



We exist to support and promote outstanding opportunities through recreation for children and adults with disabilities in cooperation with Northwest Special Recreation Association.

Regular Meeting
May 16, 2017 - 3:30 p.m.
Park Central Conference Room
3000 W. Central Road, Rolling Meadows, IL

AGENDA

- I. Call to Order
Roll Call
- II. Introduction of Guests:
 - A. Mark Konrad – Terrazzo and Marble
 - B. Rob Schiferl – Terrazzo and Marble
 - C. Matt Gerken – American Philanthropic
 - D. Eduardo Andino – American Philanthropic
 - E. Matt Beran – Lauderbach and Amen
 - F. Dave Hanson – BF Edwards
 - G. Megan O'Brien – Events Coordinator
 - H. Cathy Splett – 5 Year Recognition
- III. Approval of Agenda
- IV. Approval of Minutes, January 17, 2017 - Pages 3-9
- V. Correspondence
 - A. Written
 - B. Oral
- VI. Reports - Pages 10-30
 - A. SLSF Reports – 1st Quarter
 1. Events – Wrap Up Reports
 - a. GMFS
 2. Grants
 3. Sponsorships/Donations
 4. Goals
 - B. Marketing and Public Relations – 1st Quarter
 - C. NWSRA Program Report
- VII. Review of Financial Statements/Investments - Pages 31-59
 - A. SLSF Investment Statement
 - B. Organizational Cash Overview
 - C. SLSF Budget vs. Actual
 - D. Balance Sheets
 - E. Profit & Loss Budget vs. Actual
 - F. 1st Quarter Financial Reports
 - G. Other

- VIII. Warrant - Pages 60-66
 - Motion to approve Warrant #2 - \$29,629.87
 - Motion to approve Warrant #3 - \$70.00
 - Motion to approve Warrant #4 - \$39,983.25
 - Motion to approve Warrant #5 - \$96,769.51

- IX. Old Business
 - A. Hanover Park Park District Accessible Ramp Update – Oral
 - B. NWSRA Programming Space/Pursuit 2 – Oral

- X. New Business - Pages 67-82
 - A. Bank Issues
 - 1. Approval to close SLSF Business Advantage Account and SLSF Non-Profit Low Volume Account
 - 2. Approval to open new accounts with Village Bank and Trust of Arlington Heights
 - 3. Resolution 2017-13 Approval of New Bank Account Signers
 - B. SLSF Audit and Management Letter, Presented by Matt Beran, Lauterbach and Amen.
 - C. Benjamin F. Edwards Investment Update, Presented by Dave Hanson, Benjamin F. Edwards
 - D. Fund Balance Recommendation
 - E. Annual Investment Transfer
 - F. NWSRA Grant Request Review
 - G. Appointment of Legal Counsel:
 - 1. Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd. – Heidi Katz
 - H. Other

- XI. Information/Action Items - Pages 83-99
 - A. SLSF Strategic Development Plan – Presented by American Philanthropic
 - B. SLSF Task Matrix Calendar 2018-2020
 - C. Other

- XI. Comments

- XII. Adjournment

Mission Statement

We exist to support and promote outstanding opportunities through recreation for children and adults with disabilities in cooperation with the Northwest Special Recreation Association

IV. Minutes

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE SPECIAL LEISURE SERVICES FOUNDATION
HELD AT THE NWSRA ADMINISTRATIVE OFFICES
3000 W. CENTRAL ROAD, ROLLING MEADOWS, IL
ON THE 17th OF JANUARY 2017**

Director Houser called the meeting to order at 3:33 p.m. Those present were Stephanie Bertelsen (by phone), Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso (by phone), Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

Absent were: Carl Arthur, Ernie Blomquist, Tom Campone, Vicki Carney, Christina Ferraro, Rita Fletcher, Dennis Hanson, and Dennis Stein.

Also present were: Tracey Crawford, SLSF President; Brian Selders; Superintendent of Communications and IT; Andrea Griffin and Jayne Finger, Superintendents of Recreation; Nanette Sowa, Superintendent of Development; Trisha Breitlow, Superintendent of Administrative Services; Cathy Splett, Foundation Coordinator and Jessica Vasalos, Administrative Coordinator as recording secretary.

Approval of Agenda for January 17, 2017

Director Houser called for a motion to approve the Agenda for January 17, 2017. Director Rubin moved and Director Oates seconded the motion. Upon voice vote the motion carried.

Approval of Minutes for October 18, 2016

Director Houser called for a motion to approve the minutes for the October 18, 2016 meeting. Director Charlesworth moved and Director Rubin seconded the motion. Upon voice vote the motion carried.

Correspondence

Written:

President Crawford reported that a letter from Hanover Township was received thanking SLSF for the various generous donations of gifts this season.

Oral:

None

SLSF Reports

Events

Superintendent Sowa asked the Board if there were any questions regarding the information provided in the Board packet regarding Events. She also informed the Board that overall, the Income and Expense Ratio of 70/30 is currently being upheld. However, the few events that fell outside of that ratio are due to the increased cost in food at said events. She also asked the Board if there were any interested parties to join the Gala Committee.

Grants

Cathy Splett, Foundation Coordinator reviewed the grant activity and informed the Board that there are two grants that have not been responded to date. The IDOT Grant has not been awarded but IDOT is "extremely confident" that SLSF will be a recipient of the said grant. Approval for the IDOT grant should be awarded in February. She also indicated that the Palatine and Wheeling Township Grants are still outstanding and will be voted on sometime in February as well.

Sponsorships

Superintendent Sowa reviewed the Sponsorships. She reported Northwest Community Hospital in the past has awarded SLSF a \$15,000 sponsorship in two installments. This year their funding was cut and many of their sponsorships are no longer being given. However, they are very happy to announce that due to the services SLSF provides to NWSRA and the long standing relationship they have with SLSF they will be awarding SLSF with a \$10,000 sponsorship in two installments. She also indicated that SLSF received \$1,950 in sponsorships from various sponsors.

Goals

Superintendent Sowa reviewed the SLSF goals stating SLSF did very well in meeting the 2016 goals and the progress and outcomes are outlined in the packet. There were no questions for Superintendent Sowa regarding the goals.

Marketing & Public Relations

Brian Selders, Superintendent of Communications and IT, reported on an article in the newspaper about the UPS Grant that was awarded to SLSF. He also made note that the invitation for the Gold Medal Fashion Show is going out and to notice the “branded” look of the invitation. SLSF staff are trying to stay with the same general look that the Celebrate Ability Gala has on its invitations. He also reminded the Board that if they need any marketing materials that they can go to the website to request any of the materials needed.

NWSRA Program Report

Jayne Finger, Superintendent of Recreation, relayed to the Board that NWSRA was able to attend 100’s of expos in 2016. These included expos held at high schools, universities, and villages looking for volunteers and employees. An open house was held at District 54 for Early Childhood resulting in new camps held at District 54. She also informed the Board that 22 veterans are involved with Healthy Minds Healthy Bodies within 3 of our Member Districts. These Districts include Bartlett, Palatine and Buffalo Grove. They have logged 335 workout hours and 117 personal training sessions at these Member Districts as well as 21 social activity registrations.

NWSRA Lightening Booster Club

Superintendent Sowa reported that there are four ladies on this committee and they provide funding for NWSRA Athletic Teams. The majority of the money they raise is through their volunteering at Frontier Days in Arlington Heights. These women were able to raise over \$700 this past year and provided hockey nets, archery equipment and other athletic equipment needed for programming.

Financial Reports

Organizational Cash Overview

President Crawford summarized the current status of SLSF Investment Funds and reported that the portfolio is doing well and in conservative investments. The investments will remain there until after the new President is sworn in. She indicated that she will be advising the Board and the Investment Committee in May after the annual audit if there will be a transfer into the Investment accounts. She then briefly went over the 4th Quarter Financial Report and noted that is very happy with the financial status of the Foundation at the end of 2016. She did make note to mention Cathy Splett and Nanette Sowa on their ability to get grants to pay for more than half of the Snoezelen Room.

