



We exist to provide outstanding opportunities through recreation for children and adults with disabilities.

January 21, 2026
10:30 a.m. Regular Meeting
Park Central Board Room
3000 W. Central Road
Rolling Meadows, IL

AGENDA

- I. Call to Order
 - A. Roll Call
- II. Introduction of Guests
- III. Approval of Agenda
- IV. Public Comment
- V. **Approval of Consent Agenda | Pages 3-19**
Motion to approve Consent Agenda items A through C.
 - A. December 11, 2025 Minutes
 - B. NWSRA Financial Reports
 - 1. December 2025
 - a. Income Statement
 - b. Monthly Account Snapshot
 - c. Warrant \$497,793.31
 - C. ADA Compliance Projects
 - 1. Streamwood Park District
 - a. **Park Place Family Recreation Center Elevator | \$39,761.15**
- VI. Correspondence
 - A. Written
 - B. Oral
- VII. **Staff Reports | Pages 20-34**
 - A. Programs & Services
 - 1. Year End Program & Participation Statistics
 - B. Human Resources

- C. Financial
 - 1. Fourth Quarter Finance Report
- D. Communication & Technology
- E. Foundation
- F. Director

VIII. **Old Business | Pages 35-38**

- A. Day Camp Transportation Bid
 - Motion to approve the Day Camp Transportation Bid of \$141,712.16 from Grand Prairie Transit.*
 - 1. Summary of Day Camp Transportation Bid
- B. Buffalo Grove Media Lab Open House

IX. **New Business | Pages 39-50**

- A. Year in Review
- B. Review of 2025 Agency Goals
 - 1. 2025 Agency Goals
- C. Review of 2026 Agency Goals
 - 1. 2026 Agency Goals
- D. ADA Compliance Committee

X. **Information/Action Items | Pages 51-53**

- A. Recognition of Past Chairperson Craig Talsma
- B. 2026 Budget Approval
 - Motion to approve the 2026 budget.*
- C. Recommendation to Continue with Current Legal Counsel
 - Motion to approve the following Legal Counsel appointments: Robbins, Schwartz, Nicholas, Lifton & Taylor, LTD.*

XI. **Adjournment**

Consent Agenda

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
NORTHWEST SPECIAL RECREATION ASSOCIATION
HELD AT PARK CENTRAL;
3000 CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 11th OF DECEMBER, 2025, at 10:30 am**

Vice Chairman Jarog called the meeting to order at 10:32 a.m.

Administrative Coordinator Olson took roll call. The following members of the Board were present: Jason Meyers, Arlington Heights Park District; Kevin Romejko, Barlett Park District; Erika Strojinc, Buffalo Grove Park District; Ben Curcio, Elk Grove Park District; Jim Jarog, Mount Prospect Park District; Ben Rea, Palatine Park District; Christina Ferraro, Prospect Heights Park District; Patti Mitchell, River Trails; Nick Troy, Rolling Meadows Park District; Diane Hilgers, Salt Creek Park District; Tony LaFrenere, Schaumburg Park District; Jay Morgan, South Barrington Park District; Jeff Janda, Streamwood Park District

Absent: Steve Bessette, Craig Talsma, Robert Dowling, and Jan Buchs

Also present: Andrea Griffin, Executive Director; Rachel Hubsch, Superintendent of Recreation; Tom Draper, Superintendent of Communications and Technology; Sara Carey, Manager of Human Resources; Nick Eckelberry, Manager of Finance; Danielle Olson, Administrative Coordinator and Kaila Robinson, Manager of Collaborative Services

Approval of Agenda

Vice Chairman Jarog asked for a motion to approve the agenda dated December 11, 2025. Director Janda made the motion and Director LaFrenere seconded the motion to approve the agenda. Upon voice vote, the motion was carried.

Introduction of Guests

Andrea Griffin introduced Kaila Robinson.

Public Comment

None

Approval of Consent Agenda

Vice Chairman Jarog called for a motion to approve the Consent Agenda of December 11, 2025. Director LaFrenere made the motion and Director Romejko seconded the motion to approve the Consent Agenda. Upon roll being called the vote was as follows:

AYA: Jason Meyers, Kevin Romejko, Erika Strojinc, Ben Curcio, Jim Jarog, Ben Rea, Christina Ferraro, Patti Mitchell, Nick Troy, Diane Hilgers, Tony LaFrenere, Jay Morgan, and Jeff Janda

NAY: None

The motion carried.

Correspondence

Director Griffin shared written correspondence from Inverness. Communicating that their limited work hours prevent them from attending events, but they monitor and appreciate all the fine work being done by NWSRA.

Staff Reports

Directors Report

Director Griffin outlined the SLSF board member process for NWSRA board of directors to serve on the SLSF board. Two seats are designated for NWSRA directors to be nominated for a 2-year term. The SLSF board of directors meets 4 times a year. Director Hilgers and Director Rea volunteered to serve on the SLSF board of directors for 2026 and 2027.

Old Business

Day Program Presentation Follow Up

Superintendent Hubsch shared updated handouts with the board of directors outlining the budget comparison, out of district rates, and staffing structure for Day Programming. Director Griffin and Manager Carey reviewed part-time staff benefits currently being offered by NWSRA. Manager Carey provided a summary of current benefits, potential of future benefits for part-time staff and opened discussion to compare benefits to those currently being provided by member park districts. Schaumburg Park District offers health benefits to the part-time employee only. Director Troy inquired about updates being made to policy manuals when part-time staff benefits are being offered. Director LaFrenere shared that updates will need to be made to the policy manual outlining part-time staff health benefits. Salt Creek Park District currently offers health benefits to the part-time employee only when working 30 hours. Streamwood Park District offers part-time employee only HMO. Arlington Heights Park District offers part-time employees to select any plan with a spousal surcharge if the spouse is eligible for insurance elsewhere.

New Business

None

Information/Action Items

Accident/Incident Summary

Manager Carey shared a 3-year comparison on accident and incident reports regarding NWSRA vehicles, participants, and employees.

IT Service Provider Contract

Superintendent Draper provided an overview of the current IT service provider contract with Sterling Network Integration (SNI). Superintendent Draper asked for a motion to approve the SNI contract as presented beginning January 1, 2026 through December 31, 2026. Director Romejko made the motion and Director Janda seconded the motion to approve the SNI IT service provider contract for 2026. Upon roll being called the vote was as follows:

AYA: Jason Meyers, Kevin Romejko, Erika Strojinc, Ben Curcio, Jim Jarog, Ben Rea, Christina Ferraro, Patti Mitchell, Nick Troy, Diane Hilgers, Tony LaFrenere, Jay Morgan, and Jeff Janda

NAY: None

The motion carried.

Adjournment

After no further business, Vice Chairman Jarog called for a motion to adjourn. Director LaFrenere made the motion and Director Janda seconded the motion to adjourn the December 11, 2025 NWSRA Board of Directors meeting at 11:15 a.m. Upon voice vote the meeting was adjourned.

Secretary

Date

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Revenues					
Member District Assessments					
10 31 0000 310001 Arlington Heights Assessment	288,736.29	577,472.59	577,472.58	0.01	100.00
10 31 0000 310002 Bartlett Assessment	128,989.17	257,978.34	257,978.34	0.00	100.00
10 31 0000 310003 Buffalo Grove Assessment	176,063.87	352,127.75	352,127.75	0.00	100.00
10 31 0000 310004 Elk Grove Assessment	0.00	328,453.93	328,453.93	0.00	100.00
10 31 0000 310005 Hanover Park Assessment	72,922.24	145,844.48	145,844.48	0.00	100.00
10 31 0000 310006 Hoffman Estates Assessment	170,363.33	340,726.66	340,726.66	0.00	100.00
10 31 0000 310007 Inverness Assessment	0.00	35,487.97	35,487.97	0.00	100.00
10 31 0000 310008 Mount Prospect Assessment	0.00	363,065.40	363,065.40	0.00	100.00
10 31 0000 310009 Palatine Assessment	0.00	482,637.60	482,637.60	0.00	100.00
10 31 0000 310010 Prospect Heights Assessment	0.00	79,304.59	79,304.59	0.00	100.00
10 31 0000 310011 River Trails Assessment	0.00	110,713.28	110,713.28	0.00	100.00
10 31 0000 310012 Rolling Meadows Assessment	87,861.82	175,723.65	175,723.65	0.00	100.00
10 31 0000 310013 Salt Creek Assessment	20,784.62	41,569.25	41,569.25	0.00	100.00
10 31 0000 310014 Schaumburg Assessment	0.00	705,386.04	705,386.04	0.00	100.00
10 31 0000 310015 South Barrington Assessment	0.00	71,202.37	71,202.37	0.00	100.00
10 31 0000 310016 Streamwood Assessment	89,137.53	178,275.06	178,275.06	0.00	100.00
10 31 0000 310017 Wheeling Assessment	0.00	270,912.38	270,912.38	0.00	100.00
Total Member District Assessments	1,034,858.87	4,516,881.34	4,516,881.33	0.01	100.00
Program Fees					
10 32 1001 320001 Club Program Fees	6,926.10	33,433.14	35,000.00	(1,566.86)	95.52
10 32 1002 320002 Leisure Education Program Fees	0.00	3,275.29	2,000.00	1,275.29	163.76
10 32 1004 320004 Special Events Program Fees	4,606.19	20,715.73	21,265.00	(549.27)	97.42
10 32 1005 320005 Day Camp Program Fees	25,726.41	292,332.02	294,647.00	(2,314.98)	99.21
10 32 1006 320006 General Programs Fees	48,373.89	281,454.04	300,000.00	(18,545.96)	93.82
10 32 1008 320008 Trips Program Fees	18,274.30	57,894.00	70,700.00	(12,806.00)	81.89
10 32 1009 320009 PURSUIT Program Fees	16,055.00	336,487.90	273,933.00	62,554.90	122.84
10 32 1011 320011 Athletic Program Fees	10,507.80	51,797.80	50,000.00	1,797.80	103.60
Total Program Fees	130,469.69	1,077,389.92	1,047,545.00	29,844.92	102.85
Transportation Door to Door					
10 33 1001 321001 Clubs Transport Door to Door	677.70	2,830.18	2,800.00	30.18	101.08
10 33 1004 321004 Special Events Transport Door to Door	31.09	60.00	48.00	12.00	125.00
10 33 1005 321005 Day Camp Transport Door to Door	1,830.22	29,446.68	26,000.00	3,446.68	113.26
10 33 1006 321006 General Programs Transport Door to Door	934.52	3,280.82	5,000.00	(1,719.18)	65.62
Total Transportation Door to Door	3,473.53	35,617.68	33,848.00	1,769.68	105.23
Transportation Pickup Points					
10 34 1001 321101 Clubs Transport Pick Up Points	476.00	2,699.34	2,000.00	699.34	134.97
10 34 1002 321102 Leisure Transport Pick Up Points	0.00	548.71	2,400.00	(1,851.29)	22.86
10 34 1004 321104 Special Events Transport Pick Up Points	236.57	1,005.67	1,660.00	(654.33)	60.58
10 34 1005 321105 Day Camp Transport Pick Up Points	475.81	8,096.95	6,750.00	1,346.95	119.95
10 34 1006 321106 General Programs Transport Pick Up Points	3,589.59	17,826.29	11,500.00	6,326.29	155.01
10 34 1009 321109 PURSUIT Program Transport Pick Up Points	0.00	0.00	39,606.00	(39,606.00)	0.00
Total Transportation Pickup Points	4,777.97	30,176.96	63,916.00	(33,739.04)	47.21
Non Program Revenue					
10 35 0000 340001 Non Program Revenue	2,933.63	10,769.19	7,800.00	2,969.19	138.07
10 35 0000 340002 Salary Reimbursement - RMPD	14,913.54	29,691.78	29,039.34	652.44	102.25
10 35 0000 340009 Collaboratives Revenues	125,746.78	484,876.78	516,278.07	(31,401.29)	93.92
10 35 0000 340010 Revenue SLSF	(420.70)	0.00	0.00	0.00	0.00
Total Non Program Revenue	143,173.25	525,337.75	553,117.41	(27,779.66)	94.98
SLSF Grant Contributions					
10 36 0000 350001 Scholarship Contribution	58,325.88	91,095.78	72,500.00	18,595.78	125.65
10 36 0000 350002 Programs Contribution	43,763.87	61,210.31	67,345.04	(6,134.73)	90.89
10 36 0000 350003 Inclusion Contribution	37,621.58	38,943.91	51,404.96	(12,461.05)	75.76
10 36 0000 350004 Transportation Contribution	50,920.59	90,000.00	90,000.00	0.00	100.00
10 36 0000 350005 Athletics Contribution	41,505.69	68,750.00	68,750.00	0.00	100.00
10 36 0000 350006 Miscellaneous Contribution	21,031.60	48,522.92	42,000.00	6,522.92	115.53
Total SLSF Grant Contributions	253,169.21	398,522.92	392,000.00	6,522.92	101.66

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Sale of Fixed Assets					
10 37 0000 360001 Sale of Fixed Assets	8,754.00	9,310.00	400.00	8,910.00	2,327.50
Total Sale of Fixed Assets	8,754.00	9,310.00	400.00	8,910.00	2,327.50
Interest					
10 38 0000 370001 Operating Interest	3,153.89	22,003.62	30,538.45	(8,534.83)	72.05
10 38 0000 370002 Investment Interest	35,298.05	139,194.38	93,072.88	46,121.50	149.55
20 38 0000 370002 Money Market/ Investment Interest	2,130.12	13,901.20	0.00	13,901.20	0.00
Income					
Total Interest	40,582.06	175,099.20	123,611.33	51,487.87	141.65
Total Revenues	1,619,258.58	6,768,335.77	6,731,319.07	37,016.70	100.55
Expenses					
Operating Expenses					
Professional Fees					
10 41 0000 421001 Professional Fees	0.00	30,289.00	31,500.00	(1,211.00)	96.16
10 41 0000 421002 Legal Fees	4,291.25	30,753.08	13,732.50	(17,020.58)	223.94
10 41 0000 421003 Miscellaneous professional fees	0.00	1,212.81	850.00	(362.81)	142.68
10 41 0000 421004 Audit	3,000.00	13,000.00	12,510.00	(490.00)	103.92
10 41 0000 421005 GASB	0.00	2,860.00	0.00	(2,860.00)	0.00
Total Professional Fees	7,291.25	78,114.89	58,592.50	(19,522.39)	133.32
Independent Contractors					
10 65 0000 424407 Office	13,151.33	40,642.65	42,000.00	1,357.35	96.77
10 65 1002 424402 Leisure Ed	0.00	0.00	600.00	600.00	0.00
10 65 1005 424405 Day Camp	0.00	11,350.50	13,884.00	2,533.50	81.75
10 65 1006 424406 General Programs	5,921.55	14,488.74	21,680.00	7,191.26	66.83
10 65 1009 424409 PURSUIT	195.00	1,185.00	2,800.00	1,615.00	42.32
10 65 1011 424411 Athletics	5,540.30	9,339.76	5,000.00	(4,339.76)	186.80
Total Independent Contractors	24,808.18	77,006.65	85,964.00	8,957.35	89.58
Payroll Processing					
10 64 0000 424303 FSA	232.75	1,206.25	1,345.00	138.75	89.68
10 64 0000 424304 W2 Processing	0.00	2,081.76	431.98	(1,649.78)	481.91
10 64 1007 424305 Miscellaneous / Payroll Processing	16.82	755.59	0.00	(755.59)	0.00
Total Payroll Processing	249.57	4,043.60	1,776.98	(2,266.62)	227.55
Office Supplies					
10 42 0000 421101 Coffee / Water	0.00	44.52	400.00	355.48	11.13
10 42 0000 421102 Furniture	0.00	1,501.71	1,000.00	(501.71)	150.17
10 42 0000 421103 Locksmith / Keys	0.00	19.00	500.00	481.00	3.80
10 42 0000 421104 Nametags	71.16	681.10	585.00	(96.10)	116.43
10 42 0000 421105 Supplies	480.96	4,280.01	4,000.00	(280.01)	107.00
Total Office Supplies	552.12	6,526.34	6,485.00	(41.34)	100.64
Bank Fees					
10 43 0000 421151 Bank Fees & Credit Card Fees	7,670.28	29,435.46	26,760.81	(2,674.65)	109.99
10 43 0000 421152 PFM Fees	554.76	1,033.22	1,974.21	940.99	52.34
Total Bank Fees	8,225.04	30,468.68	28,735.02	(1,733.66)	106.03
Postage					
10 44 0000 421201 Postage	1,166.28	1,650.19	2,000.00	349.81	82.51
10 44 0000 421202 Postal Machine Rental	492.40	1,969.60	1,818.84	(150.76)	108.29
10 44 0000 421204 Miscellaneous Postage	0.00	0.00	100.00	100.00	0.00
Total Postage	1,658.68	3,619.79	3,918.84	299.05	92.37
Telephone/Fax					
10 45 0000 421301 Cell Phone Service	1,295.46	5,337.39	7,540.00	2,202.61	70.79
10 45 0000 421305 Phone Maintenance	2,485.54	16,235.52	14,275.68	(1,959.84)	113.73
Total Telephone/Fax	3,781.00	21,572.91	21,815.68	242.77	98.89
Conference Education					
10 46 0000 421401 NRPA	0.00	3,309.19	4,572.00	1,262.81	72.38
10 46 0000 421402 IPRA	6,390.00	24,559.49	21,169.43	(3,390.06)	116.01
10 46 0000 421403 PDRMA	70.00	210.00	100.00	(110.00)	210.00
10 46 0000 421404 IAPD	606.00	1,651.98	899.00	(752.98)	183.76
10 46 0000 421405 Evaluation Lunches	162.67	1,153.28	2,000.00	846.72	57.66
10 46 0000 421406 Professional Meetings	854.87	2,441.73	1,500.00	(941.73)	162.78

