210-2205 CAMP FTB - CONTRACT SERVICES										
8/7/2025	535134	HMT001	HARMONIUM MUSIC THERAP	<NONE>	2	8/7/2025	0000118975	MUSIC THERAPY	AP8302	1,980.00
Section Total Expense :										17,216.34

Payables Distributions to General Ledger

Date	Vchr #	Vendor #/Name	PO #	Invoice #/Date	Check #	Reference	Jrnl #	Amount
							Report Total :	17,216.34

-- End of Report --

Heart of Illinois Special Recreation Association
Comparative Income Statement
Month Ending August 31, 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	\$254,108.37	\$455,000.00	55.85%	\$268,255.00	\$485,500.00	55.25%
Morton Reimbursement	\$71,924.00	\$143,848.00	50.00%	\$78,500.00	\$157,000.00	50.00%
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	\$0.00	-	(\$1.60)	\$0.00	-
VSI AR Over/Short	(\$3,608.59)	\$0.00	-	(\$2,541.90)	\$0.00	-
Class Fees	\$47,786.10	\$190,912.00	25.03%	\$60,421.90	\$60,000.00	100.70%
Inclusion Fees			-			-
Vending			-			-
Donations	\$2,724.61	\$10,000.00	27.25%	\$18,474.56	\$10,000.00	184.75%
Memorial Donations	\$0.00			\$75.00		
Interest Income	\$7,363.70	\$3,000.00	245.46%	\$3,838.97	\$15,000.00	25.59%
Reimbursement	\$1,603.64	\$1,500.00	106.91%	\$10,611.84	\$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:	\$386,901.83	\$1,077,720.00	35.90%	\$437,633.77	\$890,211.00	49.16%
Administration Expenditures:						
Full Time Payroll	\$182,939.82	\$235,093.00	77.82%	\$153,590.49	\$245,609.00	62.53%
Part Time Payroll	\$106,211.12	\$201,690.00	52.66%	\$89,189.49	\$120,586.00	73.96%
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	\$26,371.64	\$75,500.00	34.93%	\$62,167.18	\$42,220.00	147.25%
Postage	\$684.70	\$1,500.00	45.65%	\$1,065.30	\$2,500.00	42.61%
Gasoline	\$3,922.89	\$9,500.00	41.29%	\$3,756.75	\$9,500.00	39.54%
Office Supplies	\$10,613.14	\$8,000.00	132.66%	\$8,127.42	\$12,000.00	67.73%
Printing	\$6,149.91	\$7,500.00	82.00%	\$3,561.02	\$8,500.00	41.89%
Special Olympi						
Administrative Expense	\$51,862.60	\$91,058.00	56.96%	\$45,564.32	\$84,910.00	53.66%
Payroll Maintenance	\$10,016.92	\$9,000.00	111.30%	\$5,070.51	\$17,000.00	29.83%
Health & Dental	\$42,045.54	\$77,663.00	54.14%	\$48,369.86	\$63,417.00	76.27%
Contractual Services	\$23,847.05	\$32,989.00	72.29%	\$25,037.78	\$35,000.00	71.54%
Training & Conferences	\$10,238.39	\$10,250.00	99.89%	\$11,380.58	\$16,000.00	71.13%
Natural Gas	\$1,999.47	\$4,000.00	49.99%	\$2,450.30	\$5,857.00	41.84%
Electricity	\$2,882.99	\$7,200.00	40.04%	\$5,956.95	\$7,206.00	82.67%
Telephone	\$5,716.99	\$9,000.00	63.52%	\$5,007.37	\$12,500.00	40.06%
Water	\$1,648.38	\$3,840.00	42.93%	\$2,360.73	\$4,000.00	59.02%
Sewer	\$215.36	\$426.00	50.55%	\$171.51	\$630.00	27.22%
Insurance	\$6,017.94	\$12,554.00	47.94%	\$7,419.54	\$12,636.00	58.72%
Advertising	\$194.13	\$1,000.00	19.41%	\$0.00	\$250.00	0.00%
Attorney Fees	\$9,166.50	\$1,000.00	916.65%	\$0.00	\$5,000.00	0.00%
FICA	\$17,921.58	\$33,414.00	53.63%	\$14,990.52	\$28,014.00	53.51%
IMRF	\$2,029.73	\$2,436.00	83.32%	\$4,481.94	\$3,954.00	113.35%
Refunds	\$466.10	\$2,000.00	23.31%	\$0.00	\$100.00	0.00%
Scholarships	\$4,592.70	\$3,500.00	131.22%	\$3,963.10	\$5,000.00	79.26%
Capital Improvement	\$0.00	\$50,000.00	0.00%	\$30,513.01	\$150,000.00	20.34%
Equipment	\$19,000.90	\$99,900.00	19.02%	\$2,404.43	\$25,000.00	9.62%
Equipment Repair	<u>\$113,869.91</u>	<u>\$10,000.00</u>	1138.70%	<u>\$72,988.52</u>	<u>\$15,000.00</u>	486.59%
Total Expenditures:	\$660,626.40	\$1,001,638.00	65.95%	\$609,588.62	\$934,014.00	65.27%
Focus Program Revenue:						
VSI AR Over/Short	(\$648.00)	\$0.00	-	\$5,782.50	\$0.00	-
Program Fee	\$70,794.75	\$0.00	-	\$73,900.75	\$129,780.00	56.94%
Merchandise	\$876.00	\$0.00	-	\$2,000.90	\$1,600.00	125.06%
Non-Tax Merch/Consign	\$660.70	\$0.00	-	\$7.00	\$1,200.00	0.58%
Donations	\$2,554.00	\$0.00	-	\$5,715.40	\$3,500.00	163.30%
Grants	<u>\$43,380.56</u>	<u>\$0.00</u>	-	<u>\$64,826.05</u>	<u>\$181,250.00</u>	35.77%
Total Revenue:	\$117,618.01	\$0.00	-	\$152,232.60	\$317,330.00	47.97%
Focus Program Expenditures:						
Full Time Payroll	\$0.00	\$0.00	-	\$41,045.12	\$64,600.00	63.54%