Approval of Warrants

President Crawford called for a motion to approve Warrant #11 dated November 18, 2016 in the amount of \$65,309.77. Director Rubin moved and Director Oates seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

President Crawford called for a motion to approve Warrant #12 dated December 16, 2016 in the amount of \$161,278.05. Director Charlesworth moved and Director Rubin seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

President Crawford called for a motion to approve Warrant #12A dated December 31, 2016 in the amount of \$6,087.00. Director Rubin moved and Director Oates seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Old Business

Hanover Park Park District/Pursuit 2

President Crawford outlined the new Hanover Park Park District lease agreement for the Pursuit 2 space. She then explained the terms of the Lease and the Memorandum of Understanding that was included in the packet. President Crawford then called for a motion to approve the Memorandum of Understanding. Director Rubin moved and Director Perkins seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

New Business

Installation of Officers

President Crawford called for a motion to approve the Installation of the Officers for the SLSF Executive Board. Carl Arthur, Chairman, Jim Houser, Vice Chairman, and Amy Charlesworth at Secretary/Organizational Treasurer. Director Oates moved and Director Charlesworth seconded the motion. Upon voice vote the motion carried.

Recognition of Board Members

At this time Tim Schaap, retiring Board Member, was recognized for his service.

Approval of Terms

Director Houser called for a motion to approve the current Terms for Board Members. Director Oates moved and Director Charlesworth seconded the motion. Upon voice vote the motion carried.

Appointment of Legal Counsel

Director Oates called for a motion to approve Legal Counsel for SLSF; Massucci, Blomquist, Anderson and Dunn. Director Charlesworth moved and Director Rubin seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Appointment of President

Director Houser called for a motion to appoint Tracey Crawford, as President of SLSF. Director Oates moved and Director Crook seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Approval of Resolution 2017-6

Director Houser called for a motion to approve Benjamin F. Edwards to insure a reverse notification is provided for any checks requested from investments. Director Perkins moved and Director Oates seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Approval of Resolution 2017-7

Director Houser called for a motion to approve the BMO Harris Bank BAC account signature cards and permissions. Director Crook moved and Director Schaap seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Warrant #1 dated January 17, 2017

President Crawford called for a motion to approve Warrant #1 dated January 17, 2017 for the amount of \$5,831.43 covering check numbers 7832-7836 from the BMO Harris Bank BAC account. Director Perkins moved and Director Schaap seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

Information Action/Items

Proposed Budget

President Crawford gave an overview of the 2017 Budget in which the focus remains on 5 areas, Transportation, Inclusion, General Programs, Scholarships and Athletics. The budget asks SLSF to grant \$275,000 to NWSRA in 2017. This is \$10,000 less than in 2016. It was also indicated that the only differences in the budget are the inclusion of the ramp expenses and the development plan expenses. Director Crawford called for a motion to approve the 2017 Budget for SLSF. Director Perkins moved and Director Salk seconded the motion. Upon roll being called the vote was as follows:

AYE: Stephanie Bertelsen, Jacky Cartwright, Amy Charlesworth, Al Crook, Anthony Gattuso, Jim Houser, Kathy Nowicki, Terri Oates, Tom Perkins, Brian Rubin, Jonathan Salk, and Tim Schaap.

NAY: None

The motion carried.

2017 Goals and Strategies

Superintendent Sowa informed the Board that the goals are consistent to the goals from 2016. As well as SLSF is looking to American Philanthropic for new goals that have not been touched upon in the past.

SLSF Board Calendar

President Crawford informed the Board to make note of the addition of a Board meeting in March. This meeting will be when the Board and key players will get to see and give input to what American Philanthropic has been working on for the Development Plan.

2017 Event Calendar

President Crawford discussed the upcoming events that SLSF has planned for the year.

American Philanthropic Development Plan

President Crawford informed the Board of the timeline that has been developed. The fact finding that American Philanthropic has conducted has been extremely lengthy and very in-depth. She is very encouraged with the list that has been asked for and has been very impressed with the product that has been given to SLSF to date.

Adjournment

Being no further business to come before the Board, Director Houser called for a motion to adjourn the meeting at 4:33 p.m. Director Charlesworth moved and Director Oates seconded the motion. Upon voice vote the motion carried.

Secretary

VI. Reports

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After Event Memo:

To: Tracey

From: Nanette Sowa

Event Name: Gold Medal Fashion Show

Event Date: 2.26.2017

Event History: The Gold Medal Fashion Show was started in 1991 by a small group of mothers to raise funds to support their children’s Special Olympics activities. The first fashion show was held in the banquet room of Park Central, had 100 registrations and models were the committee members’ athletes and their families. That event had a net revenue of \$2,225.05. In 2014, the fashion show was changed to an unrestricted fundraising event to increase the participation of younger models who are not old enough to compete on athletic teams and to allow NWSRA to use the funds wherever needed and not just for athletics. The models for the fashion show remain NWSRA participants and their families.

of years event held: This was the 27th annual Gold Medal Fashion Show

Event Explanation: The Gold Medal Fashion Show is a luncheon affair which features 60+ raffle baskets worth approximately \$150 each and 5-6 Grand Raffle prizes worth at least \$300. The fashion show portion of the day consists of 35-40 NWSRA participants and their families modeling clothing from area stores. Since Northwest Community Healthcare has been the gold sponsor, there have also been two models from the Dog Therapy team at NCH with their dogs who also model in the show.

Event Preparation: The Gold Medal Fashion Show is held the last Sunday in February. The week after the event, the facility for the next year’s event is secured. At the current event evaluation meeting, the committee decides on the theme for the next year’s event. The committee begins meeting in June to plan the upcoming fashion show. Letters are sent to potential models in late July. Clothing providers, hair and make-up providers are contracted in August. Raffle solicitation letters are sent in October, invitations the first week of January. The committee meets bi-monthly to plan the particulars of the event.

Committee Names:

Lori Anderson	Christina Anderson-Heller	Emily Collard	Louise Dickey	Fran Falcone
Judy Houser	Paula Jones	Bev Kaman	Laurel Katz	Joanne Kluck
Karina Kovar	Jean Lamantia	Mary Larson	Linda Mancini	Diane Maxwell
Sandy Ricketts	Joanne Terrelli	Jennifer Ubert	Ann Zgoda	

Raffle explanation: Other than registration, the money from this event comes from the raffle baskets and the grand prize raffle. This year featured 69 raffle baskets and six grand prize raffle items. Tickets for the baskets were sold 6/\$5.00 and the grand raffle tickets were sold 1/\$10, 3/\$25, 7/\$50

Actual day of explanation: SLSF staff members pack the bus with all raffle baskets, supplies and equipment for the event on the Friday prior if the facility has a locked room available to store the items... The following is the explanation of the day:

- 8:30 a.m.
 - SLSF Staff, Committee and volunteers arrive
 - CS to check for correct placement of tables and to assure the correct number of seats are set at each table
 - Committee sets up basket tables
- Brian to organize the assembly of easels and signs
 - Jean, Louise and crew organize basket/bag set-up
 - Summer to set up Raffle Table & Raffle buckets \$10 and \$1 and train volunteers
 - Registration volunteers to set up Registration Area
 - Forbici stylists arrive
- 9:00 a.m.
 - Models begin to arrive to have hair & make-up done
- 9:00 - 10:00 a.m.
 - Decor committee assembles place settings and other decor - posters & signage and pens set at places
- 10:00 a.m.
 - Stores bring clothes
 - All registration materials in place
- 10:30 a.m.
 - Guests begin to arrive
 - Raffle table ready
 - Raffle Volunteers ready to sell
 - EVERYONE should be able to explain raffles to guests
 - Raffle tickets are sold as soon as guests arrive
- 12:00 noon
 - All models hair and make-up finished
- 12:00 noon
 - Begin seating guests
- 12:15 p.m.
 - First course is served
 - General Announcements and welcome
 - Program and awards
 - Door prizes awarded
 - First 25 raffle prize winners announced
- 1:00 p.m.
 - Second 25 raffle prize winners announced - \$1 raffle closes
 - Models depart for dressing rooms –Formally Modern/NWSRA staff /volunteers to dressing rooms
 - **Models to be dressed in appearance order, first ones on should be first ones dressed.**
 - Dessert is served
 - Third 25 raffle prize winners announced –close down \$10 raffle
- 1:15 p.m.
 - RMHS Orchestris performs to start the show
 - Emcees take their place on stage
 - Models are lined up according to set number: Start when runs 1-4 are ready others can line up as they are dressed.
- 1:30 p.m.
 - Fashion show begins
- 2:30 p.m.
 - Grand finale - Fashion show concludes
 - Grand Prize Raffle drawing held
 - ALL VOLUNTEERS AND STAFF CLEAN UP, LOAD VAN, LEAVE and REST!!!!!!