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
10 46 0000 421407 Other Trainings/Workshops	1,118.11	1,922.06	2,000.00	77.94	96.10
10 46 0000 421408 ATRA	480.00	480.00	1,900.00	1,420.00	25.26
Total Conference Education	9,681.65	35,727.73	34,140.43	(1,587.30)	104.65
Memberships/certification					
10 47 0000 421501 ATRA/ILRTA	975.00	2,100.00	2,500.00	400.00	84.00
10 47 0000 421502 CDL Reimbursement/Renewal	30.00	183.39	340.00	156.61	53.94
10 47 0000 421503 CPRP Exam/Renewal	975.00	1,215.00	589.00	(626.00)	206.28
10 47 0000 421504 CTRS Exam/Renewal	775.00	2,975.00	3,280.00	305.00	90.70
10 47 0000 421506 Hands on Suburban Chicago	0.00	0.00	300.00	300.00	0.00
10 47 0000 421507 IPRA	5,120.00	5,915.00	10,865.00	4,950.00	54.44
10 47 0000 421508 LAC Group	0.00	0.00	500.00	500.00	0.00
10 47 0000 421509 NRPA	0.00	360.00	940.00	580.00	38.30
10 47 0000 421510 Safety Training	0.00	1,240.00	1,400.00	160.00	88.57
10 47 0000 421511 COSTCO	50.00	180.00	240.00	60.00	75.00
10 47 0000 421513 Miscellaneous	292.00	2,081.76	3,180.00	1,098.24	65.46
10 47 0000 421514 CPI Recertification	9,398.00	9,598.00	1,949.00	(7,649.00)	492.46
10 47 0000 421515 SHRM	0.00	264.00	528.00	264.00	50.00
Total Memberships/certification	17,615.00	26,112.15	26,611.00	498.85	98.13
Maintenance/Utilities					
10 49 0000 421701 Condo Cleaning	2,880.00	11,520.00	11,884.20	364.20	96.94
10 49 0000 421702 Electric	2,440.52	9,936.07	11,000.00	1,063.93	90.33
10 49 0000 421703 Gas	619.68	3,172.49	5,300.00	2,127.51	59.86
10 49 0000 421705 Service Agreements	2,016.00	9,493.97	8,179.00	(1,314.97)	116.08
10 49 0000 421706 Internet	4,413.43	17,981.43	20,020.56	2,039.13	89.81
Total Maintenance/Utilities	12,369.63	52,103.96	56,383.76	4,279.80	92.41
Rent					
10 50 0000 421801 Condo Association Fee	3,195.00	12,780.00	12,780.00	0.00	100.00
10 50 0000 421802 RMCC Rental Space	7,500.00	30,000.00	30,000.00	0.00	100.00
10 50 0000 421803 HPCC Rental Space	4,329.00	17,316.00	17,316.00	0.00	100.00
10 50 0000 421804 MPPD Rental Space	7,500.00	30,000.00	30,000.00	0.00	100.00
10 50 0000 421805 WPD Rental Space	7,725.00	30,900.00	30,900.00	0.00	100.00
10 50 0000 421806 BGPD Rental Space	7,500.00	30,092.66	30,540.00	447.34	98.54
10 50 0000 421807 HEPD Rental Space	7,500.00	30,000.00	30,090.00	90.00	99.70
Total Rent	45,249.00	181,088.66	181,626.00	537.34	99.70
Computers					
10 51 0000 421901 Database Enhancements	0.00	0.00	4,500.00	4,500.00	0.00
10 51 0000 421902 Framework Support	26,850.70	66,780.30	68,274.40	1,494.10	97.81
10 51 0000 421904 Web Development	266.00	866.42	900.00	33.58	96.27
10 51 0000 421905 Miscellaneous Software	9,513.29	24,533.16	37,076.44	12,543.28	66.17
10 51 0000 421906 Miscellaneous Hardware	1,743.50	3,559.85	3,000.00	(559.85)	118.66
10 51 0000 421907 HR/Finance Software	1,010.00	49,429.67	58,777.97	9,348.30	84.10
	39,383.49	145,169.40	172,528.81	27,359.41	84.14
Rental Municipal					
10 52 1001 422101 Clubs Rental Municipal	236.00	350.00	750.00	400.00	46.67
10 52 1002 422102 Leisure Education Rental Municipal	0.00	474.00	625.00	151.00	75.84
10 52 1004 422104 Special Events Rental Municipal	201.00	749.49	959.00	209.51	78.15
10 52 1005 422105 Day Camp Rental Municipal	2,881.32	16,569.32	16,000.00	(569.32)	103.56
10 52 1006 422106 General Programs Rental Municipal	2,667.70	5,703.70	14,000.00	8,296.30	40.74
10 52 1009 422109 PURSUIT Rental Municipal	0.00	67.43	1,500.00	1,432.57	4.50
10 52 1011 422111 Athletic Rental Municipal	650.00	5,653.06	3,850.00	(1,803.06)	146.83
Total Rental Municipal	6,636.02	29,567.00	37,684.00	8,117.00	78.46
Commercial					
10 53 1001 422201 Clubs Commercial Expenses	4,277.73	8,884.61	8,113.00	(771.61)	109.51
10 53 1002 422202 Leisure Education Commercial Expenses	219.00	701.40	1,000.00	298.60	70.14
10 53 1004 422204 Special Events Commercial Expenses	3,329.22	12,625.38	8,296.10	(4,329.28)	152.18
10 53 1005 422205 Day Camp Commercial Expenses	208.00	4,290.96	5,500.00	1,209.04	78.02
10 53 1006 422206 General Programs Commercial Expenses	11,144.32	43,897.04	37,000.00	(6,897.04)	118.64
10 53 1008 422208 Trips Commercial Expenses	222.59	42,396.19	46,000.00	3,603.81	92.17
10 53 1009 422209 PURSUIT Commercial Expenses	3,577.06	11,138.15	15,000.00	3,861.85	74.25
10 53 1011 422211 Athletic Commercial Expenses	611.53	10,075.20	6,800.00	(3,275.20)	148.16
Total Commercial	23,589.45	134,008.93	127,709.10	(6,299.83)	104.93

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D Actual	Y-T-D Actual	Budget	Variance	Percent of Budget
Program Development					
10 54 0000 422301 Programming Space Misc.	42.40	1,118.39	1,500.00	381.61	74.56
10 54 0000 422305 New Program Space	1,630.51	1,843.01	2,100.00	256.99	87.76
Total Program Development	1,672.91	2,961.40	3,600.00	638.60	82.26
Program Supplies					
10 55 0000 422411 Paper Products / Program Supplies	283.36	1,238.44	1,250.00	11.56	99.08
10 55 0000 422412 General Training/Orientation Program Supplies	0.00	66.86	900.00	833.14	7.43
10 55 0000 422413 CPI Books / Program Supplies	499.35	499.35	1,000.00	500.65	49.94
10 55 0000 422414 First Aid/CPR Program Supplies	218.82	3,384.42	1,600.00	(1,784.42)	211.53
10 55 0000 422415 Staff Appreciation Party Program Supplies	660.96	1,331.10	1,350.00	18.90	98.60
10 55 0000 422416 Part Time/Volunteer Apparel	0.00	960.00	1,000.00	40.00	96.00
10 55 0000 422417 Storeroom Supplies	161.81	209.39	500.00	290.61	41.88
10 55 0000 422421 Safety/Behavior	678.22	1,250.52	1,300.00	49.48	96.19
10 55 0000 422422 Committees Program Supplies	504.00	955.81	1,100.00	144.19	86.89
10 55 0000 422424 Speciality Programs /Program Supplies	509.80	3,072.72	3,900.00	827.28	78.79
10 55 0000 422425 Collaborative Training/ Program Supplies	0.00	0.00	250.00	250.00	0.00
10 55 1001 422401 Clubs / Program Supplies	1,245.34	4,309.23	3,991.00	(318.23)	107.97
10 55 1002 422402 Leisure Education / Program Supplies	0.00	94.88	500.00	405.12	18.98
10 55 1004 422404 Special Events / Program Supplies	113.93	694.17	2,265.00	1,570.83	30.65
10 55 1005 422405 Day Camp / Program Supplies	1,912.75	11,914.38	13,500.00	1,585.62	88.25
10 55 1006 422406 General Programs / Program Supplies	7,128.07	15,526.69	16,883.55	1,356.86	91.96
10 55 1009 422409 PURSUIT / Program Supplies	9,579.80	28,224.48	27,000.00	(1,224.48)	104.54
10 55 1011 422423 Athletics / Program Supplies	3.00	3,318.63	3,300.00	(18.63)	100.56
Total Program Supplies	23,499.21	77,051.07	81,589.55	4,538.48	94.44
Commercial Transportation					
10 56 1005 422505 Day Camp / Commercial Transport	0.00	146,112.91	131,793.80	(14,319.11)	110.86
10 56 1011 422511 Athletic / Commercial Transport	1,914.75	1,914.75	5,000.00	3,085.25	38.30
Total Commercial Transportation	1,914.75	148,027.66	136,793.80	(11,233.86)	108.21
Transportation Maintenance					
10 58 0000 422701 Cleaning Supplies/ Transport Maintenance	0.00	526.36	100.00	(426.36)	526.36
10 58 0000 422702 Repair / Transport Maintenance	40,839.96	113,982.62	113,964.12	(18.50)	100.02
10 58 0000 422705 Miscellaneous / Transport Maintenance	337.97	1,299.38	100.00	(1,199.38)	1,299.38
Total Transportation Maintenance	41,177.93	115,808.36	114,164.12	(1,644.24)	101.44
Mileage					
10 57 0000 422601 Full Time Staff Mileage Reimbursment	6,579.38	23,319.97	28,500.00	5,180.03	81.82
10 57 0000 422602 Part Time Staff Mileage Reimbursment	199.43	1,336.93	1,800.00	463.07	74.27
Total Mileage	6,778.81	24,656.90	30,300.00	5,643.10	81.38
Transportation Gas/Tolls					
10 59 0000 422801 Transportation/ Gas	12,239.80	56,760.64	63,000.00	6,239.36	90.10
10 59 0000 422802 Transportation/Tolls	1,559.05	6,491.40	5,000.00	(1,491.40)	129.83
Total Transportation Gas/Tolls	13,798.85	63,252.04	68,000.00	4,747.96	93.02
Printing					
10 60 0000 422901 Printer Services	1,531.69	3,713.01	7,000.00	3,286.99	53.04
10 60 0000 422903 Day Camp Brochure	0.00	2,273.00	2,000.00	(273.00)	113.65
10 60 0000 422904 Paper	464.63	2,732.89	3,400.00	667.11	80.38
10 60 0000 422907 Seasonal Brochure	5,216.57	18,714.16	19,000.00	285.84	98.50
10 60 0000 422908 Stationary/Business Cards	0.00	2,052.32	760.00	(1,292.32)	270.04
10 60 0000 422909 Miscellaneous / Printing	0.00	0.00	1,000.00	1,000.00	0.00
10 60 0000 422910 Check Printing	451.35	451.35	650.00	198.65	69.44
Total Printing	7,664.24	29,936.73	33,810.00	3,873.27	88.54
Public Awareness					
10 61 0000 423101 Awards/Recognition	1,524.48	1,672.09	2,877.16	1,205.07	58.12
10 61 0000 423102 Ads	0.00	0.00	100.00	100.00	0.00
10 61 0000 423103 Legal Notices	43.20	108.00	225.00	117.00	48.00
10 61 0000 423104 Online Media	0.00	0.00	300.00	300.00	0.00
10 61 0000 423105 Give Aways	0.00	0.00	400.00	400.00	0.00
10 61 0000 423106 Admin Professionals Week	0.00	93.90	300.00	206.10	31.30

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D	Y-T-D			Percent
	Actual	Actual	Budget	Variance	of Budget
10 61 0000 423107 Staff Support	389.85	2,368.16	1,250.00	(1,118.16)	189.45
10 61 0000 423108 Subscriptions	453.60	2,734.51	2,320.00	(414.51)	117.87
10 61 0000 423110 Recruitment	4,053.87	7,761.70	12,400.00	4,638.30	62.59
10 61 0000 423111 Outreach	3,239.38	3,822.56	4,000.00	177.44	95.56
Total Public Awareness	9,704.38	18,560.92	24,172.16	5,611.24	76.79
Total Expenses	307,301.16	1,305,385.77	1,336,400.75	31,014.98	97.68
Salary Expense					
Full-Time Salary					
10 62 0000 424101 Salary	589,524.78	2,311,469.88	2,443,428.37	131,958.49	94.60
10 62 0000 424102 Over-Time	0.00	658.25	500.00	(158.25)	131.65
10 62 0000 424103 Phone/Data Stipend	4,104.00	17,864.00	18,240.00	376.00	97.94
10 62 0000 424105 Car Allowance	1,434.62	7,374.62	7,800.00	425.38	94.55
Total Full-Time Salary	595,063.40	2,337,366.75	2,469,968.37	132,601.62	94.63
Part-Time Salary					
10 63 0000 424207 Office Support / Part-Time Salary	16,957.78	48,010.46	39,060.00	(8,950.46)	122.91
10 63 0000 424211 Training / Part-Time Salary	906.22	38,604.30	43,500.00	4,895.70	88.75
10 63 0000 424214 Transportation / Part-Time Salary	10,249.03	110,917.84	124,655.40	13,737.56	88.98
10 63 0000 424215 Recruitment / Part-Time Salary	0.00	775.00	4,500.00	3,725.00	17.22
10 63 1001 424201 Clubs / Part-Time Salary	1,911.13	6,325.41	4,800.00	(1,525.41)	131.78
10 63 1005 424205 Day Camp / Part-Time Salary	14,910.06	602,724.50	493,173.50	(109,551.00)	122.21
10 63 1006 424206 General Programs / Part-Time Salary	47,315.15	193,461.68	196,000.00	2,538.32	98.70
10 63 1009 424209 PURSUIT / Part-Time Salary	26,472.55	59,400.50	37,326.50	(22,074.00)	159.14
10 63 1011 424213 Athletics / Part-Time Salary	11,385.72	57,811.43	45,000.00	(12,811.43)	128.47
Total Part-Time Salary	130,107.64	1,118,031.12	988,015.40	(130,015.72)	113.16
Liability Expense					
10 66 0000 441001 Background Checks	647.75	2,986.08	3,230.00	243.92	92.45
10 66 0000 441002 Drug Tests / Physicals	0.00	3,825.00	5,675.00	1,850.00	67.40
10 66 0000 441003 Unemployment	15,125.00	29,582.93	7,000.00	(22,582.93)	422.61
10 66 0000 441004 Liability Fees	46,124.04	92,248.08	90,216.22	(2,031.86)	102.25
Total Liability Expense	61,896.79	128,642.09	106,121.22	(22,520.87)	121.22
Inclusion					
10 69 0001 450001 Arlington Heights Inclusion Salary	26,126.60	92,848.22	91,187.04	(1,661.18)	101.82
10 69 0001 450002 Bartlett Inclusion Salary	4,440.60	40,530.74	38,250.76	(2,279.98)	105.96
10 69 0001 450003 Buffalo Grove Inclusion Salary	16,909.30	129,673.71	108,288.60	(21,385.11)	119.75
10 69 0001 450004 Elk Grove Village Inclusion Salary	1,307.02	18,572.14	21,507.93	2,935.79	86.35
10 69 0001 450005 Hanover Park Inclusion Salary	1,126.48	11,975.52	23,176.76	11,201.24	51.67
10 69 0001 450006 Hoffman Estates Inclusion Salary	17,012.98	78,024.65	51,083.48	(26,941.17)	152.74
10 69 0001 450008 Mount Prospect Inclusion Salary	4,736.58	50,891.32	55,027.48	4,136.16	92.48
10 69 0001 450009 Palatine Inclusion Salary	11,668.95	51,011.57	76,546.74	25,535.17	66.64
10 69 0001 450010 Prospect Heights Inclusion Salary	0.00	11,525.60	13,570.90	2,045.30	84.93
10 69 0001 450011 River Trails Inclusion Salary	4,096.28	41,661.83	25,625.10	(16,036.73)	162.58
10 69 0001 450012 Rolling Meadows Inclusion Salary	9,141.06	85,177.43	83,960.38	(1,217.05)	101.45
10 69 0001 450013 Salt Creek Inclusion Salary	0.00	28,415.31	7,404.14	(21,011.17)	383.78
10 69 0001 450014 Schaumburg Inclusion Salary	35,740.29	185,430.41	178,780.07	(6,650.34)	103.72
10 69 0001 450015 South Barrington Inclusion Salary	480.00	12,025.76	12,634.80	609.04	95.18
10 69 0001 450016 Streamwood Inclusion Salary	1,084.15	9,984.01	12,489.15	2,505.14	79.94
10 69 0001 450017 Wheeling Inclusion Salary	4,105.84	80,044.37	102,242.58	22,198.21	78.29
10 69 0001 450019 Inclusion Training Salary	525.25	11,557.54	14,400.00	2,842.46	80.26
10 69 0001 450020 Rovers Salary Inclusion	502.32	32,582.03	34,867.00	2,284.97	93.45
10 69 0002 450001 Arlington Heights Inclusion Expenses	97.99	189.25	200.00	10.75	94.63
10 69 0002 450002 Bartlett Inclusion Expenses	73.98	98.33	100.00	1.67	98.33
10 69 0002 450003 Buffalo Grove Inclusion Expenses	410.75	435.67	450.00	14.33	96.82
10 69 0002 450004 Elk Grove Village Inclusion Expenses	71.55	71.55	75.00	3.45	95.40
10 69 0002 450005 Hanover Park Inclusion Expenses	65.91	65.91	75.00	9.09	87.88
10 69 0002 450006 Hoffman Estate Inclusion Expenses	0.00	233.33	200.00	(33.33)	116.67
10 69 0002 450008 Mount Prospect Inclusion Expenses	81.60	87.49	100.00	12.51	87.49
10 69 0002 450009 Palatine Inclusion Expenses	66.91	194.03	250.00	55.97	77.61
10 69 0002 450010 Prospect Heights Inclusion Expenses	0.00	86.20	75.00	(11.20)	114.93
10 69 0002 450011 River Trails Inclusion Expenses	116.56	116.56	150.00	33.44	77.71
10 69 0002 450012 Rolling Meadows Inclusion Expenses	0.00	341.35	150.00	(191.35)	227.57
10 69 0002 450013 Salt Creek Inclusion Expenses	19.59	19.59	50.00	30.41	39.18
10 69 0002 450014 Schaumburg Inclusion Expenses	257.41	430.87	500.00	69.13	86.17
10 69 0002 450015 South Barrington Inclusion Expenses	0.00	0.00	50.00	50.00	0.00
10 69 0002 450016 Streamwood Inclusion Expenses	0.00	0.00	100.00	100.00	0.00