Part Time Payroll	\$36,690.19	\$0.00 -	\$72,071.78	\$160,182.00	44.99%
Wellness	\$0.00		\$0.00	\$225.00	
Program Supply	\$17,174.99	\$0.00 -	\$24,326.16	\$22,500.00	108.12%
Mileage	\$0.00	\$0.00 -	\$0.00	\$2,500.00	0.00%
Printing	\$0.00		\$558.00	\$0.00	
Administrative Expense	\$4,176.45	\$0.00 -	\$12,865.20	\$31,765.00	40.50%
Health & Dental	\$0.00	\$0.00 -	\$2,998.54	\$3,505.00	85.55%
Contractual Services	\$1,498.21	\$0.00 -	\$3,005.35	\$20,625.00	14.57%
FICA	\$2,087.99	\$0.00 -	\$7,062.65	\$17,196.00	41.07%
IMRF	\$0.00	\$0.00 -	\$704.04	\$3,618.00	19.46%
Promotion	\$0.00	\$0.00 -	\$585.00	\$0.00 -	
Sales Tax	\$71.00	\$0.00 -	\$116.00	\$200.00	58.00%
Scholarships	\$1,080.50	\$0.00 -	\$0.00	\$15,002.00	0.00%
Equipment	<u>\$0.00</u>	<u>\$0.00</u> -	<u>\$2,251.69</u>	<u>\$7,500.00</u>	30.02%
Total Expenditures:	\$62,779.33	\$0.00 -	\$167,589.53	\$349,418.00	47.96%

	2024 Actuals	2024 Budget	% of Budget	2025 Actuals	2025 Budget	% of Budget
Camp Free to Be Revenues:						
Camp Fees	\$97,812.40	\$153,000.00	63.93%	\$122,441.36	\$187,016.00	65.47%
Cash Over & Short		\$0.00	-		\$0.00	-
VSI AR Over/Short	(\$1,042.20)	\$0.00	-	(\$197.00)	\$0.00	-
Merchandise Sales		\$0.00	-		\$0.00	-
Donations	\$4,966.40	\$100.00	4966.40%	\$3,774.91	\$7,500.00	50.33%
Grants	\$0.00	\$20,000.00	0.00%	\$0.00	\$0.00	-
Reimbursement		<u>\$0.00</u>	-		<u>\$0.00</u>	-
Total Revenues:	\$101,736.60	\$173,100.00	58.77%	\$126,019.27	\$194,516.00	64.79%

Camp Free to Be Expenditures:						
Part Time Payroll	\$207,874.19	\$234,554.00	88.63%	\$226,998.89	\$238,300.00	95.26%
Program Supplies	\$19,694.16	\$29,610.00	66.51%	\$10,409.46	\$9,750.00	106.76%
Office Supplies		\$0.00	-		\$0.00	-
Administrative Expense	\$18,566.19	\$29,441.00	63.06%	\$19,779.61	\$27,778.00	71.21%
Contractual Services	\$123.65	\$0.00	-	\$4,960.29		-
FICA	\$12,063.87	\$17,943.00	67.23%	\$13,199.06	\$18,230.00	72.40%
Refunds	\$571.40	\$300.00	190.47%	\$1,925.36	\$500.00	385.07%
Scholarships	<u>\$9,335.48</u>	<u>\$12,000.00</u>	77.80%	<u>\$12,689.00</u>	<u>\$11,000.00</u>	115.35%
Total Expenditures:	\$268,228.94	\$323,848.00	82.83%	\$289,961.67	\$305,558.00	94.90%

Revenues:						
Administration	\$386,901.83	\$1,077,720.00	35.90%	\$437,633.77	\$890,211.00	49.16%
Focus Program	\$117,618.01	\$0.00 -		\$152,232.60	\$317,330.00	47.97%
Camp Free to Be	<u>\$101,736.60</u>	<u>\$173,100.00</u>	58.77%	<u>\$126,019.27</u>	<u>\$194,516.00</u>	64.79%
Total Revenues	\$606,256.44	\$1,250,820.00	48.47%	\$715,885.64	\$1,402,057.00	51.06%

Expenditures:						
Administration	\$660,626.40	\$1,001,638.00	65.95%	\$609,588.62	\$934,014.00	65.27%
Focus Program	\$62,779.33	\$0.00	-	\$167,589.53	\$349,418.00	47.96%
Camp Free to Be	<u>\$268,228.94</u>	<u>\$323,848.00</u>	82.83%	<u>\$289,961.67</u>	<u>\$305,558.00</u>	94.90%
Total Expenditures	\$991,634.67	\$1,325,486.00	74.81%	\$1,067,139.82	\$1,588,990.00	67.16%

Memorial Reserves in PPD Foundation as of 12/31/2024: \$56,472
Memorial Reserves in PPD as of 12/31/2024: \$7,302
Undesignated Reserves as of 12/31/2024: \$369,115