Evaluation responses: The committee will meet on March 27 for an evaluation meeting.

Target Numbers:

	Budget/Actual 2015	Budget/Actual 2016	Budget/Actual 2017
Gross Revenue	\$61,700/\$58,969	\$57,639/\$58,492	\$60,630/\$57,709.10
Expenses	\$19,500/\$19,729.48	\$20,444/\$21,253.04	\$19,000/\$22,261.16
Net Revenue	\$42,200/\$39,239.52	\$37,195/\$37,238.96	\$37,195/\$35,447.94
Registrations	650/562	585/556	628/557
Sponsorships	\$14,000/\$9250	\$8500/\$9150	\$7500/\$7250
Grand Raffle	\$9200/\$8755	\$8550/\$9810	\$9300/\$8975
Raffle Baskets	\$12,000/\$10,799	\$10,799/\$9862	\$10,330/\$10,951.10
Average spent on raffles/person (total \$ collected/attendance)	\$34.97	\$35.38	\$35.77
SLSF average cost/person (total expenses/attendance)	\$35.33	\$38.22	\$39.97

Summary: The Gold Medal Fashion Show is an event that serves the dual purpose of raising funds and raising awareness of NWSRA and the potential of children and adults with disabilities. The fashion show is well supported by the families of NWSRA as well as the community, but given its popularity should raise more funds than it currently raises. The quandary is the problem of needing to keep the ticket price affordable while still presenting a quality event. After the 2013 fashion show, the SLSF staff surveyed the price of other charity fashion shows in the area and found that the \$40 ticket price was \$15-\$20 less than other similar shows. When given that information, the committee chose to increase the price to \$50/ticket. The direct result was a decrease in the number of attendees in the following years. Fewer attendees resulted in lower registration dollars, but conversely increased the per person spending on raffle tickets, believed to be tied to the additional space between tables which enabled guests to more easily walk around the raffle tables as well as gave guests room to leave their lunch tables to purchase additional tickets. The question exists, how to increase attendance while still maintaining the higher per person spending on raffle tickets.

The committee does not want to see a rise in the ticket price so the strategy for the 2017 show was to raise additional dollars via sponsorship. To that end, the SLSF staff as well as the committee started seeking large sponsors starting in May of 2016. SLSF staff made personal phone calls and visits to sponsors. Three new sponsors came on board adding \$1400 in sponsorship, however, Northwest Community Healthcare decreased its sponsorship from \$7500 to \$5000 due to budget cuts at their company. Thus, even though \$1400 in new sponsorships were added, the total sponsorship dollars were \$250 less than budgeted.

The time of year the event is held may be an issue as the weather can be uncertain and keep some people from attending. The chosen date needs to be one that does not interfere with Special Olympics competitions, NWSRA/ITRS events or other area fashion shows. The recommendation is to remain on the last Sunday of February and create a plan to build the sponsor base. At the evaluation meeting on March 27th, Nanette will entertain ideas from the committee as to how to raise the net income of the Gold Medal Fashion Show.

Board Report - Grant Activity as of 5/8/2017

The following is a list of 2017 grant activity on behalf of SLSF/NWSRA

Illinois Department of Transportation – IDOT grants vehicles to non-profit agencies through the Paratransit Vehicle Program.	Accessible Vehicle	\$ 63,000.00	\$58,167	NWSRA submitted a grant application for one 14 passenger vehicle to the Illinois Department of Transportation (IDOT) on 5.27.2016. Received approval on 3/21/2017. Estimate for delivery is Summer or Fall 2017.
		Total Government Grant Money Received in 2017	\$58,167	This is the estimated cost of the vehicle.

Private Grants

Pending				
Name	Purpose	Amount Requested	Status	Notes
Rotary Club of Elk Grove Village	Scholarships	\$ 2,000.00	Pending	SLSF sent the application to request funds for Day Camp Scholarships on 1.31.2017
Women's Club of Inverness	General Program Support	\$ 1,040.09	Pending	SLSF sent the application to request funds to purchase music instruments on 3.3.2017
Palatine Jaycees	General Program Support	\$ 350.00	Pending	SLSF sent the application to request funds to be directed towards the NWSRA Horseback Riding Program on 4.10.2017
Rotary Club of Rolling Meadows	General Program Support	\$ 650.00	Pending	SLSF sent the application to request funds to be directed towards the purchase of 2 recumbent bikes on 4.24.2017
Rotary Club of Arlington Heights	General Program Support	\$ 620.00	Pending	SLSF sent the application to request funds to be directed towards the NWSRA Horseback Riding Program on 4.28.2017
Approved				
Rotary Club of Palatine	Athletics	\$ 1,035.00	\$ 1,035.00	SLSF sent the allocation application to request funds to purchase Boccia equipment needed for the athletes on 1.12.2017. Will receive check on 3.10.2017

Board Report - Grant Activity as of 5/8/2017

The following is a list of 2017 grant activity on behalf of SLSF/NWSRA

Elk Grove Township	Inclusion	\$ 7,000.00	\$10,000	SLSF sent the application to request funds to be directed towards Inclusion on 2.2.2017. Received contract on 5.5.2017
Zurich NA	Accessible Vehicle	\$ 15,000.00	\$15,000	SLSF sent the application to request funds to help purchase an accessible vehicle on 2.17.2017. Received check on 5.8.2017
	Total Proposed Amount from Private Grant Money	\$ 27,695.09		
	Total Approved Grant Money in 2017	\$ 26,035.00		
	Total Private Grant Money Received in 2017	\$ 19,508.53		
	Budgeted Amount	\$ 75,500.00		

*\$3,473.53 grant money from the 2016 EGT grant. Money is awarded from April 2016 - March 2017

To: Tracey M. Crawford, President

From: Nanette Sowa, Superintendent of Development

Date: May 3, 2017

Re: Sponsor Update

Sponsorships are confirmed in the following categories:

1 Opportunity Partner -NCH (\$5000 Gold sponsor for GMFS and CA Gala)	\$10,000
Event Sponsors Unrestricted	\$30,050
Event Sponsor Restricted	\$6,875
Total	\$46,925

Sponsor Program

Sponsorships secured:

- Northwest Community Healthcare - \$10,000 Opportunity Partner – sponsor benefits for Gold Medal Fashion Show- \$5,000, Celebrate Ability Gala -\$5,000
- Mitsubishi Electric Automation VISION Committee and Mitsubishi Foundation- \$5000 to be recognized at the Camp Connections Family Day
- **GMFS:** Wintrust Mortgage \$250 Photography sponsor-Wintrust Mortgage, \$600 Stage Sponsor-Complete Building Maintenance, \$600 Runway Sponsor -Jen Ubert and Lori Anderson,\$500 Sign Sponsor –LaVelle Law for the Gold Medal Fashion Show, \$300 DJ Sponsor- American Philanthropic
- **Hole Sponsor Deal:** \$4500- 9 as of 5.3.17 exceeded number budgeted!
- **Buffalo Grove Golf Outing:** NEW!!! \$5000 Presenting Sponsor-CDE Collision Center, 2-\$1500 Bronze Sponsors-Buffalo Grove Park District and Kolbi Pipe Markers, 3-\$500 Lunch Sponsors-Continental Restaurant/Cruise Planners, Rubin Law, John Jawor, \$300 Bag Drop Sponsor- Culver’s, 3-\$250 Beverage Sponsors-Pomilia Properties, Gewalt Hamilton Associates, McDonald’s, \$250 Putting Contest Sponsor-Buffalo Grove Bank & Trust, \$250 Ball Drop Sponsor-Continental Restaurant/Cruise Planners, \$200 Business Hole Sponsors- 2, \$150 Hole Sponsors-15
- **Palatine Hills Golf Outing:** \$2000 Silver Sponsor-Weber Stephens, \$500 Lunch Sponsors-Rotary Club of Palatine, LaVelle Law, Cornerstone National Bank, \$250 Breakfast Sponsor- Fred and Bunny Hall, \$250 Beverage Sponsor- ACT Appraisal, \$200 Business Hole Sponsors-1, \$125 Hole Sponsors-5

- **Moretti's/NWSRA Golf Outing-** \$1500 Bronze Sponsor- Supreme Lobster, \$200 Business Hole Sponsor-2, \$150 Hole Sponsor-1
- **Women's Golf Outing:** \$2000 Silver Sponsor- Village Bank and Trust, \$500 Lunch Sponsorship shared between Rolling Meadows Park District and Unemployment Consultants, \$200 Business Hole Sponsor-2
- **Arlington Classic Golf Outing:** \$200 Business Hole Sponsor-1
- **Terrazzo & Marble Golf Outing:** \$500 Lunch Sponsor- T&M Supply Company
- **Celebrate Ability:** \$5000 Gold Sponsor-NCH, \$1000 Invitation Sponsor- Call One

In-kind:

GMFS:Formally Modern Tuxedos, Bachrach Woodfield, Dress Barn-Schaumburg, Dick Wilson and Forbici Salon are in-kind sponsors of the Gold Medal Fashion Show.