Northwest Special Recreation Association
Income Statement
For 12/31/2025

	Q-T-D	Y-T-D			Percent
	Actual	Actual	Budget	Variance	of Budget
10 69 0002 450017 Wheeling Inclusion Expenses	16.99	574.96	200.00	(374.96)	287.48
10 69 0002 450018 Inclusion Ability Awareness Expenses	26.60	195.62	500.00	304.38	39.12
10 69 0002 450021 Inclusion Training Expenses	256.38	1,028.81	1,200.00	171.19	85.73
10 69 0002 450022 MISC Inclusion Expenses	1,444.03	2,479.26	2,500.00	20.74	99.17
10 69 0003 450001 Arlington Heights Inclusion Independent Contractors	880.00	1,330.00	6,000.00	4,670.00	22.17
10 69 0003 450002 Bartlett Inclusion Independent Contractors	0.00	46.20	0.00	(46.20)	0.00
10 69 0003 450006 Hoffman Estates Inclusion Independent Contractors	0.00	75.90	0.00	(75.90)	0.00
10 69 0003 450014 Schaumburg Inclusion Independent Contractors	0.00	400.00	0.00	(400.00)	0.00
10 69 0003 450017 Wheeling Inclusion Independent Contractors	0.00	3,040.00	0.00	(3,040.00)	0.00
Total	142,889.95	983,473.04	963,967.91	(19,505.13)	102.02
Total Salary Expense	929,957.78	4,567,513.00	4,528,072.90	(39,440.10)	100.87
Payroll Taxes & Benefits					
FICA					
10 67 9902 442102 ER FICA Part Time	16,603.39	129,815.38	120,221.62	(9,593.76)	107.98
10 67 9902 442103 ER FICA Full Time	35,448.26	139,636.32	152,007.16	12,370.84	91.86
10 67 9912 442102 ER FICA Medicare Part Time	3,883.34	30,360.52	28,116.35	(2,244.17)	107.98
10 67 9912 442103 ER FICA Medicare Full Time	8,290.38	32,657.00	35,550.06	2,893.06	91.86
Total FICA	64,225.37	332,469.22	335,895.19	3,425.97	98.98
IMRF					
10 68 0000 442201 IMRF / FT Contributions	22,328.61	83,628.23	91,939.81	8,311.58	90.96
10 68 0000 442204 IMRF /PT Contributions	772.93	2,333.36	3,616.31	1,282.95	64.52
Total IMRF	23,101.54	85,961.59	95,556.12	9,594.53	89.96
Health Insurance					
10 48 0000 421603 Health Contributions	81,756.88	304,522.54	369,538.87	65,016.33	82.41
Total Health Insurance	81,756.88	304,522.54	369,538.87	65,016.33	82.41
Total Payroll Taxes & Benefits	169,083.79	722,953.35	800,990.18	78,036.83	90.26
Total Expenses	1,406,342.73	6,595,852.12	6,665,463.83	69,611.71	98.96
Capital Expenses					
20 80 2005 460001 Capital Projects / Park Central Parking Lot	0.00	0.00	10,000.00	10,000.00	0.00
20 80 2006 460001 Capital Projects / Park Central Roof	295,360.00	295,360.00	300,000.00	4,640.00	98.45
20 80 2111 460002 Minivan (6 passengers) 2008	46,860.72	46,860.72	70,000.00	23,139.28	66.94
20 80 2202 460003 Computer (lease / purchase)	3,663.71	33,825.14	34,900.00	1,074.86	96.92
20 80 2204 460003 Tech Infrastructure	2,491.96	12,268.81	10,563.00	(1,705.81)	116.15
20 80 2206 460003 Printer Lease	5,130.89	18,579.33	17,280.64	(1,298.69)	107.52
20 80 2212 460003 Registration Software	10,228.42	26,411.42	39,564.00	13,152.58	66.76
20 80 2214 460003 Payroll Software	9,194.57	34,027.81	56,000.00	21,972.19	60.76
20 80 2215 460003 Website Overhaul	8,910.00	13,365.00	16,000.00	2,635.00	83.53
20 80 2308 460004 Mount Prospect Maintenance (Paid every 3 years)	0.00	0.00	9,099.00	9,099.00	0.00
20 80 2310 460004 Wheeling Maintenance (Paid every 3 years)	0.00	0.00	8,098.20	8,098.20	0.00
20 80 2311 460004 WH Sensory Room Maintenance (every 3 years)	1,899.00	1,899.00	2,000.00	101.00	94.95
20 80 2312 460004 Buffalo Grove Cleaning/Maintenance	1,938.00	3,876.00	3,896.00	20.00	99.49
20 80 2316 460004 HVAC (6 RTU being evaluated for replacement)	0.00	0.00	5,000.00	5,000.00	0.00
20 80 2317 460004 Other infrastructure	0.00	0.00	2,000.00	2,000.00	0.00
Total Capital Expenses	385,677.27	486,473.23	584,400.84	97,927.61	83.24
Excess Revenue Over (Under) Expenditures	(172,761.42)	(313,989.58)	(518,545.60)	204,556.02	(60.55)

NWRSA Accounts Snapshot as of

12/31/2025

Village Bank & Trust

Operating Account	228,673.52
MDAA Max Safe	719,532.29
Capital Max Safe	86,270.00
FSA Account	1,258.29

Total	1,035,734.10
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PFM Investments

PFM General Reserve

Cash Account	394,884.36
Investments	1,022,875.00

Total PFM General Reserve	1,417,759.36
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PFM Capital Reserve

Cash Account	510,904.41
Investments	0.00

Total PFM Capital Reserve	510,904.41
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Total of all Assets/Accounts	\$2,964,397.87
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**Northwest Special Recreation Association
Warrant List**

<u>Check Number</u>	<u>Date</u>	<u>Transaction Description</u>	<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Check Amount</u>
0	12/01/2025	[10070] Hewlett Packard - Computer lease December 2025	20 80 460003 2202	Computer (lease / purchase)	1021.91	1,021.91
0	12/01/2025	[10131] PDRMA - October 2025 health contributions	10 20 201006 0000	Employee Health Insurance	31076.84	31,076.84
0	12/02/2025	[10111] Mission Square - Mission Square deductions for 11/28/25 paycheck	10 20 201012 0000	457 Retirement Plan ICMA, AFL	718.23	718.23
0	12/02/2025	[ELAVON] ELAVON - Invoices 12022025-9604, 12022025-9620	10 43 421151 0000	Bank Fees & Credit Card Fees	1261.01	1,261.01
0	12/03/2025	[10240] Canon Financial Services, Inc. - Invoices 42245208, 42245209	20 80 460003 2206	Printer Lease	1544.98	1,544.98
0	12/04/2025	[10139] Premistar-North - Quarterly maintenance charge 11/1/25-1/31/26	10 49 421705 0000	Service Agreements	2016	2,016.00
0	12/04/2025	[10145] Robbins Schwartz - Legal fees thru 10/31/25	10 41 421002 0000	Legal Fees	3380	3,380.00
0	12/04/2025	[10118] Nicor Gas - Gas bill 2nd and 3rd floor	10 49 421703 0000	Gas	114.78	114.78
9169	12/05/2025	[10021] Bill's Auto & Truck Repair - Invoices 128967/128954/129008, 129110/129191/129158	10 58 422702 0000	Repair / Transport Maintenance	2718.09	2,718.09
9170	12/05/2025	[10068] Hanover Park Park District - December 2025 rent payment	10 50 421803 0000	HPCC Rental Space	1443	1,443.00
9171	12/05/2025	[10257] Kathleen Wenner - Sign language interpreter for AHPD	10 69 450001 0003	Arlington Heights Inclusion In	320	320.00
9172	12/05/2025	[10129] Park Central Condo Association - Monthly condo dues- December 2025	10 50 421801 0000	Condo Association Fee	1065	1,065.00
9173	12/05/2025	[10207] Shirey Freelance, LLC - Grant contractor November 2025	10 65 424407 0000	Office	3191.33	3,191.33
9174	12/05/2025	[10156] Special Leisure Services Foundation - SLSF donation made out to NWSRA - Eagle Scout project	10 35 340010 0000	Revenue SLSF	1000	1,000.00
9175	12/05/2025	[10262] Vermont Systems - RecTrac implementation	20 80 460003 2212	Registration Software	250	250.00
0	12/08/2025	[10035] Citi Cards - Costco - Club expenses and Pursuit water	10 53 422201 1001 10 55 422401 1001 10 55 422409 1009	Clubs Commercial Expenses Clubs / Program Supplies PURSUIT / Program Supplies	211.80 419.73 54.88	686.41
0	12/08/2025	[10116] NCPERS Group Life Ins. - NCPERS December billing statement	10 20 201012 0000	457 Retirement Plan ICMA, 16 AFL	16	16.00
0	12/11/2025	[10084] IMRF - November 2025 IMRF contributions	10 20 201011 0000 10 20 201011 9950	IMRF EE IMRF ER	9193.17 6720.42	15,913.59
0	12/11/2025	[10199] Blitt and Gaines, P.C. - Garnishments for November 2025	10 20 201019 0000	Wage Garnishment Payable	61.13	61.13
0	12/12/2025	[10189] WEX Bank - Fuel invoice November 2025	10 59 422801 0000	Transportation/ Gas	3028.93	3,028.93
0	12/12/2025	[10178] U.S. Postal Service - GMFS invites - to be reimbursed by SLSF	10 44 421201 0000	Postage	308.74	308.74
9176	12/12/2025	[3081] Edward N Fradkin - Refund of wages garnished on 11/14/25, 11/28/25, and 12/12/25 paycheck	10 20 201019 0000	Wage Garnishment Payable	338.65	338.65
9177	12/12/2025	[10211] Janna Gainulin - Fall 2025 piano, guitar, and voice lessons	10 65 424406 1006	General Programs	2777.25	2,777.25
9178	12/12/2025	[10273] National Auto Fleet Group - Sourcewell contract 091521-NAF 2026 Chrysler Pacifica	20 80 460002 2111	Minivan (6 passengers) 2008	46860.72	46,860.72
9179	12/12/2025	[10147] Rolling Meadows Park District - Reimbursement for inclusion aide	10 69 450012 0001	Rolling Meadows Inclusion Sala	418.21	418.21

9180	12/12/2025	[10206] Ron Rudolf - Drum lessons November and December	10 65 424406 1006	General Programs	632.22	632.22
9181	12/12/2025	[10151] School District 54 - Basketball Addams November 2025	10 53 422211 1011	Athletic Commercial Expenses	24	24.00
9182	12/12/2025	[10157] South Barrington Park District - Reimbursement for inclusion staff	10 69 450015 0001	South Barrington Inclusion Sal	160	160.00
12122025	12/12/2025	Paycom payroll 12/12/25	10 10 101001 0000	Net Pay	94079.01	126,579.82
				Payroll Taxes	30787.06	
				Paycom Fee	1713.75	
0	12/15/2025	[10161] Sterling Network Integration - Invoices 14000994, 14001024, 14001047	10 51 421902 0000	Framework Support	4432.20	6,924.16
	12/16/2025	Service Charge	20 80 460003 2204	Tech Infrastructure	2491.96	
			10 43 421151 0000	Bank Fees & Credit Card Fees	322.15	322.15
0	12/17/2025	[10111] Mission Square - 457, Roth, and loan repayment deductions 12/12/25	10 20 201012 0000	457 Retirement Plan ICMA, AFL	718.23	718.23
0	12/17/2025	[10136] Pitney Bowes - Payment for postage machine	10 44 421202 0000	Postal Machine Rental	492.4	492.40
0	12/18/2025	[10208] Selden Fox - Final bill for 2024 audit	10 41 421004 0000	Audit	3000	3,000.00
0	12/19/2025	[10036] ComEd - Electric for 2nd and 3rd floor	10 49 421702 0000	Electric	661.24	661.24
0	12/22/2025	[10264] EPACT Network Ltd - ePACT software contract	20 80 460003 2212	Registration Software	6716.67	6,716.67
0	12/22/2025	[10161] Sterling Network Integration - Invoices 14001107, 14001109, 14001117, 14001122, 14001123	10 51 421902 0000	Framework Support	13554.1	13,554.10
9183	12/22/2025	[10021] Bill's Auto & Truck Repair - Invoice #129369, 129356	10 58 422702 0000	Repair / Transport Maintenance	1816.77	1,816.77
9184	12/22/2025	[10254] Georgene Sommer - Virtual program hours November and December 2025	10 65 424406 1006	General Programs	338.5	338.50
9185	12/22/2025	[10257] Kathleen Wenner - Sign language interpreter for Otters swim team in Arlington Heights (12/6, 12/7, 12/13, 12/14)	10 69 450001 0003	Arlington Heights Inclusion In	320	320.00
9186	12/22/2025	[10225] Lorna Place - Greenhouse hours	10 65 424406 1006	General Programs	170	170.00
9187	12/22/2025	[10262] Vermont Systems - RecTrac set up fees	20 80 460003 2212	Registration Software	1093.75	1,093.75
9188	12/22/2025	[10185] Weblinx - Invoice 3/4 for new website	20 80 460003 2215	Website Overhaul	4455	4,455.00
69061	12/22/2025	November 2025 P cards	10 20 201004 0000	Fifth Third P-Cards	50682.85	50,682.85
0	12/23/2025	[10197] AccuFund - Accufund fees Q1 2026	10 10 102003 0000	Prepaid Expenses	1515	1,515.00
0	12/23/2025	[10053] Flexible Benefit Svc Corp - November FSA admin fees	10 64 424303 0000	FSA	80.75	80.75
0	12/23/2025	[10131] PDRMA - November PDRMA health invoice	10 20 201006 0000	Employee Health Insurance	31076.84	31,076.84
0	12/26/2025	[10006] Aflac - December 2025 Aflac deductions	10 20 201012 0000	457 Retirement Plan ICMA, AFL	116.76	116.76
12262025	12/26/2025	Paycom payroll 12/26/25	10 10 101001 0000	Net Pay	92072.50	124,093.07
				Payroll Taxes	30592.11	
				Paycom Fee	1428.46	
0	12/30/2025	[10111] Mission Square - Roth, 457, and loan repayment deductions on 12/26/25 paycheck	10 20 201012 0000	457 Retirement Plan ICMA, AFL	718.23	718.23
Total Checks						497,793.31