ALL GOLF OUTINGS: Miller/Coors donating all beer for outings will be distributed via Kloss Distributors at Lake County events and Town and Country Distributors at Cook County events.

ALSO ALL GOLF OUTINGS: Kolbi Pipe Marker is donating all signage

BGGO: Sunset Foods donating bottled water, Lexus of Arlington- Hole in One Car, Buffalo Grove Fire Department- Truck for Ball Drop

<p>Cornerstones Three cornerstones recognized as essential to SLSF's continued success reviewed during strategic planning years.</p>	<p>Focus/Long-Term Goals The area of focus under each corner stone. These are broad ideas that are developed every 3 – 5 yrs. during strategic planning.</p>	<p>Short-Term Goals What we need to do to address our long term goals, annually, under each focus/long term goal.</p>	<p>Measurable Objective The measurable actions that will tell us that we are succeeding.</p>	<p>Status The progress report for each objective.</p>
<p>Fundraising</p> <p><u>Goals completed by:</u> Nanette Cathy Tracey</p>	<p>Fundraising</p> <p>Ensure maintenance of current fundraising levels through implementation of targeted, effective fundraising efforts</p>	<ul style="list-style-type: none"> • Continue to provide a calendar of quality fundraising events • Seek out additional sponsors by attending networking events and area chamber of commerce events. • Maintain current grant timeline. • Research and apply for new grants that support the goals of the foundation. • Identify new, smaller sponsorship opportunities for targeted NWSRA events 	<ul style="list-style-type: none"> • Provide at least 8 fundraising events • Contact 5 new potential sponsors • Apply for at least 90% of previous year's grants • Research and apply for two new grants 	<ul style="list-style-type: none"> • SLSF has confirmed 8 events for the 2017 year. They are listed on the calendar and each has a committee and venue in place. • The GMFS had three new sponsors • SLSF has hired an outside firm to create a development plan for the foundation. • SLSF is in the process of applying

		<ul style="list-style-type: none"> • Research and contact companies within the 17 park district area that can be enlisted as SLSF partners • Create and promote an individual giving opportunity that allows for small monthly gifts given automatically through an online processor. • SLSF will seek donors/grants/sponsors to fund the creation of an updated sensory room at the HPPD program space. • If adequate funds are not received by June, the Sensory Room will be the focus of the Gala's Impact Auction 	<ul style="list-style-type: none"> • Identify 3 new sponsorship opportunities for targeted NWSRA events • Research and contact 3 companies within the 17 park district area • Create and promote one individual giving opportunity with monthly gift option • Find 2 potential donors/grants/sponsors for PURSUIT 2 	<p>for a new grant from the Chicago Bulls and one from The Wheaton Franciscan Sisters' new foundation. At this point both have received LOI's and we will wait to hear from them prior to moving forward.</p> <ul style="list-style-type: none"> • The grant from the Wheaton Franciscan Sisters will request monies for PURSUIT
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Marketing and Technology				
<p>Goals Completed by: Brian Janet Tracey Nanette Cathy</p>	<p>Marketing & Technology Build brand awareness in the community and with potential partners</p>	<ul style="list-style-type: none"> • Use the SLSF name/logo on all communications • Send the SLSF Impact in an electronic format sent semi-monthly to all SLSF donors and all NWSRA participants for whom we have email addresses. • Publicize and maintain the new SLSF website accessible from the NWSRA website 	<ul style="list-style-type: none"> • Publish the SLSF name/logo in at least 5 print communications and 5 online outlets • Send the SLSF Impact bi-monthly • SLSF will distribute tee shirts with the SLSF logo that will be given to volunteers at events. 	<ul style="list-style-type: none"> • SLSF has ordered new volunteer tee shirts

SLSF 2017 Foundation Goals

	Ensure functionality and enhance efficiency of SLSF donations and event registration systems through effective IT solutions.			<ul style="list-style-type: none"> SLSF has hired Gesture, Inc. to run the online bidding and registration process for the Gala
Community Relations				
Goals Completed by: Nanette Cathy Tracey	Community Relations <ul style="list-style-type: none"> Increase the SLSF identity in the communities served by NWSRA 	<ul style="list-style-type: none"> The SLSF staff and board will work together to identify young professionals and community members that may be interested in serving on an event committee. Partner with an outside firm to promote SLSF as a targeted charity beneficiary. Nominate volunteers for service awards (IPRA, Kevin T. Kendrigan Spirit Award and other community awards). SLSF staff members will join or maintain memberships in local 	<ul style="list-style-type: none"> Identify 3 young professionals and community members Partner with 1 outside firm to promote SLSF as a targeted charity beneficiary. Nominate at least 2 volunteers for service awards Join or maintain memberships in at least 2 local service clubs or chamber of commerce 	<ul style="list-style-type: none"> A young NWSRA part-time staff member has joined the Fashion Show committee Dakota K once again highlighted SLSF in their Feb/March promotion Tracey, Nanette and now Cathy are all Rotarians. Continued membership in the

		service clubs and chambers of commerce		Arlington Heights and the Rolling Meadows Chambers of Commerce.
Goals Completed by: Nanette Cathy Tracey	Community Relations Strengthen SLSF Board Member commitment	<ul style="list-style-type: none"> • Discern reasons for Board Members sitting on the board, their individual skills and how to make those skills work on the board. • Enable the SLSF staff to respond to the requests made by board members • Identify current Board Member levels of commitment and promote further opportunities • Encourage SLSF Board Members to maintain or increase their personal commitment to the viability of SLSF. 	<ul style="list-style-type: none"> • Meet with each non park district director board member at least once during 2016 • Maintain a spreadsheet of the board member responses from the individual meetings • Create an individualized Board Member giving analysis to create an annual commitment plan • Host discussions with Board Members on maintaining or increasing their personal commitment at individual Board Member meetings. 	<ul style="list-style-type: none"> • In 2017 NS will meet with all board members. • A spreadsheet is filled in after each board member meeting. • Each board member has a profile sheet that is updated annually. Nanette will discuss this sheet at each board member meeting. • SLSF will continue to include

SLSF 2017 Foundation Goals

				information about fundraising best practices at board meetings and in the monthly SLSF Board member updates.
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To: Tracey Crawford, Executive Director
From: Brian Selders, Superintendent of Communications & IT
Re: NWSRA/SLSF Marketing and Public Relations Report
Date: May 5, 2017

Following is a synopsis of marketing activities that have taken place in 2017:

MEDIA	
Daily Herald	<ul style="list-style-type: none"> • Article on Broadway Buddies' Grease production • Article on NWSRA Distinguished Accreditation • Article on PURSUIT 2 • Article on Snoezelen Room • Article on Steve McVoy- World Games • Articles on Gold Medal Fashion Show • App Ad created for: Gold Medal Fashion Show
Chicago Tribune	<ul style="list-style-type: none"> • Article on NWSRA Distinguished Accreditation • Article on PURSUIT 2 • Article on Snoezelen Room • Article on Steve McVoy- World Games • Articles on Gold Medal Fashion Show
TribLocal/ Metromix	<ul style="list-style-type: none"> • Added SLSF events to online calendar of events
Daily Herald Business Ledger	<ul style="list-style-type: none"> • Submitted SLSF information for the Business Ledger Philanthropy Guide
Patch	<ul style="list-style-type: none"> • Article on Gold Medal Fashion Show posted
Miscellaneous	<ul style="list-style-type: none"> • Article on NWSRA in Voyage Chicago magazine • SLSF events posted online to the following sites: ABC Chicago, CBS Chicago, Daily Herald, WGN TV, Chicago Mama, Chicago Music Guide, North Shore Breaking News
ONLINE	
NWSRA/SLSF Online	<ul style="list-style-type: none"> • Implemented Part Time staff application system with online platform to RSVP for interview nights, auto-reply e-mails, exportable reports, social sharing and more. • Online system for receiving participant story information from staff implemented • Updated PURSUIT web page with online article and new format • Updated Snoezelen web page and links • Updated SLSF Facebook event pages

	<ul style="list-style-type: none"> • Day Camp flyer posted on School District virtual backpacks throughout NWSRA service area • Updated 2017 information across main site pages • Updated links throughout Directors sites, main site, ADA site and PDMarketing site • Bi-monthly NWSRA Now and SLSF Impact e-newsletters sent • Monthly NWSRA and SLSF Board Update e-newsletters sent
Social Media	<ul style="list-style-type: none"> • Invitation for SLSF Development Plan Focus Groups created and sent • 2016 recap of accomplishments video posted on Youtube • New video created for Gold Medal Fashion Show • NWSRA now has over 3,000 Facebook followers
PUBLICATIONS and FLYERS	
NWSRA/ SLSF	<ul style="list-style-type: none"> • SLSF Spring Appeal created and sent • NWSRA Winter/Spring and Summer 2017 brochures created and sent • NWSRA/SLSF 2017 Annual Report created and sent • Day Camp brochures created and sent • Co-op SRANI Ad placed in Chicago Special Parent magazine • 2016 SLSF Board Member review created • 2017 SLSF Event materials updated • Gold Medal Fashion Show invitations and program books created and sent • Created 2017 calendar of events
Television, Video and Radio	
NWSRA/SLSF	<ul style="list-style-type: none"> • Video created for SLSF Gold Medal Fashion Show • SLSF event slides played on Village of Palatine Channel 6 message board • A series of 30 second commercials about NWSRA is being played on the Village of Hoffman Estates, Village of Mount Prospect and Schaumburg Park District local television stations.
ADDITIONAL MARKETING	
NWSRA/SLSF	<ul style="list-style-type: none"> • Partnered with John Hersey High School through cross-promotion of Funner Olympics- received logo on banner, 550 t-shirts and flyers • Partnered with Northwestern University through cross-promotion of Make-a-thon and NWSRA • Submitted Agency Showcase nominations to IPRA

	<ul style="list-style-type: none"> • Presented IAPD/IPRA Community Service Awards to supporters • Article featured NWSRA in PDRMA safety newsletter • Snoezelen remote access/video project complete
Expos/Networking Events Attended	
NWSRA/SLSF	<ul style="list-style-type: none"> • Calendar of expos/networking events attended created by Outreach Committee. Attended 15 events in 2017
IN PROGRESS	
NWSRA/SLSF	<ul style="list-style-type: none"> • Hanover Park space IT implementation • Database/website build project • Various publications and online media • Partner event with Connect to Community- Director of Developmental Disabilities Division as guest speaker • NWSRA Village

To: Tracey Crawford
From: Andrea Griffin and Jayne Finger
Re: Program Report - March 10, 2017 – May 9, 2017

Weekly Programs

The Winter/Spring program session will wrap up with 177 programs offered and 1381 registrations.

Chef's Corner cooking program has been working on learning to make simple healthy meals each week. The best part is being able to taste your work! They have also added into their cooking program a community service opportunity. The budding chefs have been making snacks to bring to the local Public Action to Deliver Shelter (PADS) program.

Eleven fitness enthusiasts in Zumba are shaking and moving to that Latin beat. The instructor said the first week only a few were moving, the second week a few more began to feel the rhythm and by the third week everyone was dancing up a storm!

Special Events

Thirty-six Chicago Bulls fans and staff attended the game at the United Center on March 10. NWSRA worked closely with Bulls representative to secure additional tickets clearing the extensive waiting list of participants for this popular event! The highlight of the night was having the group announced on the Jumbo Tron.

Leisure Education

Hanover Highlands School enjoyed an outing to Vogelei Barn for gymnastics and tumbling. The class is comprised of students with a variety of disabilities. After the class returned to school, the teacher e-mailed the NWSRA leader a picture of all the students laying down with their heads on the table with the caption, "gymnastics was a hit".

Greenbrook School, located in Hanover Park, traveled to Central Community Center to experience inline skating for the first time. This class consists of kindergarten and first graders with emotional and intellectual disabilities. During the activity the students learned how to skate with and without the assistance of a walker and got to request their favorite music. As the NWSRA bus returned to school, the teachers expressed how much fun they had and the importance of learning a new leisure skill at a park district facility.

Inclusion

Over the first quarter, registration increased by 63 registrations from 2016, which included 40 new residents! Over 350 inclusion registrations were processed within the first three months of the 2017. Inclusion Coordinators and Park District Program Managers conducted approximately 20 parent meetings to determine successful inclusive services.

In addition, the Manager of Inclusion Services and four Inclusion Coordinators provided over 20 hours of training to 76 member park district full and part time staff. Training topics included general inclusion, empathy, sensory processing disorder, and specific participant and program information. It speaks volumes when member districts make it a priority to provide educational opportunities to full and part time staff on the importance of adopting a proactive inclusion philosophy.

On Wednesday, April 26 Arlington Heights Park District hosted the Programming Inclusion Together (PIT) meeting that brought together 49 professionals within the NWSRA service area. PIT meetings allow for Inclusion Coordinators and park district contacts to discuss and problem solve inclusive strategies over the school year and during the summer months. John McGovern, President of The W-T Group, LLC - Accessibility Division presented on inclusion philosophies and benefits, understanding the laws of the American's with Disabilities Act (ADA) and smart/best practice based on those laws. Working sessions included current trends in inclusive recreation, reviewing four ADA case studies and evaluating the inclusion process among each case study. Illinois Park and Recreation Association (IPRA) awarded 0.2 Continuing Education Units to each professional that attend the training.

NWSRA Lightning Sports Teams

On beautiful Sunday, April 23, 38 Lightning Athletes competed in Special Olympics Spring Games (Track & Field) at Prospect High School. Of those 38 talented athletes, 27 of them qualified for Special Olympics Summer Games in June held in Bloomington/Normal. At Spring Games, NWSRA brought home 48 gold medals, 22 silver medals, 11 bronze medals, 4 fourth place ribbons, 2 fifth place ribbon and 1 sixth place ribbons. This event would not be possible without the assistance of the amazing full-time staff, part-time staff and volunteer coaches that assisted at the games.

Collaborative Opportunities

Healthy Minds Healthy Bodies (HMHB)

Twelve veterans are actively participating in the HMHB one-year free fitness membership and 15 personal training sessions among Bartlett, Buffalo Grove and Palatine Park Districts. NWSRA is responsible for the social component of the experience, planned by Rachel Hubsch, Inclusion Manager. On Thursday, March 9 five veterans from HMHB experienced a Big Deal production of Les Miserables at the Buffalo Grove Community Arts Center. The young adult actors blew everyone away with their stage presence and amazing singing and performing talents. "I wish I had the energy level of today's youth, I felt like I was at the Rosemont for a professional production", commented Woody, a 92 year old WWII Veteran. On Friday, April 21 four veterans brought out their creative side and learned the techniques of painting with watercolors from Jill Dekeyser, a retired Director of Human Resources who is actively living out her dream of becoming a well-known watercolor artist. Frosso, a WWII Veteran's wife commented that this is the first time she has painted since all of her personal paintings were stolen from storage over 30 years ago. She vowed to start painting again at least once a week.

Partners in Adult Learning (PAL) Collaborative

Community adventures for the PAL program this season included a tour at Villa Olivia in Bartlett including the ski hill, banquet facilities and a behind the scenes look at the kitchen. A birthday celebration included making cake pops and baby picture guessing game of all the participants. The fall and winter season were spent choreographing and rehearsing an adapted version of the ballet, "Sleeping Beauty". The performance was on May 5 at Community Center for the Arts in Buffalo Grove.

The PURSUIT Adult Day Program

PURSUIT based in Rolling Meadows has moved forward to offer a trial for individuals who have funding or ability to pay for an aide that provides medical/personal care support while in the program. Both Hanover Park and Rolling Meadows will be offering one spot under these conditions in addition to the twenty clients per day.

From March to May there has been about 70 tours given to approximately 150 school personnel and families as more potential clients will age out of school in 2017. With the excitement of

PURSUIT II at the new Hanover Park site, the amount of tours have increased. During this time the PURSUIT team has also completed 40 assessments for potential new clients for the Hanover Park site.

On Friday, March 10 PURSUIT staff presented at the Connect to the Community workshop on innovative transition ideas. There was a great response and approximately 20 families signed up on the interest list.

During the week of March 13 to March 17, Chicago State University Pharmacy students volunteered at PURSUIT. The students were very impressed with the program and felt it really help gave them a better understand of why certain people need certain medications.

On Monday, April 3 Elk Grove High School volunteers came to see the PURSUIT program. The group of about 8 volunteers spent the morning with PURSUIT clients. At the end of the visit all of the students took information on further volunteering and/or future employment.

On Thursday, April 20 a class from U46 came to tour the PURSUIT program. The students and teachers were very impressed. Many of the parents for those students have since contacted us and signed up for the interest list. When it was time to leave the teacher commented that "this was the first place she has left after a tour and felt there was hope for her students."

On Monday, April 24 PURSUIT staff presented at an NSSEO parent and teacher transition meeting. As a result of the presentation 10 families were added to the interest list.

On Tuesday, April 25 PURSUIT visited the Hoosier Grove Museum and Barn, part of the Streamwood Park District. The clients were very impressed with their tour and want to experience the dream wedding options they have.

Staff Update

Part-Time Staff

This spring session, NWSRA had 22 part time program leaders on staff. Program Leaders have the responsibility of planning and implementing the programs and supervise the program assistants and volunteers. As for assistants, there were 116 part-time staff filling 45 program assistant slots.

Part Time Program leaders are currently evaluating and then sitting down with their assisting staff for a seasonal performance review. They are scheduled to wrap up their programs in Program Leader Closeout Meetings with the Support Services Coordinators where they evaluate the program and share helpful feedback. In May they will renew their First Aid, CPR and Crisis Prevention Intervention certifications. As well as take part in leading the mandatory training for all assisting staff. Spring is all about evaluation and training for part time staff.

Volunteers

During the winter/spring season, 108 individual volunteers donated time and talents to 10 separate club events, 8 sports teams, 34 weekly programs, 4 spring break camps, and 4 special events. Seventeen new volunteers have joined the team since March!

Interns

Jordan Ross, a student in Therapeutic Recreation at Illinois State University will be completing his Sr. Internship requirement at NWSRA over the summer for 16 weeks. Jordan will be assigned to a variety of programs including PURSUIT, weekly programs, day camp substitute, and inclusion one day a week. In addition, he will be traveling with our Lightning Athletes to attend the Illinois Special Olympics Summer Games as well as the Boccia Nationals in July. Morgan Retzer, a

student studying Therapeutic Recreation at Eastern Illinois University, will complete her fieldwork at NWSRA this summer as a camp counselor.

Staff Development and Training

During the past several months, staff have attended the following events which offer development and training opportunities:

- Fair Play at NWSRA Guidelines Review – March 7
- Participant Care Guideline Review and Training – March 7
- Sensory Integration Training – March 7
- Interviewing Techniques – April 18
- Twin Lakes Boating In-Service – April 18
- Tips for Working with Part-Time Staff and Volunteers – April 18
- Midwest Wheelchair and Adaptive Tennis Training – April 21
- ITRS Breakfast and Board Meeting – May 4

Two staff members attended the Midwest Wheelchair and Adaptive Tennis Training to expand their teaching skills in the area for Paralympics Tennis. The training was held at the Heritage Tennis Club in Arlington Heights on Friday, April 21. During the morning session, coaches were taught how to utilize adapted tennis equipment for athletes of all levels. The afternoon session focused on the actual skills of playing wheelchair tennis. In adapted tennis, the ball is allowed to bounce twice. It was an exciting experience for Lauren Jevaney and Michael Rusin, Program Specialists, to experience.

Behavior Team Report

Over the past several months the Behavior Team received six formal requests for support with specific participants. Two onsite program observations were conducted as a result of these requests. Ted Adatto, Inclusion Coordinator, facilitated a meeting for the Palatine Park District to coordinate behavioral solutions in an aftercare program. Numerous individual consultations with staff coordinating programs that include identified participants to continue to proactively address anticipated behavior challenges. The Behavior Team worked to update trainings for full-time staff in order to be prepared to deliver new information for the busy upcoming summer season.

Recruitment and Outreach

The Support Service department is in full motion as NWSRA gears up for summer! Recruitment flyers for employment have been distributed at over 50 locations within our 17 park districts, including local establishments and libraries. Erica Stanko, Recruitment Coordinator, has been working with 17 high schools to share information about working or volunteering at NWSRA. Over the past several months NWSRA was represented at 5 job fairs and 6 family events in the community.

NWSRA Intra-Staff Committees and Task Force Groups

The Lightning Sports Committee is developing a survey which will be sent at the end of each program session to get feedback skill development at practices and how it affects the outcome at the tournaments.

The Staff Enrichment Committee provided a fun event on St. Patrick's Day. The winner was the recipient of a Shamrock Shake. In April, staff made a canned goods donation and received a healthy smoothie.

VII. Financial/ Investment Statements

[Back to Home](#)



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SPECIAL LEISURE SERVICES
 FOUNDATION
 ATTN TRACEY CRAWFORD
 3000 CENTRAL RD STE 205
 ROLLING MDWS IL 60008-2551



January 1, 2017 - January 31, 2017
 Account Number: ~~XXXXXXXX~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,197,097.58	\$1,197,097.58
Dividends, Interest and Other Income	1,228.92	1,228.92
Net Change in Portfolio	22,118.76	22,118.76
ENDING ACCOUNT VALUE	\$1,220,445.26	\$1,220,445.26
Estimated Annual Income	\$16,861.03	

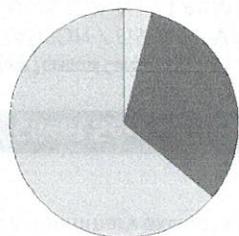
Your Financial Consultant:

HANSON / FISHER / VANDERLUGT
 (630) 871-2673

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Asset Summary



Percent	Asset Type
4%	Cash, Money Funds, and Bank Deposits
32%	Fixed Income
64%	Mutual Funds
100%	Account Total (Pie Chart)

Please review your allocation periodically with your Financial Consultant.

	Prior Year-End	Last Period	This Period
	49,732.24	49,732.24	50,961.16
	391,337.10	391,337.10	391,301.40
	756,028.24	756,028.24	778,182.70
\$1,197,097.58	\$1,197,097.58	\$1,197,097.58	\$1,220,445.26





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3000 CENTRAL RD STE 205
ROLLING MDWS IL 60008-2551



February 1, 2017 - February 28, 2017

Account Number: ~~XXXXXXXX~~

Your Financial Consultant:

HANSON / FISHER / VANDERLUGT
(630) 871-2673

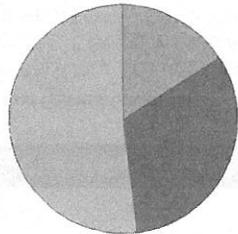
Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,220,445.26	\$1,197,097.58
Dividends, Interest and Other Income	433.68	1,662.60
Net Change in Portfolio	20,319.03	42,437.79
ENDING ACCOUNT VALUE	\$1,241,197.97	\$1,241,197.97
Estimated Annual Income	\$15,028.81	

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Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
16%	Cash, Money Funds, and Bank Deposits	49,732.24	50,961.16	201,381.84
32%	Fixed Income	391,337.10	391,301.40	391,585.60
52%	Mutual Funds	756,028.24	778,182.70	648,230.53
100%	Account Total (Pie Chart)	\$1,197,097.58	\$1,220,445.26	\$1,241,197.97

Please review your allocation periodically with your Financial Consultant.