Vendor	Expense Account Title	Expense Description	Account	Amount
ALDI 40077	EMPLOYEE REIMBURSEMENT LIABILITY	ALDI 40077-FOOD FOR GIFT GIVING LUNCHEON-RH	10 20 201024 0000	77.60
GFS STORE #1913	EMPLOYEE REIMBURSEMENT LIABILITY	GFS STORE #1913-GIFT GIVING LUNCHEON-AC	10 20 201024 0000	339.91
AMAZON	OFFICE SUPPLIES	AMAZON-LAMINATING SHEETS, MARKERS, AND CARD STOCK-KS	10 42 421105 0000	68.30
AMAZON	OFFICE SUPPLIES	AMAZON-BINDER - AMAZON - AG-AG	10 42 421105 0000	38.69
AUTHORIZE.NET	CREDIT CARD AND BANK FEES	AUTHORIZE.NET-CREDIT CARD PROCESSING -TD	10 43 421151 0000	25.00
VZWRLSS APOCC VISB	TELEPHONE/FAX	VZWRLSS APOCC VISB-WIRELESS PHONES 9/26-10/25-JD	10 45 421301 0000	411.03
RINGCENTRAL INC.	TELEPHONE/FAX	RINGCENTRAL INC.-RINGCENTRAL 11/20-12/19-JD	10 45 421305 0000	1,234.13
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	ILLINOIS ASSOCIATION O-IPRA - CONFERENCE - AG-AG	10 46 421402 0000	350.00
IPRA IL	CONFERENCE/EDUCATION	IPRA IL-AGENCY SHOWCASE REGISTRATION-TD	10 46 421402 0000	95.00
ILLINOIS ASSOCIATION O	CONFERENCE/EDUCATION	ILLINOIS ASSOCIATION O-CONFERENCE-FD	10 46 421402 0000	350.00
IPRA INV-44107	CONFERENCE/EDUCATION	IPRA INV-44107-2026 CONFERENCE REGISTRATION-AC	10 46 421402 0000	265.00
CHIPOTLE 4630	CONFERENCE/EDUCATION	CHIPOTLE 4630-FATIMA EVAL LUNCH-TD	10 46 421405 0000	31.21
IPRA IL	CONFERENCE/EDUCATION	IPRA IL-PROFESSIONAL MEETINGS - TR BREAKFAST -ST	10 46 421406 0000	36.00
IPRA IL	CONFERENCE/EDUCATION	IPRA IL-TR BREAKFAST -KM1	10 46 421406 0000	36.00
IPRA IL	CONFERENCE/EDUCATION	IPRA IL-IPRA BREAKFAST BONANZA-CC1	10 46 421406 0000	36.00
SQ DEERFIELD PARK DIS	CONFERENCE/EDUCATION	SQ DEERFIELD PARK DIS-LUNCHEON - CONFERENCE	10 46 421406 0000	70.00
JERSEY MIKES ONLINE UC	CONFERENCE/EDUCATION	JERSEY MIKES ONLINE UC-PROFESSIONAL MEETING-TD	10 46 421406 0000	69.39
HR SOURCE	CONFERENCE/EDUCATION	HR SOURCE-HR SOURCE TRAINING FOR LEGAL UPDATES-SC2	10 46 421407 0000	95.00
ILLINOIS GOVERNMENT FI	CONFERENCE/EDUCATION	ILLINOIS GOVERNMENT FI-IGFOA YEAR END WEBINAR-NE	10 46 421407 0000	20.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	PAYPAL ILLINOISREC-CC 2025 ILRTA VIRTUAL CONFERENCE	10 46 421407 0000	160.00
CRISIS PREVENTION INST	CONFERENCE/EDUCATION	REGISTRATION FEE-CC	10 46 421407 0000	4,699.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	CRISIS PREVENTION INST-CPI TRAINING -AC	10 46 421407 0000	160.00
WOMEN IN LEISURE SERVI	CONFERENCE/EDUCATION	PAYPAL ILLINOISREC-ILRTA VIRTUAL CONFERENCE FOR SC-SC1	10 46 421407 0000	55.00
WOMEN IN LEISURE SERVI	CONFERENCE/EDUCATION	WOMEN IN LEISURE SERVI-KM WILS EVENT REGISTRATION-KM	10 46 421407 0000	45.00
PAYPAL ILLINOISREC	CONFERENCE/EDUCATION	WOMEN IN LEISURE SERVI-WILS HOLIDAY CELEBRATION-SC2	10 46 421407 0000	160.00
PAYPAL ILLINOISREC	MEMBERSHIPS/CERTIFICATIONS	PAYPAL ILLINOISREC-ILTRA CONFERENCE-KM1	10 46 421408 0000	160.00
PAYPAL ILLINOISREC	MEMBERSHIPS/CERTIFICATIONS	PAYPAL ILLINOISREC-ILTRA MEMBERSHIP RENEWAL-JT	10 47 421501 0000	160.00
IPRA IL	MEMBERSHIPS/CERTIFICATIONS	PAYPAL ILLINOISREC-ILRTA RENEWAL-DC	10 47 421501 0000	160.00
FSP NCTRC	MEMBERSHIPS/CERTIFICATIONS	IPRA IL-IPRA MEMBERSHIP FOR JT-JT	10 47 421501 0000	85.00
IPRA INV-44231	MEMBERSHIPS/CERTIFICATIONS	FSP NCTRC-NCTRC MEMBERSHIP MAINTENANCE-AC	10 47 421504 0000	265.00
IPRA IL	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-44231-IPRA -JD	10 47 421507 0000	265.00
IPRA INV-44198	MEMBERSHIPS/CERTIFICATIONS	IPRA IL-IPRA ANNUAL MEMBERSHIP-JR2	10 47 421507 0000	265.00
IPRA INV-43234	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-44198-IPRA MEMBERSHIP-ET	10 47 421507 0000	265.00
IPRA INV-43267	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-43234-IPRA - MEMBERSHIP - AG-AG	10 47 421507 0000	265.00
IPRA INV-44909	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-43267-IPRA MEMBERSHIP RENEWAL-AB2	10 47 421507 0000	265.00
IPRA IL	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-44909-IPRA MEMBERSHIP-FD	10 47 421507 0000	265.00
IPRA INV-44660	MEMBERSHIPS/CERTIFICATIONS	IPRA IL-KM IPRA MEMBERSHIP-KM	10 47 421507 0000	265.00
IPRA IL	MEMBERSHIPS/CERTIFICATIONS	IPRA INV-44660-CC IPRA PROFESSIONAL MEMBERSHIP RENEWAL-CC	10 47 421507 0000	265.00
NEW SAMS.COM MEM#	MEMBERSHIPS/CERTIFICATIONS	IPRA IL-IPRA MEMBERSHIP-AD	10 47 421507 0000	50.00
WOMEN IN LEISURE SERVI	MEMBERSHIPS/CERTIFICATIONS	NEW SAMS.COM MEM#-SAM'S MEMBERSHIP-RH	10 47 421511 0000	42.00
CRISIS PREVENTION INST	MEMBERSHIPS/CERTIFICATIONS	WOMEN IN LEISURE SERVI-CC WOMEN IN LEISURE SERVICES YEARLY MEMBERSHIP-CC	10 47 421513 0000	4,699.00
COMCAST / XFINITY	MAINTENANCE/UTILITIES	CRISIS PREVENTION INST-CPI INSTRUCTOR CLASS-KR-KR	10 47 421514 0000	187.51
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST HP-JD	10 49 421706 0000	461.76
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST HE 10/22-11/21-JD	10 49 421706 0000	182.40
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST WHEELING 10/22-11/21-JD	10 49 421706 0000	181.90
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST BG 10/15-11/14-JD	10 49 421706 0000	269.18
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST MO 10/18-11/17-JD	10 49 421706 0000	165.92
COMCAST / XFINITY	MAINTENANCE/UTILITIES	COMCAST / XFINITY-COMCAST RM 10/18-11/17-JD	10 49 421706 0000	182.40
WIX.COM	COMPUTERS	COMCAST / XFINITY-MP COMCAST 10/13-11/12-JD	10 51 421904 0000	36.00
WIX.COM 1206936153	COMPUTERS	WIX.COM-SLSF WIX SUBSCRIPTION-TD	10 51 421904 0000	36.00
RING STANDARD PLAN	COMPUTERS	WIX.COM 1206936153-SLSF WIX SUBSCRIPTION-TD	10 51 421904 0000	99.99
FLEETIO.COM	COMPUTERS	RING STANDARD PLAN-RING DOORBELL-JD	10 51 421905 0000	2,268.00
ADOBE	COMPUTERS	FLEETIO.COM-FLEETIO ANNUAL MEMBERSHIP-JR2	10 51 421905 0000	3,106.68
VIVERSE LIMITED	COMPUTERS	ADOBE-ANNUAL ADOBE CREATIVE CLOUD AND ACROBAT LICENCES -TD	10 51 421905 0000	12.99
CCI CONSTANT-CONTACT	COMPUTERS	VIVERSE LIMITED-VR SUBSCRIPTION DREAMLAB-JD	10 51 421905 0000	175.00
STK SHUTTERSTOCK	COMPUTERS	CCI CONSTANT-CONTACT-NOVEMBER CONSTANT CONTACT SUBSCRIPTION-TD	10 51 421905 0000	25.00
MICROSOFT 14 DAY TRIAL	COMPUTERS	STK SHUTTERSTOCK-IMAGE COPYRIGHT-FD	10 51 421905 0000	22.04
MOTION ARRAY	COMPUTERS	MICROSOFT 14 DAY TRIAL-X-BOX ACCOUNT-JD	10 51 421905 0000	39.99
AMAZON	COMPUTERS	MOTION ARRAY-MOTION ARRAY SOFTWARE-FD	10 51 421906 0000	299.00
AMAZON	COMPUTERS	AMAZON-MICROPHONE-JD	10 51 421906 0000	39.92
AMAZON	COMPUTERS	AMAZON-POWER CABLES (WHITE)-JD	10 51 421906 0000	6.99
AMAZON	COMPUTERS	AMAZON-CABLE MANAGEMENT-JD	10 51 421906 0000	34.58
AMAZON	COMPUTERS	AMAZON-CABLE MANAGEMENT & WIRELESS MOUSE & KEYBOARD-JD	10 51 421906 0000	39.98
AMAZON	COMPUTERS	AMAZON-DSP CABLES-JD	10 51 421906 0000	139.99
AMAZON	COMPUTERS	AMAZON-MONITOR FOR FRONT DEST-TD	10 51 421906 0000	39.99
AMAZON	COMPUTERS	AMAZON-POE PLUS INJECTOR -TD	10 51 421906 0000	154.00
LOWES #02529	COMPUTERS	LOWES #02529-LADDER-JD	10 51 421906 0000	89.90
AMAZON	COMPUTERS	AMAZON-POWER CONDITIONER-JD	10 51 421906 0000	17.49
AMAZON	COMPUTERS	AMAZON-APPLE TV MOUNT-JD	10 51 421906 0000	83.17
AMAZON	COMPUTERS	AMAZON-MICROPHONE STAND-KS	10 51 421906 0000	32.80
AMAZON	COMPUTERS	AMAZON-CABLES-KS	10 51 421906 0000	35.79
AMAZON	COMPUTERS	AMAZON-CAMERA BAG-KS	10 51 421906 0000	79.00
AMAZON	COMPUTERS	AMAZON-CAMERA BATTERY-TD	10 51 421906 0000	81.12
AMAZON	COMPUTERS	AMAZON-BATTERIES-TD	10 51 421906 0000	49.94
AMAZON	COMPUTERS	AMAZON-LIGHTNING TO USBC, IPAD CHARGER-JD	10 51 421906 0000	125.00
NORTHERN IL SPECIAL RE	RENTAL MUNICIPAL	NORTHERN IL SPECIAL RE-NISRA ITRS TOURNAMENT DUE-PH	10 52 422111 1011	250.00
OAK LAWN PARK DISTRICT	RENTAL MUNICIPAL	OAK LAWN PARK DISTRICT-ITRS TOURNAMENT FEE - 2 TEAMS-AB2	10 52 422111 1011	125.00
IN LINCOLNWAY SPECIAL	RENTAL MUNICIPAL	IN LINCOLNWAY SPECIAL-ITRS FEE - 1 TEAM-AB2	10 52 422111 1011	125.00
DAVE & BUSTERS #174	COMMERCIAL EXPENSE	DAVE & BUSTERS #174-NIGHTHAKWS CLUB AT DAVE AND BUSTER'S FOOD AND GAME PACKAGES FOR 9 PARTICIPANTS (32.14%)-KZ	10 53 422201 1001	191.57