Additional Information

Description	This Period	Year-to-Date
Securities Bought and Sold	\$149,987.00	\$149,987.00





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March 1, 2017 - March 31, 2017

Account Number: ~~XXXXXXXX~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,241,197.97	\$1,197,097.58
Dividends, Interest and Other Income	2,575.04	4,237.64
Net Change in Portfolio	3,748.66	46,186.45
ENDING ACCOUNT VALUE	\$1,247,521.67	\$1,247,521.67
Estimated Annual Income	\$15,091.46	

Your Financial Advisor Is:

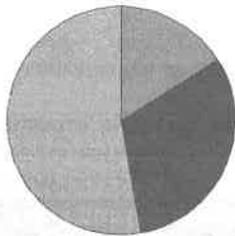
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Asset Summary



Percent	Asset Type	Prior Year-End	Last Period	This Period
16%	Cash, Money Funds, and Bank Deposits	49,732.24	201,381.84	202,300.15
31%	Fixed Income	391,337.10	391,585.60	390,854.70
53%	Mutual Funds	756,028.24	648,230.53	654,366.82
100%	Account Total (Pie Chart)	\$1,197,097.58	\$1,241,197.97	\$1,247,521.67

Please review your allocation periodically with your Financial Advisor.

Additional Information

Description	This Period	Year-to-Date
Securities Bought and Sold	-\$1,656.73	\$148,330.27





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ROLLING MDWS IL 60008-2551



April 1, 2017 - April 30, 2017
Account Number: ~~6BRX12070~~

Portfolio at a Glance

	This Period	Year-to-Date
BEGINNING ACCOUNT VALUE	\$1,247,521.67	\$1,197,097.58
Dividends, Interest and Other Income	384.80	4,622.44
Net Change in Portfolio	8,906.71	55,093.16
ENDING ACCOUNT VALUE	\$1,256,813.18	\$1,256,813.18
Estimated Annual Income	\$15,137.19	

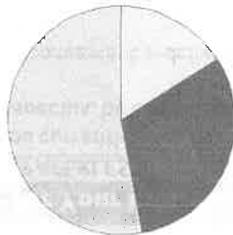
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Asset Summary



Percent	Asset Type
16%	Cash, Money Funds, and Bank Deposits
31%	Fixed Income
53%	Mutual Funds
100%	Account Total (Pie Chart)

Please review your allocation periodically with your Financial Advisor.

	Prior Year-End	Last Period	This Period
	49,732.24	202,300.15	202,684.95
	391,337.10	390,854.70	390,554.10
	756,028.24	654,366.82	663,574.13
Total	\$1,197,097.58	\$1,247,521.67	\$1,256,813.18



NORTHWEST SPECIAL RECREATION ASSOCIATION
 BUDGET VS ACTUAL and CASH BALANCE

JANUARY 31, 2017

(A) BUDGET
 VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	901,789	903,314	1,525	375,477	151,672	(223,804)	526,312	751,641	225,329
February	43,171		(43,171)	371,910		(371,910)	(328,739)	0	328,739
March	534,362		(534,362)	564,303		(564,303)	(29,941)	0	29,941
April	63,585		(63,585)	433,835		(433,835)	(370,250)	0	370,250
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	901,789	903,314	1,525	375,477	151,672	(223,804)	526,312	751,641	225,329

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,762	751,641	(345,398)	(93,278)	822 a.	5,073,549
February	5,073,549	0			a.	5,073,549
March	5,073,549	0			a.	5,073,549
April	5,073,549	0			a.	5,073,549
May	5,073,549	0			a.	5,073,549
June	5,073,549	0			a.	5,073,549
July	5,073,549	0			a.	5,073,549
August	5,073,549	0			a.	5,073,549
September	5,073,549	0			a.	5,073,549
October	5,073,549	0			a.	5,073,549
November	5,073,549	0			a.	5,073,549
December	5,073,549	0			a.	5,073,549

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

JANUARY 31, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	214,656	44,688	11,231	8,082	(3,150)	158,736	206,574	47,838
February	98,564		(98,564)	15,015		(15,015)	83,549	0	(83,549)
March	36,528		(36,528)	102,393		(102,393)	(65,865)	0	65,865
April	16,678		(16,678)	2,793		(2,793)	13,885	0	(13,885)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	169,967	214,656	44,688	11,231	8,082	(3,150)	158,736	206,574	47,838

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,431,079	206,574	(15,500)		(150,050)	1,472,103
February	1,472,103					1,472,103
March	1,472,103					1,472,103
April	1,472,103					1,472,103
May	1,472,103					1,472,103
June	1,472,103					1,472,103
July	1,472,103					1,472,103
August	1,472,103					1,472,103
September	1,472,103					1,472,103
October	1,472,103					1,472,103
November	1,472,103					1,472,103
December	1,472,103					1,472,103

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

ONE MONTH ENDING JANUARY 31, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	0	42	(42)	833
RESTRICTED FUNDRAISING	0	0	0	0
RESTRICTED DONATIONS	1,293	1,167	126	614
UNRESTRICTED FUNDRAISING	34,238	13,750	20,488	33,270
UNRESTRICTED DONATIONS	5,767	5,000	767	5,674
INVESTMENT TRANSFER	150,000	150,000	0	0
TOTAL REVENUE	191,297	169,958	21,339	40,391
<u>EXPENDITURES</u>				
ADMINISTRATION	7,178	7,040	139	3,346
RESTRICTED FUNDRAISING	0	0	0	0
UNRESTRICTED FUNDRAISING	903	4,192	(3,288)	4,297
GRANTS GIVEN	0	0	0	0
TOTAL EXPENSES	8,082	11,231	(3,150)	7,643
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	183,216	158,727	24,489	32,748
<u>INVESTMENT INCOME (LOSS)</u>	23,358	9	23,349	(37,335)
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 206,574	\$ 158,736	\$ 47,838	\$ (4,587)

*includes BF Edwards Investment Income and Interest Income from BAC account

NORTHWEST SPECIAL RECREATION ASSOCIATION

BUDGET VS ACTUAL and CASH BALANCE

FEBRUARY 28, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	901,789	903,314	1,525	375,477	151,672	(223,804)	526,312	751,641	225,329
February	43,171	65,863	22,692	371,910	278,104	(93,807)	(328,739)	(212,241)	116,499
March	534,362		(534,362)	564,303		(564,303)	(29,941)	0	29,941
April	63,585		(63,585)	433,835		(433,835)	(370,250)	0	370,250
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	944,960	969,177	24,217	747,387	429,776	(317,611)	197,573	539,401	341,828

(B) CASH BALANCE	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,762	751,641	(345,398)	(93,278)	822 a.	5,073,549
February	5,073,549	(212,241)	0	3,862	(140,725) a.	4,724,445
March	4,724,445	0			a.	4,724,445
April	4,724,445	0			a.	4,724,445
May	4,724,445	0			a.	4,724,445
June	4,724,445	0			a.	4,724,445
July	4,724,445	0			a.	4,724,445
August	4,724,445	0			a.	4,724,445
September	4,724,445	0			a.	4,724,445
October	4,724,445	0			a.	4,724,445
November	4,724,445	0			a.	4,724,445
December	4,724,445	0			a.	4,724,445

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

FEBRUARY 28, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	214,656	44,688	11,231	8,082	(3,150)	158,736	206,574	47,838
February	98,564	57,448	(41,116)	15,015	25,616	10,601	83,549	31,832	(51,717)
March	36,528		(36,528)	102,393		(102,393)	(65,865)	0	65,865
April	16,678		(16,678)	2,793		(2,793)	13,885	0	(13,885)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	268,531	272,104	3,572	26,247	33,698	7,451	242,285	238,406	(3,879)

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,431,079	206,574	(15,500)	0	(150,050)	1,472,103
February	1,472,103	31,832	0	0	(62)	1,503,873
March	1,503,873	0				1,503,873
April	1,503,873	0				1,503,873
May	1,503,873	0				1,503,873
June	1,503,873	0				1,503,873
July	1,503,873	0				1,503,873
August	1,503,873	0				1,503,873
September	1,503,873	0				1,503,873
October	1,503,873	0				1,503,873
November	1,503,873	0				1,503,873
December	1,503,873	0				1,503,873