DAVE & BUSTERS #174	COMMERCIAL EXPENSE	DAVE & BUSTERS #174-TGIF CLUB AT DAVE AND BUSTER'S FOOD AND GAME PACKAGES FOR 19 PARTICIPANTS (67.86%)-KZ	10 53 422201 1001	404.41
ME-HOFFMAN EST-OD CP	COMMERCIAL EXPENSE	ME-HOFFMAN EST-OD CP-415 FNL MAIN EVENT- FOOD AND FUN COMBO'S FOR 5 PEOPLE-CC	10 53 422201 1001	145.94
JEWEL	COMMERCIAL EXPENSE	JEWEL-515 FRIDAY NIGHT FUN FRIDAY FLICK DRINKS FOR MOVIE NIGHT 13 PARTICIPANTS -AU	10 53 422201 1001	9.77
OLIVE GARDEN 0021551	COMMERCIAL EXPENSE	OLIVE GARDEN 0021551-515 FRIDAY NIGHT FUN FRIDAY FLICK CATERED DINNER FOR PARTICIPANTS TO WATCH AN IN HOUSE MOVIE. 13 PARTICIPANTS-AU	10 53 422201 1001	228.53
TST IMPROV COMEDY CLUB	COMMERCIAL EXPENSE	TST IMPROV COMEDY CLUB-FNL DRINKS FOR 7 PEOPLE AT CHICAGO IMPROV COMEDY-CC	10 53 422201 1001	111.92
LAZY DOG RESTAURANT 59	COMMERCIAL EXPENSE	LAZY DOG RESTAURANT 59-615 NIGHT RIDERS LAZY DOG - DINNER FOR 25 PARTICIPANTS/STAFF-SC1	10 53 422201 1001	659.78
DAVE & BUSTER'S, INC.	COMMERCIAL EXPENSE	DAVE & BUSTER'S, INC.-116 NIGHT HAWKS & 216 TGIF DAVE AND BUSTERS DEPOSIT FOR 27 PPTS-JT	10 53 422201 1001	287.39
ARLINGTON LANES - ALLE	COMMERCIAL EXPENSE	ARLINGTON LANES - ALLE-BOWLING GAME AND SHOES FOR LEISURE EDUCATION CLASS OF 7 STUDENTS-KZ	10 53 422202 1002	105.00
DAVE & BUSTERS #174	COMMERCIAL EXPENSE	DAVE & BUSTERS #174-6590 DAVE AND BUSTERS SPECIAL EVENT COMBO DEAL FOR 10 PPTS -JT	10 53 422204 1004	207.43
MEDIEVAL TIMES	COMMERCIAL EXPENSE	MEDIEVAL TIMES-6400 MEDIEVAL TIMES SPECIAL EVENT \$76.95 X 9 TICKETS PLUS TAXES AND FEES-EM	10 53 422204 1004	750.24
ARLINGTON LANES - ALLE	COMMERCIAL EXPENSE	ARLINGTON LANES - ALLE-LANE FEES FOR PIN STRIKERS - STREAMWOOD BOWL-4 BOWLERS, 4 PAIRS OF SHOES, 3 GAMES-PP	10 53 422206 1006	243.00
STREAMWOOD BOWL	COMMERCIAL EXPENSE	STREAMWOOD BOWL-2255 ROCK N BOWL- BOWLING AND SHOES FOR 4 PPT-PP	10 53 422206 1006	48.30
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	SQ THROWN ELEMENTS PO-CERAMICS FEES -CD3	10 53 422206 1006	230.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-PARTNER BOWL BILL-PH	10 53 422206 1006	516.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-SPARE TIME LANES FEES -CD3	10 53 422206 1006	348.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	POPLAR CREEK BOWL-2255 ROCK N BOWL- BOWLING AND SHOES FOR 4 PPT-PP	10 53 422206 1006	65.00
ARLINGTON LANES - ALLE	COMMERCIAL EXPENSE	ARLINGTON LANES - ALLE-LANE FEES FOR PIN STRIKERS - AMC 9640 ONLINE-COMMUNITY TRAVELERS TICKETS -CD2	10 53 422206 1006	236.00
AMC 9640 ONLINE	COMMERCIAL EXPENSE	AMC 9640 ONLINE-COMMUNITY TRAVELERS TICKETS -CD2	10 53 422206 1006	195.62
CLASSIC CINEMAS ELK GR	COMMERCIAL EXPENSE	CLASSIC CINEMAS ELK GR-DISTRICT TRAVELERS OUTING - MRS FIELDS COOKIES-YARB OUTING -CD5	10 53 422206 1006	87.60
MRS FIELDS COOKIES	COMMERCIAL EXPENSE	MRS FIELDS COOKIES-YARB OUTING -CD5	10 53 422206 1006	42.19
ME-HOFFMAN EST-ECOMM	COMMERCIAL EXPENSE	ME-HOFFMAN EST-ECOMM-VENTURE SQUAD RESERVATION - 844 BOWLERO 800342526-1300 PARTNER BOWL-AB2	10 53 422206 1006	205.68
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-1300 PARTNER BOWL-AB2	10 53 422206 1006	552.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	SQ THROWN ELEMENTS PO-CERAMICS FEES -CD3	10 53 422206 1006	460.00
ARLINGTON LANES - ALLE	COMMERCIAL EXPENSE	ARLINGTON LANES - ALLE-LANE FEES FOR PIN STRIKERS - POPLAR CREEK BOWL-2255 ROCK N BOWL- BOWLING AND SHOES FOR 4 PPT. (1 PPT LEFT AFTER ONE GAME)-PP	10 53 422206 1006	222.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	POPLAR CREEK BOWL-2255 ROCK N BOWL- BOWLING AND SHOES FOR 4 PPT. (1 PPT LEFT AFTER ONE GAME)-PP	10 53 422206 1006	56.00
ARLINGTON LANES - ALLE	COMMERCIAL EXPENSE	ARLINGTON LANES - ALLE-LANE FEES FOR PIN STRIKERS - 844 BOWLERO 800342526-SPARE TIME LANES FEES -CD3	10 53 422206 1006	244.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-SPARE TIME LANES FEES -CD3	10 53 422206 1006	324.00
PORTILLOS HOT DOGS #14	COMMERCIAL EXPENSE	PORTILLOS HOT DOGS #14-LUNCH FOR MEET N PLACE-GM2	10 53 422206 1006	12.17
PORTILLOS HOT DOGS #14	COMMERCIAL EXPENSE	PORTILLOS HOT DOGS #14-LUNCH FOR MEET N PLACE -GM2	10 53 422206 1006	115.43
PORTILLOS HOT DOGS #14	COMMERCIAL EXPENSE	PORTILLOS HOT DOGS #14-LUNCH FOR MEET N PLACE DESSERT ITEM-GM2	10 53 422206 1006	32.47
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-1300 PARTNER BOWL-AB2	10 53 422206 1006	564.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-3140 SPARE TIME BOWLERS - FEE FROM PREVIOUS WEEK-AB2	10 53 422206 1006	336.00
844 BOWLERO 800342526	COMMERCIAL EXPENSE	POPLAR CREEK BOWL-2255 ROCK N BOWL- SHOES AND BOWLING FOR 4 PPT-PP	10 53 422206 1006	65.00
POPLAR CREEK BOWL	COMMERCIAL EXPENSE	POPLAR CREEK BOWL-2255 ROCK N BOWL- SHOES AND BOWLING FOR 4 PPT-PP	10 53 422206 1006	65.00
ME-HOFFMAN EST-MICROS	COMMERCIAL EXPENSE	ME-HOFFMAN EST-MICROS-2500 DISTRICT TRAVELERS MAIN EVENT BOWLING FOR 5 PPTS-JT	10 53 422206 1006	99.75
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-SPARE TIME LANES FEES -CD3	10 53 422206 1006	372.00
CROSSFIT ARIOCH	COMMERCIAL EXPENSE	CROSSFIT ARIOCH-POWERLIFTING -VG	10 53 422206 1006	4,583.33
844 BOWLERO 800342526	COMMERCIAL EXPENSE	844 BOWLERO 800342526-1300 PARTNER BOWL-AB2	10 53 422206 1006	564.00
SQ THROWN ELEMENTS PO	COMMERCIAL EXPENSE	SQ THROWN ELEMENTS PO-CERAMICS FEES -CD3	10 53 422206 1006	230.00
RVT WHEELING CCSD 21	COMMERCIAL EXPENSE	RVT WHEELING CCSD 21-LONDON BASKETBALL NOVEMBER-JR2	10 53 422211 1011	240.00
RVT WHEELING CCSD 21	COMMERCIAL EXPENSE	RVT WHEELING CCSD 21-D21 LONDON BASKETBALL OCTOBER-JR2	10 53 422211 1011	240.00
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-616 NIGHT RIDERS FRIENDSGIVING FEAST CLUB SUPPLIES FOR 20 PARTICIPANTS-SC1	10 55 422401 1001	11.90
TARGET 00007534	PROGRAM SUPPLIES	TARGET 00007534-616 NIGHT RIDERS FRIENDSGIVING FEAST CLUB SUPPLIES FOR 20 PARTICIPANTS-SC1	10 55 422401 1001	14.93
TRADER JOE S #687	PROGRAM SUPPLIES	TRADER JOE S #687-NIGHT RIDERS AND FNL- FRIENDSGIVING EVENT SUPPLIES-CC	10 55 422401 1001	14.97
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-FRIDAY NIGHT FUN PROGRAM SUPPLIES FOR FRIENDSGIVING-GM2	10 55 422401 1001	8.75
WM SUPERCENTER #1897	PROGRAM SUPPLIES	WM SUPERCENTER #1897-FRIDAY NIGHT FUN PROGRAM SUPPLIES FOR FRIENDSGIVING-GM2	10 55 422401 1001	84.88
WALMART	PROGRAM SUPPLIES	WALMART-616 NIGHT RIDERS FRIENDSGIVING FEAST CLUB SUPPLIES FOR 20 PARTICIPANTS-SC1	10 55 422401 1001	17.42
GFS STORE #1913	PROGRAM SUPPLIES	GFS STORE #1913-115 NIGHTHAWKS, 215 TGIF, 314 SHINING STARS, 614 NIGHT RIDERS- CLUB SUPPLIES MONSTER MASH-JT	10 55 422401 1001	50.94
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-NIGHT RIDERS, NIGHT HAWKS, TGIF, SHINING STARS MONSTER MASH CLUB SUPPLIES-SC1	10 55 422401 1001	5.00
TARGET 00008805	PROGRAM SUPPLIES	TARGET 00008805-115 NIGHTHAWKS, 215 TGIF, 314 SHINING STARS, 614 NIGHT RIDERS- CLUB SUPPLIES MONSTER MASH-JT	10 55 422401 1001	6.94
AMAZON	PROGRAM SUPPLIES	AMAZON-0315 SHINING STARS (POTTERY PALLET)- POTTERY KITS FOR 23 PPT-PP	10 55 422401 1001	25.99
JEWEL	PROGRAM SUPPLIES	JEWEL-STAFF ENRICHMENT EVENT-RH	10 55 422406 1006	26.91
AMAZON	PROGRAM SUPPLIES	AMAZON-PURSUIT REPLACEMENT-DC	10 55 422406 1006	106.23
ALDI 40055	PROGRAM SUPPLIES	ALDI 40055-HAPPY HOUR FOOD -CD1	10 55 422406 1006	6.09
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-HAPPY HOUR FOOD -CD1	10 55 422406 1006	16.66
JEWEL	PROGRAM SUPPLIES	JEWEL-DINNER CLUB PROGRAM SUPPLIES-GM2	10 55 422406 1006	65.74
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PROGRAM SUPPLIES FOR DINNER CLUB-GM2	10 55 422406 1006	8.75
ALDI 40055	PROGRAM SUPPLIES	ALDI 40055-3030 CUISINE CRITICS		
DOLLAR TREE	PROGRAM SUPPLIES	INGREDIENTS FOR CAJUN SAUSAGE PASTA AND BREAD PUDDING. MORE CUTLERY, PLATES, AND SPONGE FOR DISHES. 16 PARTICIPANTS -AU	10 55 422406 1006	68.41
ALDI 40055	PROGRAM SUPPLIES	DOLLAR TREE-PROGRAM SUPPLIES-AC	10 55 422406 1006	58.75
WM SUPERCENTER #1897	PROGRAM SUPPLIES	ALDI 40055-HAPPY HOUR FOOD -CD1	10 55 422406 1006	18.79
DOLLAR TREE	PROGRAM SUPPLIES	WM SUPERCENTER #1897-PROGRAM GROCERIES FOR DINNER CLUB-GM2	10 55 422406 1006	57.10
		DOLLAR TREE-PROGRAM SUPPLIES-AC	10 55 422406 1006	15.00

		ALDI 40092-3030 CUISINE CRITICS INGREDIENTS FOR BAKED ZITI, SALAD, BROWNIES. 16 PARTICIPANTS-AU	10 55 422406 1006	61.97
JEWEL	PROGRAM SUPPLIES	JEWEL-YARB PROGRAM SUPPLIES -CD5	10 55 422406 1006	81.02
JEWEL	PROGRAM SUPPLIES	JEWEL-SUPER STARS SUPPLIES -	10 55 422406 1006	3.78
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-COMMUNITY TRAVELERS RETURN -CD2	10 55 422406 1006	(2.69)
ALDI 40055	PROGRAM SUPPLIES	ALDI 40055-HAPPY HOUR FOOD -CD1	10 55 422406 1006	17.35
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-COMMUNITY TRAVELERS SUPPLIES -CD2	10 55 422406 1006	16.07
JEWEL	PROGRAM SUPPLIES	JEWEL-3030 CUISINE CRITICS COOKING SUPPLIES FOR CHICKEN POT PIES AND APPLE PIES 16 PARTICIPANTS-AU	10 55 422406 1006	87.33
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-YARB SUPPLIES -CD5	10 55 422406 1006	14.00
ALDI 40077	PROGRAM SUPPLIES	ALDI 40077-PROGRAM GROCERIES FOR DINNER CLUB-GM2	10 55 422406 1006	41.29
AMAZON	PROGRAM SUPPLIES	AMAZON-BIN LABELS-AB2	10 55 422406 1006	8.94
JEWEL	PROGRAM SUPPLIES	JEWEL-YARB SUPPLIES-CD5	10 55 422406 1006	93.27
ALDI 40055	PROGRAM SUPPLIES	ALDI 40055-HAPPY HOUR FOOD -CD1	10 55 422406 1006	13.31
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-HAPPY HOUR FOOD -CD1	10 55 422406 1006	5.69
TARGET 00008805	PROGRAM SUPPLIES	TARGET 00008805-VENTURE SQUAD SUPPLIES -CD2	10 55 422406 1006	43.98
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PROGRAM SUPPLIES-	10 55 422406 1006	1.25
JEWEL	PROGRAM SUPPLIES	JEWEL-PROGRAM GROCERIES FOR DINNER CLUB-GM2	10 55 422406 1006	73.41
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPORT SERVICES SUPPLY REVAMP-VG	10 55 422406 1006	49.99
WM SUPERCENTER #1814	PROGRAM SUPPLIES	WM SUPERCENTER #1814-SUPPLIES FOR FITNESS BINGO-KZ	10 55 422406 1006	8.72
JEWEL	PROGRAM SUPPLIES	JEWEL-PROGRAM GROCERIES FOR CUISINE CRITICS-GM2	10 55 422406 1006	64.71
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPORT SERVICES SUPPLY REVAMP-VG	10 55 422406 1006	84.96
WALMART	PROGRAM SUPPLIES	WALMART-3020 AFTERNOON CLUB - SNACKS FOR 15PPT. KOOL AID, POPCORN BUTTER, POPCORN CHEDDAR, VEGGIE CHIPS- PP	10 55 422406 1006	27.94
AMAZON	PROGRAM SUPPLIES	AMAZON-PROGRAM SUPPLIES-DC	10 55 422409 1009	106.23
DISNEY PLUS	PROGRAM SUPPLIES	DISNEY PLUS-PROGRAM SUPPLIES-DC	10 55 422409 1009	12.99
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-DRINKS, PLATES, AND SILVERWARE FOR FRIENDSGIVING -	10 55 422409 1009	49.93
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	35.49
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-DRINKS AND SNACKS FOR FRIENDSGIVING - HEPDP	10 55 422409 1009	48.97
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PROGRAM AND PARTY SUPPLIES-DC	10 55 422409 1009	47.50
AMAZON	PROGRAM SUPPLIES	AMAZON-COMMAND STRIPS-PURSUIT-KR	10 55 422409 1009	27.04
AMAZON	PROGRAM SUPPLIES	AMAZON-PROGRAM SUPPLIES-DC	10 55 422409 1009	7.49
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	29.27
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	27.58
TARGET 00011767	PROGRAM SUPPLIES	TARGET 00011767-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	39.50
HULU	PROGRAM SUPPLIES	HULU-DISNEY/HULU SUBSCRIPTION- 2 SITES-CL	10 55 422409 1009	12.99
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT WHEELING COOKING SUPPLIES-PWPD	10 55 422409 1009	10.97
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-INGREDIENTS FOR COOKING-HEPDP	10 55 422409 1009	13.03
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	37.73
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	23.98
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	5.45
WALGREENS.COM PHOTO #1	PROGRAM SUPPLIES	WALGREENS.COM PHOTO #1-STAFF GOING AWAY GIFT-DC	10 55 422409 1009	21.99
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	9.85
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	19.96
JEWEL	PROGRAM SUPPLIES	JEWEL-MASTERCHEF TRIP SUPPLIES- 2 SITES-CL	10 55 422409 1009	43.92
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-INGREDIENTS FOR COOKING AND SUPPLIES FOR THE SITE -HEPDP	10 55 422409 1009	34.67
WALMART	PROGRAM SUPPLIES	WALMART-INGREDIENTS FOR COOKING-	10 55 422409 1009	19.65
AMAZON	PROGRAM SUPPLIES	AMAZON-PROGRAM SUPPLIES-DC	10 55 422409 1009	29.97
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	10.79
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-INGREDIENTS FOR COOKING-	10 55 422409 1009	22.00
ALDI 40066	PROGRAM SUPPLIES	ALDI 40066-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	20.30
WALMART	PROGRAM SUPPLIES	WALMART-MASTERCHEF TRIP SUPPLIES- 2 SITES-CL	10 55 422409 1009	47.77
WM SUPERCENTER #1735	PROGRAM SUPPLIES	WM SUPERCENTER #1735-PURSUIT WHEELING COOKING SUPPLIES-PWPD	10 55 422409 1009	13.25
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	6.72
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-INGREDIENTS FOR COOKING-HEPDP	10 55 422409 1009	20.22
WALMART	PROGRAM SUPPLIES	WALMART-INGREDIENTS FOR COOKING AND SUPPLIES FOR THE SITE -	10 55 422409 1009	73.47
DISNEY PLUS	PROGRAM SUPPLIES	DISNEY PLUS-DISNEY PLUS BILL-JT	10 55 422409 1009	12.99
AMAZON	PROGRAM SUPPLIES	AMAZON-PURSUIT BG PROGRAM SUPPLIES-CL	10 55 422409 1009	26.84
JEWEL	PROGRAM SUPPLIES	JEWEL-SUPPLIES FOR WHISK AND RISK EVENT-HEPDP	10 55 422409 1009	30.73
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	54.69
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-DRINKS FOR WHISK AND RISK DAY-	10 55 422409 1009	14.16
MARIANOS #506	PROGRAM SUPPLIES	MARIANOS #506-COOKIES FOR WHISK AND RISK DAY-	10 55 422409 1009	36.22
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	20.56
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	39.60
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	9.36
WALMART	PROGRAM SUPPLIES	WALMART-PURSUIT WHEELING COOKING SUPPLIES-PWPD	10 55 422409 1009	14.81
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PURSUIT BG P J DAY SUPPLIES-PBGPD	10 55 422409 1009	12.50
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	14.97
TARGET 00008359	PROGRAM SUPPLIES	TARGET 00008359-INGREDIENTS FOR COOKING-HEPDP	10 55 422409 1009	13.38
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-DRINKS FOR DISNEY DAY-	10 55 422409 1009	6.13
WALMART	PROGRAM SUPPLIES	WALMART-INGREDIENTS FOR COOKING-	10 55 422409 1009	13.79
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	77.79
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	26.76
TARGET 00008359	PROGRAM SUPPLIES	TARGET 00008359-INGREDIENTS FOR COOKING-HEPDP	10 55 422409 1009	26.74
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	16.78
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	8.47
TRADER JOE S #705	PROGRAM SUPPLIES	TRADER JOE S #705-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	22.95
WALMART	PROGRAM SUPPLIES	WALMART-INGREDIENTS FOR COOKING-	10 55 422409 1009	30.21
WALMART	PROGRAM SUPPLIES	WALMART-WHEELING COOKING SUPPLIES-PWPD	10 55 422409 1009	18.00
WALMART	PROGRAM SUPPLIES	WALMART-INGREDIENTS FOR COOKING -HEPDP	10 55 422409 1009	16.26
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-SNACKS FOR HALLOWEEN PARTY -	10 55 422409 1009	26.76
WM SUPERCENTER #1735	PROGRAM SUPPLIES	WM SUPERCENTER #1735-HALLOWEEN PARTY SUPPLIES 2 SITES-CL	10 55 422409 1009	39.48
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-WHEELING HALLOWEEN PARTY SUPPLIES-PWPD	10 55 422409 1009	13.25

WM SUPERCENTER #1404	PROGRAM SUPPLIES	WM SUPERCENTER #1404-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	32.65
MORETTI'S SCHAUMBURG	PROGRAM SUPPLIES	MORETTI'S SCHAUMBURG-TEAM OUTING-PURSUIT-KR	10 55 422409 1009	58.29
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-PROGRAM SUPPLIES-DC	10 55 422409 1009	49.55
AMAZON	PROGRAM SUPPLIES	AMAZON-PROGRAM SUPPLIES-DC	10 55 422409 1009	5.99
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT SUPPLIES-PMPPD	10 55 422409 1009	6.98
AMAZON	PROGRAM SUPPLIES	AMAZON-SUPPLIES FOR PURSUIT-JT	10 55 422409 1009	25.79
MEIJER STORE #228	PROGRAM SUPPLIES	MEIJER STORE #228-PROGRAM SUPPLIES-DC	10 55 422409 1009	8.47
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PROGRAM SUPPLIES-DC	10 55 422409 1009	17.50
JEWEL	PROGRAM SUPPLIES	JEWEL-PURSUIT BG COOKING SUPPLIES-PBGPD	10 55 422409 1009	16.40
DOLLAR TREE	PROGRAM SUPPLIES	DOLLAR TREE-PURSUIT SUPPLIES-PRMCC	10 55 422409 1009	1.25
WM SUPERCENTER #1735	PROGRAM SUPPLIES	WM SUPERCENTER #1735-PURSUIT WHEELING COOKING SUPPLIES-PWPD	10 55 422409 1009	16.02
WM SUPERCENTER #1420	PROGRAM SUPPLIES	WM SUPERCENTER #1420-SNACKS FOR PJ PARTY-HEPDP	10 55 422409 1009	21.95
WALMART	PROGRAM SUPPLIES	WALMART-SUPPLIES FOR SITE -HEPDP	10 55 422409 1009	31.52
AMAZON	PROGRAM SUPPLIES	AMAZON-WEIGHTED BLANKET FOR HE-JT	10 55 422409 1009	41.79
WALMART	PROGRAM SUPPLIES	WALMART-SNACKS FOR PJ PARTYI -	10 55 422409 1009	22.16
SAMS CLUB #6487	PROGRAM SUPPLIES	SAMS CLUB #6487-PAPER PRODUCT RESTOCK-KM	10 55 422411 0000	215.73
SP GIVENKIND	PROGRAM SUPPLIES	SP GIVENKIND-KITCHEN SILVERWARE-KM	10 55 422411 0000	17.80
CRISIS PREVENTION INST	PROGRAM SUPPLIES	CRISIS PREVENTION INST-CPI BOOKS-VG	10 55 422413 0000	499.35
TARGET 00018960	PROGRAM SUPPLIES	TARGET 00018960-FRIENDSGIVING SUPPLIES FOR STAFF ENRICHMENT COMMITTEE-SC2	10 55 422422 0000	44.53
TARGET 00018960	PROGRAM SUPPLIES	TARGET 00018960-DECEMBER GINGERBREAD HOUSE CONTEST-TEAM BUILDING FOR STAFF ENRICHMENT COMMITTEE-SC2	10 55 422422 0000	120.00
SQ TRAVELIN TOM S CO	PROGRAM SUPPLIES	SQ TRAVELIN TOM S CO-TRAVELIN TOM'S COFFEE TRUCK - STAFF ENRICHMENT-AD	10 55 422422 0000	258.75
TARGET 00018960	PROGRAM SUPPLIES	TARGET 00018960-EXTRA BREAKFAST ITEMS TO GO ALONG WITH TRAVELING TOM'S COFFEE TRUCK-SC2	10 55 422422 0000	80.72
MENARDS LONG GROVE IL	PROGRAM SUPPLIES	MENARDS LONG GROVE IL-WHEELING GREENHOUSE SUPPLIES-PWPD	10 55 422424 0000	76.66
AMAZON	PROGRAM SUPPLIES	AMAZON-WHEELING GREENHOUSE SUPPLIES-CL	10 55 422424 0000	23.39
AMAZON	PROGRAM SUPPLIES	AMAZON-WHEELING GREENHOUSE SUPPLIES-CL	10 55 422424 0000	17.99
MENARDS LONG GROVE IL	PROGRAM SUPPLIES	MENARDS LONG GROVE IL-WHEELING GREENHOUSE SUPPLIES-PWPD	10 55 422424 0000	146.06
CANON SOLUTIONS AMER I	PRINTING	CANON SOLUTIONS AMER I-CANON MAINTENANCE-JD	10 60 422901 0000	241.33
WAREHOUSE DIRECT	PRINTING	WAREHOUSE DIRECT-PAPER-KS	10 60 422904 0000	399.80
DLX FOR SMALLBUSINESS	PRINTING	DLX FOR SMALLBUSINESS-RESTOCK OF NWSRA OPERATING CHECKS-NE	10 60 422910 0000	451.35
JEWEL	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	JEWEL-JEWEL - PUBLIC AWARENESS - AG-AG	10 61 423101 0000	24.76
WALGREENS #3512	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	WALGREENS #3512-WALGREENS - PUBLIC AWARENESS - AG-AG	10 61 423101 0000	13.09
EDIBLE.COM	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	EDIBLE.COM-PURSUIT FAMILY BEREAVEMENT GIFT-CL	10 61 423101 0000	102.18
CONDOLENCES.COM	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	CONDOLENCES.COM-FLOWERS FOR PARTICIPANTS FUNERAL-RH	10 61 423107 0000	131.47
FYF FROMYOUFLOWERS	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	FYF FROMYOUFLOWERS-GET WELL SOON FLOWERS - EMMA UPDIKE-AD	10 61 423107 0000	60.20
DAILY HERALD	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	DAILY HERALD-DAILY HERALD SUBSCRIPTION -TD	10 61 423108 0000	226.80
WALMART	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	WALMART-OUTREACH SUPPLIES-RH	10 61 423111 0000	240.49
WALGREENS #4464	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	WALGREENS #4464-OUTREACH SUPPLIES-RH	10 61 423111 0000	46.47
GOODWILL RETAIL #090	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	GOODWILL RETAIL #090-OUTREACH SUPPLIES -ST	10 61 423111 0000	18.67
LOWES #02529	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	LOWES #02529-OUTREACH SUPPLIES -ST	10 61 423111 0000	8.01
SAVERS - 1210	PUBLIC AWARENESS/SUBSCRIPTIONS/ADS	SAVERS - 1210-OUTREACH SUPPLIES -ST	10 61 423111 0000	16.45
MELIO MELIO	INDEPENDENT CONTRACTORS	MELIO MELIO-OFFICIAL FINDERS SERVICE FEE-AB2	10 65 424411 1011	5.22
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	MELIO OFFICIAL FINDERS-OFFICIAL FINDERS REF FEE-AB2	10 65 424411 1011	180.00
MELIO MELIO	INDEPENDENT CONTRACTORS	MELIO MELIO-OFFICIAL FINDERS SERVICE FEE-AB2	10 65 424411 1011	1.45
MELIO OFFICIAL FINDERS	INDEPENDENT CONTRACTORS	MELIO OFFICIAL FINDERS-OFFICIAL FINDERS REF-AB2	10 65 424411 1011	50.00
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS - BRT PRESCHOOL-KM1	10 69 450002 0002	37.98
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS- BARTLETT PRESCHOOL-KM1	10 69 450002 0002	36.00
AMAZON	INCLUSION	AMAZON-BUFFALO GROVE SUPPORTS -ST	10 69 450003 0002	225.94
AMAZON	INCLUSION	AMAZON-SUPPORTS FOR BUFFALO GROVE -ST	10 69 450003 0002	132.98
AMAZON	INCLUSION	AMAZON-BUFFALO GROVE SUPPORTS -ST	10 69 450003 0002	51.83
AMAZON	INCLUSION	AMAZON-ELK GROVE SUPPLIES -ST	10 69 450004 0002	51.57
AMAZON	INCLUSION	AMAZON-ELK GROVE SUPPORTS -ST	10 69 450004 0002	9.99
AMAZON	INCLUSION	AMAZON-ELK GROVE SUPPORTS -ST	10 69 450004 0002	9.99
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORT - HP PRESCHOOL-KM1	10 69 450005 0002	65.91
AMAZON	INCLUSION	AMAZON-WEIGHTED BLANKET RIVER TRAILS-CC1	10 69 450011 0002	24.69
AMAZON	INCLUSION	AMAZON-SALT CREEK SUPPORTS -ST	10 69 450013 0002	19.59
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS - ENDERS-KM1	10 69 450014 0002	15.98
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS-KM1	10 69 450014 0002	5.59
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS - DIRKSEN-KM1	10 69 450014 0002	52.56
AMAZON	INCLUSION	AMAZON-SENSORY SUPPORTS - NERGE-KM1	10 69 450014 0002	37.98
AMAZON	INCLUSION	AMAZON-INCLUSION SUPPORTS - MEINEKE-KM1	10 69 450014 0002	7.89
AMAZON	INCLUSION	AMAZON-BINS-AC	10 69 450018 0002	26.60
SP SAGAMORE PUB	INCLUSION	SP SAGAMORE PUB-TRAINING MATERIALS-KM1	10 69 450021 0002	62.40
AMAZON	INCLUSION	AMAZON-TRAINING BOOK -AC	10 69 450021 0002	38.89
AMAZON	INCLUSION	AMAZON-TRAINING MATERIALS-KM1	10 69 450021 0002	38.89
AMAZON	INCLUSION	AMAZON-HOLIDAY CARDS -ST	10 69 450022 0002	19.98
AMAZON	INCLUSION	AMAZON-STAFF AND PD HOLIDAY/BIRTHDAY CARDS-AC	10 69 450022 0002	93.10
AMAZON	BUILDING/MAINTENANCE	AMAZON-CAMERA -TD	20 80 460004 2311	1,899.00
Total Warrant for November Electronic Accounts Payable				\$ 50,682.85

Staff Reports

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Date: January 21, 2026
To: NWSRA Board of Directors
From: Sara Carey, Manager of Human Resources
Andrea Griffin, Executive Director
Re: Human Resource Report for January NWSRA Board Meeting

Recruitment/Retention

During the months of November and December, NWSRA continued to prioritize recruitment efforts to ensure adequate staffing levels to support programs and services. Key recruitment activities during this period included the successful hiring of new staff, the development of a winter hiring flyer, and the initiation of outreach efforts through local job fairs.

New Hires

Throughout November and December, NWSRA successfully onboarded seven 7 new hires across program and support roles which include:

- 3 Inclusion Aides
- 4 Program Assistants

These hires help strengthen staffing capacity during the winter season and support continuity of services for participants. Recruitment efforts focused on identifying candidates who align with NWSRA's mission, values, and commitment to inclusive recreation.

Summer Planning Initiatives

In preparation for the upcoming summer season, recruitment efforts are moving full swing into summer planning, particularly for camp and inclusion staffing needs. Planning activities underway include:

- Identifying anticipated staffing levels and hiring targets for summer camps and inclusion services.
- Collaborating with program leadership to establish training dates and onboarding timelines.
- Aligning recruitment strategies to ensure sufficient staffing well in advance of program start dates.

Early planning is intended to support timely hiring, comprehensive training, and program readiness for the summer season.

Referral Program Bonuses

NWSRA's Referral Bonus continued to generate a pipeline for new hires. At the completion of the Fall Program Season, we awarded a total of \$200 to 7 (1 employee referred 2 candidates) current team employees who referred candidates to NWSRA and we're hired. In order for the current staff to receive the \$25.00 referral bonus their candidate must be hired and work an entire program season. We will be adding verbiage to our summer recruitment flyers advertising this incentive. The Human Resources Coordinator will also be talking about this Referral Program during the interview process.

Compliance/Risk Management

Benefit Accuracy

To ensure compliance and accuracy, the Manager of Finance and the Manager of Human Resources spent the day exclusively ensuring that all benefit deductions were input correctly into Paycom on January 2.

Since 2025 was the first year that we were completing Year-End with Paycom, the Manager of Finance and the Manager of Human Resources worked closely with our Paycom representatives ensuring that all Year-End processes were completed accurately ensuring a smooth transition into W2 season.

As W2 season is wrapping up, our compliance focus will shift to ACA compliance and ensuring that submitting this data is done accurately and on time. We will be taking part in Paycom's ACA Webinar series and will continue to partner with Paycom partners and our district partners.

Compensation and Benefits

The Manager of Human Resources successfully launched a new Flexible Benefits carrier for the 2026 plan year. All enrollments and rollover balances have been inputted into Catapult's FSA system allowing for a seamless transition from the carrier Flexible Benefits to our new carrier.

With the goal of being fiscally responsible with our part-time pay rates and training, we brought to the board in November 2025 the proposal of instituting a universal training rate for all part time employees which reflects the current state minimum wage. This was passed and communicated to all part time employees at the first of the year through Paycom. The Human Resources Memo was posted to Paycom with an acknowledgement section for each employee. This acknowledgement requirement will allow the Manager of Human Resources to follow-up with individual employees to ensure that they are aware of this policy change. All offer letter templates have been updated to reflect this change.

Training and Development

All Team In-services were conducted during the months of December and January. The topics included the following:

- Budget Overview to improve knowledge of the NWSRA budget
- Team Building/Personalities to increase awareness of different communication and work styles based on personalities.
- Excel Training
- Epact and RecTrak Training
- Mental Health First Aid Training
- CPR/First Aid Training
- CPI Training
- Behavior Team: Crisis Training/Confidence/Decision Making Skills

These trainings were designed and presented to increase knowledge across a variety of topics for the staff. We will continue to plan additional In-services to grow and develop our Full-Time staff in 2026.

This memo is for informational purposes only; no Board action is required at this time.

Date: January 21, 2026
To: NWSRA Board of Directors
From: Nick Eckelberry, Manager of Finance
Andrea Griffin, Executive Director
Re: 4th Quarter FY 2025 Budget Variance Explanation Review

The Budget vs. Actual Report for the fourth quarter ending December 31, 2025, has been completed and reviewed by the NWSRA Leadership Team. During this review, a 10% variance was used as the indicator for explanation. The following pages list the line-by-line descriptions as well as explanations for any variance outside the 10% parameters.

2025 Justifications

Income

31 Member District Annual Assessment (MDAA) – 100.00%

The NWSRA Member Districts approve the Member District Annual Assessments in July to take to each of their Boards for approval.

This line is within the designated variance parameters.

32 Program Fees – 102.85%

This line item includes fees collected for Clubs, Weekly programs, Leisure Ed., Summer Camps, Special Events and the Adult Day Program.

This line is within the designated variance parameters.

33 Transportation- Door to Door – 105.23%

This line item includes fees collected for participants receiving transportation from their residence and then dropped off at the same location at the end of the program.

This line is within the designated variance parameters.

34 Transportation- Pick up Points – 47.21%

This line item includes fees collected for participants receiving transportation from a designated pick-up location and then dropped off at the same location at the end of the program. Pick up points were set in NWSRA quadrant for a regional approach.

This line is under designated variance parameters due to not being able to charge for PURSUIT transportation pick up points.

35 Non-Program Revenue – 94.98%

This line item includes the revenue that comes into the agency such as the P-card rebate checks, speaker honorarium for speaking fees, PDRMA Accreditation award and PURSUIT reimbursements (rent, staff and drivers) as well as any SLSF donations received during the registration process.

This line is within the designated variance parameters.

36 SLSF Grant Contributions – 101.66%

This line item includes grant funding requested by NWSRA for Lightning Athletes, Accessible Vehicles, Scholarships, Inclusion, General Program Support, and Adaptive Equipment.

This line is within the designated variance parameters.

37 Sale of Fixed Assets – 2,327.50%

This line represents the sale of equipment, furniture, or vehicles.

This line is over designated variance parameters due to the sale of 2 busses, printers, phones, industrial coffee pot and Hoyer lifts.

38 Interest – 141.65%

This line item includes interest earned on the Operating and Investment accounts.

This line is over designated variance parameters due to multiple high-interest CDs maturing in 2025.

Administration Expenses

41 Professional Fees – 133.32%

This line item is for professional fees such as legal fees, HR Source annual fees, and file retention.

This line is over designated variance parameters due to legal fees from former staffing issues.

65 Independent Contractors – 89.58%

This line item includes expenses for independent contractors of Day Camps, General Programs, offices, Trips, PURSUIT, Athletics, and Leisure Ed.

This line is below the designated variance parameters due to using full time staff for swim programs in lieu of using contracted swim instructors.

64 Payroll Processing – 227.55%

This line item includes expenses for direct deposit fees, FSA fees, and W-2 processing.

This line is over designated variance parameters due to numerous Accufund meetings for W-2 filings being held in Q1 with Superintendent of Finance. In addition, the penalty fee for IL state payroll taxes being paid late.

42 Office Supplies – 100.64%

This line item includes expenses for locksmith/keys, office furniture, office supplies, and miscellaneous office needs.

This line is within the designated variance parameters.

43 Bank Fees – 106.03%

This line item includes all credit card processing and banking fees.

This line is within the designated variance parameters.

44 Postage – 92.37%

This line item includes all postage expenses and rental of the postage machine.

This line is within the designated variance parameters.

45 Telephone/Fax – 98.89%

This line item includes the agency phone service, Director phone and staff cell phone expenses.

This line is within the designated variance parameters.

46 Conference/Education – 104.65%

This line item includes expenses for the NRPA conference, State Conference, Continuing Education Workshops /CEU/ Professional Development Schools, IPRA/IAPD, ITRS, SPRA, ILTRA professional meetings, ATRA, local meetings, and evaluation meetings for staff.

This line is within the designated variance parameters.

47 Memberships/Certifications – 98.13%

This line item includes expenses for IPRA, NRPA, SPRA memberships, CTRS exams and annual maintenance, CPRP exam and renewal fees, safety training, CDL reimbursement and renewal,

and miscellaneous membership fees (ATRA, ILTRA, other disability organizations and associations).

This line is within the designated variance parameters.

49 Maintenance/Utilities- 92.41%

This line item includes services from the Rolling Meadows Park District for Condo maintenance, internet, natural gas, electric and cleaning supplies for the offices and all programming spaces.

This line is within the designated variance parameters.

50 Rent – 99.70%

This line item includes Park Central Condo fees as well as rent for the NWSRA programming spaces at RMCC, HPCC, MPCC, WCC, BGCC and HEPD.

This line is within the designated variance parameters.

51 Computer – 84.14%

This line item includes computer service and repairs, software, hardware, framework support and website hosting.

This line is below the designated variance parameters due to staff renegotiating the contract with PowerDMS and the agency not needing to renew several firewall licenses until 2027.

Program Expenses

52 Rental Municipal – 78.46%

This line item includes Member District rentals, NSSEO, School Districts, SRA rentals, and churches.

This line is under designated variance parameters due to not offering the Parkour program and not attending Boomers game for PURSUIT.

53 Commercial Expenses – 104.93%

This line item includes expenses for ticketed events and community outings.

This line is within the designated variance parameters.

54 Program Development – 82.26%

This line item includes expenses for new programming endeavors.

This line is under designated variance parameters due to coming in under budget for the Greenhouse open house and products for replacement for sensory rooms came in under budget.

55 Program Supplies – 94.44%

This line item includes paper products, t-shirts/apparel / uniforms, nametags / Business cards, awards/recognition/incentives, Library resources, AV, general recreation supplies/crafts, food, meetings, orientations, program supplies, and miscellaneous.

This line is within the designated variance parameters.

56 Commercial Transportation – 108.21%

This line item includes expenses for transportation services for Summer Day Camp and Leisure Education.

This line is within the designated variance parameters.

58 Transportation Maintenance – 101.44%

This line item includes vehicle service fees and maintenance fees.

This line is within the designated variance parameters.

57 Mileage – 81.38%

This line item is for the mileage reimbursement based on the Federal rate.

This line is under designated variance parameters due to reduction in staff submitting for their mileage reimbursement.

59 Gas/Tolls – 93.02%

This line item is the expense of gasoline for the NWSRA vehicle fleet, tolls and parking.

This line is within the designated variance parameters.

60 Printing – 88.54%

This line item includes program brochures, day camp brochures, copier leases, printer supplies, paper and other printed materials for PR and marketing.

This line is under the designated variance parameters due to budgeting conservatively with new printer services through Canon and coming in under budget. This budget has been adjusted for FY 2026.

61 Public Awareness/Subscriptions/Ads – 76.79%

This line item includes expenses for awards and recognition, ads, online advertising, staff recognition, recruitment and outreach.

This line is under designated variance parameters due to spending less on recruitment advertising.

Salary Expenses

62 Full Time Salaries – 94.63%

This line item includes salary expenses for full-time staff as well as the Director's car allowance.

This line is within the designated variance parameters.

63 Part Time Salaries – 113.16%

This line item includes the wages for all hourly part-time employees.

This line is above the designated variance parameters due to increased staffing needs for programs such as day camp, as well as this line item being cut significantly during the budgeting process for this fiscal year.

66 Liability – 121.22%

This line item includes expenses for Property, Liability, Workers' Compensation, employment and pollution, unemployment INS, background checks, safety incentives, physicals and drug screenings.

This line is above the designated variance parameters due to paying out unemployment benefits to former full time staff.

69 Inclusion – 102.02%

This line item includes expenses for Inclusion Aide support, Member Park District inclusion reimbursements, Behavior Specialist/Rover salary, training/orientation and misc. supplies.

This line is within the designated variance parameters.

67 FICA – 98.98%

This line item includes expenses for FICA.

This line is within the designated variance parameters.

68 IMRF – 89.96%

This line item includes expenses for IMRF.

This line is below the designated variance parameters due to having one full-time position open throughout the year.

48 Health Insurance – 82.41%

This line item includes expenses for Health Insurance for full-time employees.

This line is below the designated variance parameters due to having one full-time position open throughout the year.

Capital Expenses

80 Capital Fund – 83.24%

This line item includes expenditures for vehicles, ADA Transition Plan costs, construction costs, computers, and other capital expenditures outlined in the Capital Improvement Plan approved by the NWSRA Board of Directors.

This line is below the designated variance parameters due to purchase of vehicles coming in under budget as well as software implementation for RecTrac and Paycom coming in under budget.

GENERAL MARKETING

- Published and promoted the Winter/Spring brochure, marking the first season to successfully implement online registration as part of the NWSRA registration process.
- Collaborated closely with the Human Resources team to develop and deploy seasonal hiring and recruitment marketing materials for the winter season.
- Published the November and December Now newsletters, keeping stakeholders informed of organizational updates, programs, and highlights.
- Produced the NWSRA/SLSF 2025 Year in Review video, highlighting key achievements and successes across both organizations.
- Submitted multiple award entries to the Illinois Park and Recreation Association (IPRA), recognizing excellence in both programming and marketing initiatives.

PROJECT UPDATES

- Website: Completed a comprehensive rewrite of all website content. Weblinx is currently formatting and building this content into our new website, with staff anticipating access to a working version of the new site by the end of January



SLSF MARKETING

- Completed all marketing collateral for the 2025 Celebrate Ability Gala, including the production of the event's impact video.
- Developed comprehensive marketing materials for the Holiday Luncheon, including social media campaigns, promotional materials, day-of signage, and supporting assets.
- Created and distributed the SLSF Annual Holiday Appeal, supporting year-end fundraising efforts.
- Designed and produced the invitation for the Gold Medal Fashion Show.
- Actively running the Meet the Model campaign, highlighting individual models and building excitement and engagement leading up to the fashion show.

TECHNOLOGY

- The agency made the strategic decision to migrate the majority of its on-premises file storage to Microsoft SharePoint. The project launched in late November, with an official cutover expected by the end of the month. This transition will allow staff to securely access files and collaborate outside of the agency's network without the need for a VPN, simplifying workflows, enhancing security, and reducing licensing costs.

IN PROGRESS

- In preparation for the Gold Medal Fashion Show staff are conducting model interviews to highlight all the individuals we have modeling this year.

WEBSITE STATISTICS

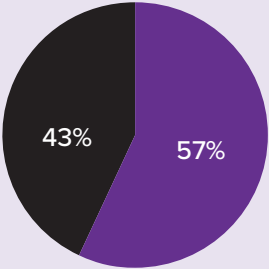
www.nwsra.org

10.6K

TOTAL PAGE VIEWS

4.5K

TOTAL SESSIONS



New Visitor

Returning Visitor

1.3K NEW VISITORS

MOST VISITED PAGES		
PAGE VIEWS		
AVG. TIME SPENT		
1. NWSRA Homepage	3,561	15 sec
2. NWSRA NWSRA Brochure	3,267	18 sec
3. NWSRA Employment Opportunitie	597	13 sec
4. NWSRA Staff Contacts	556	39 sec
5. NWSRA PURSUIT	254	21 sec
6. NWSRA Acitivity Center	232	16 sec
7. NWSRA About	188	24 sec
8. NWSRA Athletics	172	29 sec
9. NWSRA Directors	164	6 sec
10. NWSRA Meeting Info	162	28 sec

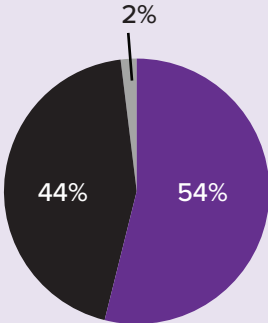
TOP CHANNELS

How people visit the website



Social Media	2%
Referral	4%
Organic Search	50%
Direct Search	44%

DEVICES BEING USED




Desktop


Mobile

Tablet

SOCIAL MEDIA STATISTICS




People Reached: 8.8K
Total Page Likes: 9.4K
Page Vists: 3K



Profile Vists: 253
Post Reach: 1K
Total Followers: 1.3K



Total Followers: 405
Tweet Impressions: N/A
Profile Visits: N/A



Post Impressions: 3,265
Total Followers: 1,698
Page Views: 91

TRENDING POSTS

- Todat at NWSRA's All Staff meeting, the...
- A huge thank you to Inspire Through Flowers...
- Thank you to everyone who joined us for the...
- Congratulations to PURSUIT Mt. Prospect...
- Join NWSRA for cheerful evening as...



WEBSITE STATISTICS

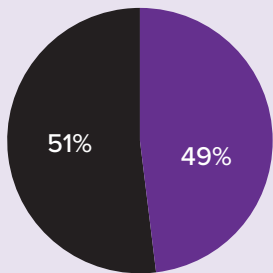
www.nwsra.org

10.2K

TOTAL PAGE VIEWS

4.4K

TOTAL SESSIONS



■ New Visitor
■ Returning Visitor

1.3 K NEW VISITORS

MOST VISITED PAGES

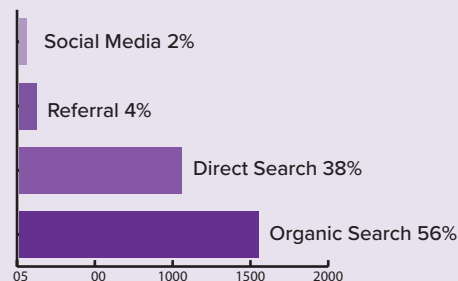
MOST VISITED PAGES	PAGE VIEWS	AVG. TIME SPENT
1. NWSRA Homepage	3,635	22 sec
2. NWSRA Brochure	2,688	16 sec
3. NWSRA Staff Contacts	718	38 sec
4. NWSRA Employment Opportunities	581	10 sec
5. NWSRA PURSUIT	285	12 sec
6. NWSRA About	231	15 sec
7. NWSRA Activity Center	224	19 sec
8. NWSRA Locations	179	20 sec
9. NWSRA Day Camps	157	15 sec
10. NWSRA Board of Trustees	154	28 sec

PAGE VIEWS

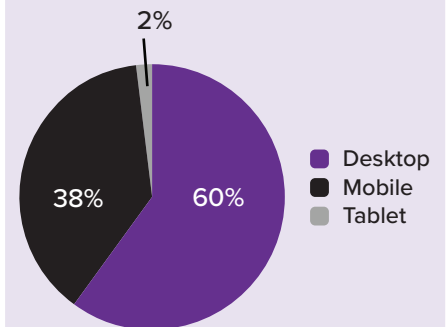
AVG. TIME SPENT

TOP CHANNELS

How people visit the website



DEVICES BEING USED



SOCIAL MEDIA STATISTICS



People Reached: 5.4K
Total Page Likes: 9.4K
Page Vists: 2.9K



Profile Vists: 280
Post Reach: 1.9K
Total Followers: 1.3K



Total Followers: 405
Tweet Impressions: N/A
Profile Visits: N/A



Post Impressions: 2,297
Total Followers: 1,698
Page Views: 70

TRENDING POSTS

- Warm & Cozy Wednesday!...
- Happy Noon Year from our NWSRA campers...
- Kevin T. Kendrigan: The Legacy Behind NWSRA...
- Become a model and shine on the runway...
- And the winner is... Snowy Escape Lodge...





Date: January 21, 2026
To: NWSRA Board of Directors
From: Anne Kiwala, Superintendent of Development
Andrea Griffin, Executive Director
Re: SLSF Update for January NWSRA Board Meeting

2025 Support to NWSRA

Grants to NWSRA	\$ 357,880.27
Capital Support	\$ 74,099.19
Other NWSRA expenses covered by foundation	\$ 30,632.93
Total Monetary Support to NWSRA	\$ 462,612.39

In addition to the budgeted grant funding to support NWSRA, the foundation also directly pays for capital expenses and other expenses that would otherwise be paid by NWSRA. Examples of other expenses paid by the foundation include professional membership and networking fees, sponsoring park district events, the annual Holiday Luncheon, and securing reduced pricing on program supplies.

End of Year Giving

General Donations 11/15/25 – 12/31/25	\$ 37,281.50
Memorial Donations 11/15/25 – 12/31/25	\$ 1,350.00
Holiday Appeal Donations 11/15/25 – 12/31/25	\$ 1,900.62
Total End of Year Giving	\$ 40,532.12

End-of-Year Giving includes general and memorial donations received between November 15 and December 31, 2025. Holiday Appeal Donations are gifts received directly through the Holiday Appeal and Giving Tuesday campaign during this period.

End-of-year is one of the most important times for charitable giving and serves as a key indicator of donor engagement and fundraising performance for foundations.

Upcoming Events

- SLSF Fashion Show – Sunday, February 22nd
 - o To Attend, Sponsor, or Donate <https://www.slsf.me/fs>

This memo is for informational purposes only; no Board action is required at this time.

Old Business

[Return to Home](#)



Date: January 21, 2026
To: NWSRA Board of Directors
From: Rachel Hubsch, Superintendent of Recreation
Andrea Griffin, Executive Director
Re: Day Camp Transportation Bid

Requested Motion: Motion to approve the Day Camp Transportation Bid of \$141,712.16 from Grand Prairie Transit.

Background/Information:

Bids were received from Grand Prairie Transit, First Student, Yellow Bus, Compass and Timeless at the bid opening on Monday, January 5, 2026, at 10:00 am. All bids were opened, and all bus companies met the bid specs.

A summary of the comparison between the bus companies is attached for Board review.

Grand Prairie Transit came in at the lowest bid. Based on 2026 Day Camp transportation anticipated needs, the expenses for commercial transportation are estimated to be \$141,712.16.

Staff recommend accepting the bid from Grand Prairie Transit with the opportunity to continue services for up to three years, locking in the same rates per the language stated in the bid specs.

Summary of Day Camp Transportation Bid

Requests for commercial transportation bids for NWSRA Day Camp were published in the Daily Herald. Five transportation companies submitted bids for the bid opening on Monday, January 5 at 10:00am. NWSRA staff attending the bid opening were Rachel Hubsch, Superintendent of Recreation and Kate Moran, Manager of Day Camp and Programs.

The table below depicts the fees for the submitted bids.

Company Name	PU/DO Points \$ Amount	Door-To-Door \$ Amount	Charters \$ Amount	Bus Aides \$ Amount	Air Conditioning
Grand Prairie Transit	\$255.92	\$255.92	\$67 per hour (*pu/do point)	\$25.96 per hour	Yes – as many as needed
First Student	\$320.00	\$320.00	\$80 per hour (*gate to gate)	\$28.00 per hour	Yes – as many as needed
Yellow Bus	\$410.53	\$456.14	\$92.86 per hour (*pu/do point)	\$37.50 per hour	Yes – as many as needed
Compass	\$449.00	\$489.00	\$80 per hour (*gate to gate)	\$30.00 per hour	Yes – 44
Timeless	\$550.00	\$580.00	\$95 per hour (*gate to gate)	\$48.00 per hour	Yes – as many as needed

History:

Grand Prairie Transit was awarded the bid in 2013, 2015, 2016, 2017, 2019, 2022, 2024 and 2025. First Student was awarded the bid in 2011, 2012, 2014 and 2018. Safeway was awarded the bid in 2023. NWSRA has never received transportation services from Yellow Bus, Compass or Timeless before.

Reference Checks:

NWSRA has worked with Grand Prairie for numerous years and is very familiar with the staff on site. References were not necessary this year, but Grand Prairie still provided letters of support.

The tables below compare all the bus company's bids based on anticipated 2026 Day Camp transportation needs.

Grand Prairie Transit	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (9 weeks)	\$255.92	5	43			\$55,022.80
PU/DO (4 weeks)	\$255.92	7	20			\$35,828.80
D-T-D Routes (4 weeks)	\$255.92	3	20			\$15,355.20
Field Trips (PU/DO Point)	\$67.00			6	55	\$22,110.00
Bus Aids	\$25.96	3	43	4		\$13,395.36
						\$141,712.16

First Student	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (9 weeks)	\$320.00	5	43			\$68,800.00
PU/DO (4 weeks)	\$320.00	7	20			\$44,800.00
D-T-D Routes (4 weeks)	\$320.00	3	20			\$19,200.00
Field Trips (Gate to Gate)	\$80.00			7	55	\$30,800.00
Bus Aids	\$28.00	3	43	4		\$14,448.00
						\$178,048.00

Yellow Bus	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (9 weeks)	\$410.53	5	43			\$88,263.95
PU/DO (4 weeks)	\$410.53	7	20			\$57,474.20
D-T-D Routes (4 weeks)	\$456.14	3	20			\$27,368.40
Field Trips (PU/DO Point)	\$92.86			6	55	\$30,643.80
Bus Aids	\$37.50	3	43	4		\$19,350.00
						\$223,100.35

Compass	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (9 weeks)	\$449.00	5	43			\$96,535.00
PU/DO (4 weeks)	\$449.00	7	20			\$62,860.00
D-T-D Routes (4 weeks)	\$489.00	3	20			\$29,340.00
Field Trips (Gate to Gate)	\$80.00			7	55	\$30,800.00
Bus Aids	\$30.00	3	43	4		\$15,480.00
						\$235,015.00

Timeless	Daily Rate	# Routes	# Days	# Hours	# Field Trips	Total
PU/DO (9 weeks)	\$550.00	5	43			\$118,250.00
PU/DO (4 weeks)	\$550.00	7	20			\$77,000.00
D-T-D Routes (4 weeks)	\$580.00	3	20			\$34,800.00
Field Trips (Gate to Gate)	\$95.00			7	55	\$36,575.00
Bus Aids	\$48.00	3	43	4		\$24,768.00
						\$291,393.00

New Business

[Return to Home](#)



Date: January 21, 2026
To: NWSRA Board of Directors
From: Andrea Griffin, Executive Director
Re: Review of 2025 Agency Goals

Background/Information:

As staff close out 2025, we would like to share a summary of the agency year-end goals and the progress made across the agency. These goals were established to strengthen internal operations, support staff, and ensure continuity of high-quality programs while positioning the agency for future growth.

Throughout 2025, the focus remained on improving organizational systems, clarifying roles and responsibilities, enhancing communication, and maintaining strong fiscal oversight. Significant efforts were made to support staff development, improve operational efficiency, and align practices with agency policies and compliance standards.

The year-end goals also served as a foundation for identifying priorities moving into 2026. Lessons learned and progress achieved this year have informed staff's planning and will help guide continued improvement and sustainability in the year ahead.

2025 Agency Goals are attached for board reference.

This memo is for informational purposes only; no Board action is required at this time.

NWSRA Agency Goals 2025

Pillar 1: Financial Management Strategic stewardship of revenues and expenses to maximize financial stability of the association			
Strategic Goal	Objectives	Lead	Actions Completed
Establish a financial picture that equitably outlines goals and best practices for NWSRA's operations, reserve fund, capital fund, and member district assessments.	Improve the efficiency and utilization of our financial reporting systems.	Nick Eckelberry	Actively researched new software solutions while continuing to collaborate closely with Account representatives to optimize current system functionality and ensure efficient, accurate reporting.
	Create a plan for long term financial sustainability for specialty projects.	Nick Eckelberry/Leadership Team	Initiated development of a long-term financial sustainability plan for specialty projects. This will include an evaluation of funding strategies, allocation of funds, and alignment with organizational best practices and operational goals.

NWSRA Agency Goals 2025

Pillar 2: Operational Excellence Establishment and monitoring of internal policies, procedures and systems to increase efficiency and organizational preparedness			
Strategic Goal	Objectives	Lead	Actions Completed
Review Voice of the Customer feedback to determine programming offered within the NWSRA brochure.	Analyze program registrations versus cancellations to determine which programs needs to be revamped or removed from each category in the brochure	Kate Moran	Collaboration with the Program Development Team began in Fall, aligning with the 2026 program budgeting process. The Program Development Team is offering new EC programs that better align with D15 preschool schedule. In addition, Social Club age ranges have been adjusted, and we will now offer Special Events in 2026 for all ages.
Implement Research Outreach Initiative (ROI) to evaluate the census, school and stakeholder statistics.	Develop action steps to address the needs for services within the NWSRA footprint based on the report findings.	Rachel Hubsch/Victoria Gonzalez	Collect and analyze stakeholder data through end-of-season evaluations, Q2 through Q4. Launch program surveys and assessments. Currently reviewing outreach efforts and networking opportunities across all 17 Member Districts to inform targeted action steps based on identified service needs to use in 2026.
	Distribute findings and action steps to all stakeholders.	Tom Draper	This will take place within the new strategic plan.
Research, develop and implement a technology Plan to meet the demand of current trends.	Configure and evaluate the online registration software within Civi CRM and investigate adding an option to request scholarships within online registration.	Tom Draper	The implementation of a new registration software system launched in December, with a user-focused rollout for families and participants to enhance the overall registration experience.
	Revamp agency and director's website to enhance user experience to gain information and resources for stakeholders.	Tom Draper	A new, modernized website is currently in development, including an enhanced Directors' portal designed to improve functionality, accessibility, and communication. The roll out will take place in 2026.
Reestablish partnerships with agencies that align with NWSRA's mission and vision to maximize resources.	Establish two new relationships within local High School Athletic Departments to enhance Lightning Athletics and to assist with All Star Games to enhance community engagement.	New Support Services Manager/ Victoria Gonzalez	Staff made contact with Fremd High School - D211. Staff are waiting on students to return paperwork.
Strategic Plan for 2026-2028	Plan and implement internal strategic planning process allowing input from all stakeholders and staff.	Leadership Team	Staff have selected 4D Advising to guide the development of NWSRA's next strategic plan.

NWSRA Agency Goals 2025

Pillar 3: Promoting Leadership Staff engagement and continues development to create leaders who are informed, capable and ready to educate and lead			
Strategic Goal	Objectives	Lead	Actions Completed
Expand knowledge and understanding of the partnerships between NWSRA and Member Districts.	Expand marketing efforts within each member district to bring awareness of the unique relationship between member park districts and what being a part of an SRA means to community members within all 17 park districts.	Tom Draper	As part of the new website development, staff are highlighting the unique history and purpose of NWSRA to clearly convey our mission, the communities NWSRA serves, and the value of NWSRA partnerships with Member Districts, enhancing understanding for all visitors to the site.
Increase awareness of the field of Therapeutic Recreation and the Recreation Therapy Services provided by the Association to participants, families, staff and stakeholders.	Utilize all marketing resources to educate stakeholders on the field of Therapeutic Recreation and the practice of Recreational Therapy.	Tom Draper / Rachel Hubsch	Collaborated with colleges, universities, and SRA's to develop an educational flyer that promotes awareness of Therapeutic Recreation and the practice of Recreational Therapy.
Create a comprehensive training program for full time staff.	Develop training manuals and monthly timelines for each position and department within the agency to assist with internal promotions through succession planning.	Sara Carey/Andrea Griffin	Worked with management team to outline; creating detailed training manuals and monthly onboarding/timeline guides for each position and department to support staff development and strengthen internal succession planning efforts.
Create a Professional Development program and incentive program for part time staff to encourage growth and advancement.	Create a Program Leader training course for part time staff who are seeking more responsibility.	Manager of Support Service/Victoria Gonzalez	Created a Program Leader Training Course tailored for part-time staff interested in taking on greater responsibility, forming the foundation of a broader professional development and incentive program to support staff growth and advancement.

NWSRA Agency Goals 2025

Pillar 4: Outstanding Service

Delivery of quality service and community access through effective communication and collaboration with customers, including participants, families, donors, Board Members and partnering organizations

Strategic Goal	Objectives	Lead	Actions Completed
Investigate Collaborative partners for Senior programming and vocational opportunities.	Research, design and assess all resources needed for PURSUIT Plus within the current PURSUIT program in collaboration with Clearbrook.	Danielle Olson / Kaila Robinson	The PURSUIT Plus initiative is currently on pause.
Assess and evaluate 1:1 programming, specialty and virtual programs offered within NWSRA specialty spaces.	Gather data on all programs to see trends in programming. Create a survey to send to families who participants in programs within specialty spaces, 1:1 and virtual programming.	Victoria Gonzalez	Survey sent out to families and staff. Results reviewed in December.



Date: January 21, 2026
To: NWSRA Board of Directors
From: Andrea Griffin, Executive Director
Re: Review of Agency 2026 Goals

Background/Information:

Staff are pleased to share the 2026 Agency Goals, which reflect the staff's continued commitment to strengthening programs, supporting staff, and ensuring long-term organizational sustainability. These goals were developed with consideration of staff feedback, operational needs, and strategic priorities that align with the agency mission.

As we look ahead to 2026, our focus will be on enhancing program quality and accessibility, strengthening internal systems and accountability, investing in staff development and leadership capacity, and maintaining fiscal responsibility while responding to evolving community needs. These goals are intended to guide decision-making, measure progress through key performance indicators, and support thoughtful growth across the agency.

2026 Agency Goals are attached for board reference.

This memo is for informational purposes only; no Board action is required at this time.

NWSRA Agency Goals 2026

Pillar 1: Financial Management Strategic stewardship of revenues and expenses to ensure sustainability, accountability, and transparency

Focus 1: Strengthen Financial Accountability Across the Agency

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Improve financial accuracy, and understanding across all departments through training, tools, and clear ownership.	1. Department-level budget ownership 2. Financial training 3. Accurate budget maintenance	1. Train staff on new financial software and practices 2. Implement agencywide tracker with budget ownership and expectations for each department	Lead - Nick Eckelberry Support - Leadership & Management Team	Q1 - Budget tracker live Q2 - Reporting structure implemented Q3 - Training complete Q4 - Review department budget accuracy, assess training effectiveness & refine processes	1. 100% of departments using budget tracker 2. Monthly budget reports submitted on time 3. Department budgets updated monthly	

Focus 2: Increase Transparency in Financial Reporting and Decision Making

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Ensure consistent, transparent financial reporting and communication across agency, leadership and board.	1. Transparency 2. Constant communication 3. Clear reporting structure	1. Establish clear department-level financial reporting expectations 2. Standardize financial updates for Leadership Team 3. Share financial information in an accessible, understandable format	Lead - Nick Eckelberry Support - Leadership & Management Team	Q1 - Budget reporting expectations established Q2 - Standardized updates implemented Q3 - Communication created for sharing information Q4 - Review effectiveness of reporting and communication; incorporate feedback from leadership & board.	1. Improved understanding of financial data for Leadership and Management Teams 2. Reduction in follow up questions or clarification requests related to financial reporting	

NWSRA Agency Goals 2026

Pillar 2: Operational Excellence Establishment and monitoring of internal policies, procedures and systems to increase efficiency and organizational preparedness

Focus 1: Improve Role Clarity, Communication & Retention for Part-Time Staff

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Ensure part-time staff clearly understand their roles, expectations, reporting structure and program responsibilities while increasing staff retention through seasons.	1. Clear expectations 2. Reporting structure 3. Communication consistency 4. Staff longevity	1. Define roles, expectations, and supervision for all part-time staff positions 2. Create communication standards for part-time staff 3. Regularly communicate standards for part-time staff 4. Create longevity program for part-time staff	Lead - Program Managers Support - Recreation Coordinators & Amy	Q1 - Role definitions finalized / updated job descriptions Q2 - Communication standards implemented Q3 - Roll out retention / longevity program Q4 - Review effectiveness of roles, and communication standards; assess retention program	1. Reduce staff confusion and questions 2. Improve part-time staff feedback 3. Increased seasonal return rate of part-time staff compared to the previous 2 years	

Focus 2: Expand Cross-Department Understanding and Collaboration

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Increase staff understanding of agency operations and strengthen collaboration across departments.	1. Department awareness 2. Collaboration 3. Shared understanding	1. Create opportunities for staff to shadow other departments 2. Encourage cross-department learning and communication	Lead - Management Team Support - Leadership Team	Q1 - Define objectives for cross-department learning and plan opportunities Q2 - Shadowing opportunities launched Q3 & Q4 - Ongoing participation	1. Participation in shadowing opportunities 2. Improved cross-department communication	

NWSRA Agency Goals 2026

Pillar 3: Promoting Leadership & Staff Development Intentional growth opportunities that support retention, leadership readiness, and staff confidence

Focus 1: Provide Clear Growth Pathways and Job Specific Training

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Support staff growth, retention, and readiness through structured development pathways and job specific training.	1. Staff growth opportunities 2. Job specific training 3. In-service and professional development	1. Identify and communciate growth pathways for staff 2. Deliver job-specific training aligned with updated job descriptions 3. Expand in-services and professional development opporunities	Lead - Sara Carey Support - Leadership & Management Team	Q1 - Pathways outlined & updated job descriptions shared Q2 - Identify & implement additional training Q3 - In-services / training opportunities identified & resources database created Q4 - Asses impact on staff readiness nad retention and evaluate pathways	1. Increase in full-time staff retention and job satisfaction 2. Participation in training opportunities	

Focus 2: Enhance Behavior Support Capacity Across Programs

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Strengthen Behavior Team and equip staff to safely and effectively support higher risk participants.	1. Staff confidence and safety 2. Consistant support 3. Behavior Team enhancement	1. Strengthen Behavior Team structure 2. Provide targeted behavior related training for staff 3. Improve collaboration between program staff and Behavior Team	Lead - Kate Moran & Behavior Team Support - Tori Gonzalez, Rachel Hubsch & Program Managers	Q1 - Training schedule & topics rolled out Q2 - Structure of team revisited and revised Q3 - Structured support revised Q4 - Evaluation from staff	1. Reduced incident escalation 2. Increased staff confidence reported when supporting higher risk participants	

NWSRA Agency Goals 2026

Pillar 4: Outstanding Service & Program Quality High quality, mission driven programs supported by evaluation, outreach and communication

Focus 1: Evaluate and Enhance Agency Programs

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Ensure programs meet participant needs through evaluation, enhancements, and strategic revamps where necessary.	1. Program & stakeholder evaluations 2. Program quality 3. Continuous improvement	1. Review programs for performance and participation trends over a 3 year period 2. Identify programs needing enhancements or revamps 3. Use data feedback to guide decisions	Lead - Victoria Gonzalez Support - Rachel Hubsch, Tom Draper, Program/Operations Departments & Management Team	Q1 & Q2 - Evaluations sent & completed to families, stakeholders and participants Q3 & Q4 - Enhancements implemented	1. Improved program outcomes 2. Increased participation and satisfaction	

Focus 2: Strengthen Mission Focused Outreach and Communication

Objectives	Key Focus Areas	Key Actions / Initiatives	Lead / Support	Timeline	Success Measure (KPIs)	Status
Promote mission aligned outreach and open communication with staff, participants, families, stakeholders and the communities served.	1. Mission focused outreach 2. Transparency 3. Ongoing communication	1. Align outreach efforts with mission and strategic priorities 2. Promote open communication and discussion of next steps 3. Share progress, outcomes and updates consistently	Lead - Rachel Hubsch Support - Leadership Team, Management Team & Staff	On going throughout 2026	1. Increased stakeholder engagement 2. Clear understanding of agency direction	



Date: January 21, 2026
To: NWSRA Board of Directors
From: Andrea Griffin, Executive Director
Re: ADA Compliance Committee

Background/Information:

ADA Compliance Committee

Purpose

The ADA Compliance Committee is a standing committee of the NWSRA Board of Directors. The ADA Compliance is comprised of the Executive Director, The Superintendent of Recreation I, two NWSRA Board of Directors, and two appointed Superintendent of Parks from the Member Districts. The ADA Compliance Committee oversees the ADA Compliance process for the NWSRA Board of Directors. This committee provides guidance, oversight and support to the ADA Compliance Review Committee comprised of the Executive Director, The Superintendent of Recreation I, and two Superintendents of Parks from the Member Districts.

Responsibilities

This committee shall meet annually and/or as needed to review the following but not limited to the following:

- a. Submission process
- b. Submission website
- c. ADA Laws and updates
- d. Unique projects that can set precedent for future submissions
- e. Approve the appointment of the two Superintendents from the Member Districts
- f. Serves in an advisory capacity to the Compliance Review Committee
- g. Oversees the ADA Compliance Review Committee that reviews and approves the Member District ADA Compliance project submissions

Committee Meetings

NWSRA ADA Compliance Committee will meet at least annually or as needed to address ADA.

Next Steps:

Invite & select two interested NWSRA Board of Directors and two Superintendents of Parks to serve on the ADA Compliance Committee and support the agency's ongoing commitment to accessibility and inclusion.

Information / Action Items

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Date: January 21, 2026
To: NWSRA Board of Directors
From: Andrea Griffin, Executive Director
Re: 2026 Budget Approval

Requested Motion: Motion to approve the 2026 budget.

Background/Information:

At the October 2025 Finance Committee meeting and the November 2025 Board Meeting, the proposed 2026 budget was presented for review and discussion. The budget reflects the agency's priorities for the upcoming year, including program development, operational needs, and strategic initiatives aligned with NWSRA's mission and vision. The budget will serve as the financial plan to guide operations, programs, and agency initiatives throughout the 2026 fiscal year.



Date: January 21, 2026
To: NWSRA Board of Directors
From: Andrea Griffin, Executive Director
Re: Recommendation to Continue with Current Legal Counsel

Requested Motion: Motion to approve the following Legal Counsel appointments: Robbins, Schwartz, Nicholas, Lifton & Taylor, LTD.

Background/Information:

As part of the agency's annual governance procedures, the Board of Directors is asked to appoint legal counsel for the upcoming year. After careful review, staff recommend that the agency continue with current legal counsel, Robbins, Schwartz, Nicholas, Lifton & Taylor, LTD / Steve Adams who has provided excellent guidance and support to the agency over the past years.