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

TWO MONTHS ENDING FEBRUARY 28, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	2,316	6,860	(4,544)	1,667
RESTRICTED FUNDRAISING	1,150	1,375	(225)	410
RESTRICTED DONATIONS	0	0	0	614
UNRESTRICTED FUNDRAISING	31,741	40,320	(8,579)	66,782
UNRESTRICTED DONATIONS	1,478	0	1,478	5,999
INVESTMENT TRANSFER	0	50,000	(50,000)	0
TOTAL REVENUE	36,685	98,555	(61,870)	75,472
<u>EXPENDITURES</u>				
ADMINISTRATION	3,654	700	2,954	5,173
RESTRICTED FUNDRAISING	0	0	0	0
UNRESTRICTED FUNDRAISING	21,962	14,315	7,647	20,768
GRANTS GIVEN	0	0	0	0
TOTAL EXPENSES	25,616	15,015	10,601	25,941
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	11,069	83,539	(72,470)	49,531
<u>INVESTMENT INCOME (LOSS)</u>	20,763	9	20,754	(40,353)
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 31,832	\$ 83,549	\$ (51,717)	\$ 9,178

*includes BF Edwards Investment Income and Interest Income from BAC account

NORTHWEST SPECIAL RECREATION ASSOCIATION

BUDGET VS ACTUAL and CASH BALANCE

MARCH 31, 2017

(A) BUDGET VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	901,789	903,314	1,525	375,477	151,240	(224,236)	526,312	752,073	225,761
February	43,171	65,863	22,692	371,910	278,104	(93,807)	(328,739)	(212,241)	116,499
March	534,362	429,501	(104,861)	564,303	458,851	(105,452)	(29,941)	(29,350)	591
April	63,585		(63,585)	433,835		(433,835)	(370,250)	0	370,250
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	1,479,321	1,398,678	(80,644)	1,311,690	888,195	(423,495)	167,632	510,483	342,851

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,762	752,073	(345,398)	(93,278)	390 a.	5,073,549
February	5,073,549	(212,241)	0	3,862	(140,725) a.	4,724,445
March	4,724,445	(29,350)	0	3,951	1,207 a.	4,700,252
April	4,700,252	0			a.	4,700,252
May	4,700,252	0			a.	4,700,252
June	4,700,252	0			a.	4,700,252
July	4,700,252	0			a.	4,700,252
August	4,700,252	0			a.	4,700,252
September	4,700,252	0			a.	4,700,252
October	4,700,252	0			a.	4,700,252
November	4,700,252	0			a.	4,700,252
December	4,700,252	0			a.	4,700,252

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

MARCH 31, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	214,656	44,688	11,231	8,082	(3,150)	158,736	206,574	47,838
February	98,564	57,448	(41,116)	15,015	25,616	10,601	83,549	31,832	(51,717)
March	36,528	17,950	(18,578)	102,393	8,020	(94,373)	(65,865)	9,930	75,795
April	16,678		(16,678)	2,793		(2,793)	13,885	0	(13,885)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	305,060	290,054	(15,006)	128,640	41,718	(86,922)	176,420	248,336	71,916

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,431,079	206,574	(15,500)	0	(150,050)	1,472,103
February	1,472,103	31,832	0	0	(62)	1,503,873
March	1,503,873	9,930	112	0	0	1,513,915
April	1,513,915	0				1,513,915
May	1,513,915	0				1,513,915
June	1,513,915	0				1,513,915
July	1,513,915	0				1,513,915
August	1,513,915	0				1,513,915
September	1,513,915	0				1,513,915
October	1,513,915	0				1,513,915
November	1,513,915	0				1,513,915
December	1,513,915	0				1,513,915

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

THREE MONTHS ENDING MARCH 31, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	4,509	13,761	(9,253)	4,333
RESTRICTED FUNDRAISING	1,400	6,184	(4,784)	900
RESTRICTED DONATIONS	1,293	1,267	26	614
UNRESTRICTED FUNDRAISING	70,899	72,570	(1,671)	74,177
UNRESTRICTED DONATIONS	11,497	11,250	247	6,662
INVESTMENT TRANSFER	150,000	200,000	(50,000)	0
TOTAL REVENUE	239,598	305,032	(65,435)	86,686
<u>EXPENDITURES</u>				
ADMINISTRATION	15,449	13,757	1,692	5,861
RESTRICTED FUNDRAISING	0	342	(342)	0
UNRESTRICTED FUNDRAISING	26,268	22,874	3,394	20,768
GRANTS GIVEN	0	91,667	(91,667)	0
TOTAL EXPENSES	41,718	128,640	(86,922)	26,629
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	197,880	176,392	21,488	60,057
<u>INVESTMENT INCOME (LOSS)</u>	50,456	27	50,429	6,119
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 248,336	\$ 176,420	\$ 71,916	\$ 66,176

*includes BF Edwards Investment Income and Interest Income from BAC account

NORTHWEST SPECIAL RECREATION ASSOCIATION

BUDGET VS ACTUAL and CASH BALANCE

APRIL 30, 2017

(A) BUDGET VS ACTUAL

MONTH	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)
January	901,789	903,314	1,525	375,477	140,906	(234,571)	526,312	762,408	236,096
February	43,171	65,863	22,692	371,910	278,104	(93,807)	(328,739)	(212,241)	116,499
March	534,362	429,501	(104,861)	564,303	458,851	(105,452)	(29,941)	(29,350)	591
April	63,585	79,878	16,293	433,835	324,939	(108,895)	(370,250)	(245,062)	125,188
May	1,131,512		(1,131,512)	435,071		(435,071)	696,441	0	(696,441)
June	63,660		(63,660)	469,581		(469,581)	(405,921)	0	405,921
July	922,202		(922,202)	494,027		(494,027)	428,176	0	(428,176)
August	63,610		(63,610)	421,835		(421,835)	(358,225)	0	358,225
September	304,825		(304,825)	542,352		(542,352)	(237,527)	0	237,527
October	138,938		(138,938)	412,160		(412,160)	(273,223)	0	273,223
November	1,019,431		(1,019,431)	369,127		(369,127)	650,304	0	(650,304)
December	136,338		(136,338)	425,606		(425,606)	(289,268)	0	289,268
TOTAL YTD	1,542,906	1,478,555	(64,351)	1,745,525	1,202,800	(542,725)	(202,618)	275,755	478,374

(B) CASH BALANCE

MONTH	BEGINNING OF	EXCESS REV.	NON-CASH	NON CASH	BALANCE SHEET	END OF
	MONTH	(EXP.) FOR MONTH	REVENUE	EXPENSES	TRANSACTIONS	MONTH
January	4,759,766	762,408	(345,398)	(93,278)	(9,945) a.	5,073,553
February	5,073,553	(212,241)	0	3,862	(140,725) a.	4,724,449
March	4,724,449	(29,350)	0	3,951	1,207 a.	4,700,256
April	4,700,256	(245,062)	0	3,951	672 a.	4,459,817
May	4,459,817	0			a.	4,459,817
June	4,459,817	0			a.	4,459,817
July	4,459,817	0			a.	4,459,817
August	4,459,817	0			a.	4,459,817
September	4,459,817	0			a.	4,459,817
October	4,459,817	0			a.	4,459,817
November	4,459,817	0			a.	4,459,817
December	4,459,817	0			a.	4,459,817

a. FSA Withholding / Payments and collected key security deposits.

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL and CASH BALANCE

APRIL 30, 2017

(A) BUDGET VS ACTUAL	REVENUE			EXPENSES			EXCESS REVENUE (EXPENSE)		
	MONTH	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL	OVER (UNDER)	BUDGET	ACTUAL
January	169,967	64,656	(105,312)	11,231	8,082	(3,150)	158,736	56,574	(102,162)
February	98,564	57,448	(41,116)	15,015	25,616	10,601	83,549	31,832	(51,717)
March	36,528	17,950	(18,578)	102,393	8,020	(94,373)	(65,865)	9,930	75,795
April	16,678	31,728	15,050	2,793	32,157	29,363	13,885	(429)	(14,314)
May	32,778		(32,778)	107,717		(107,717)	(74,939)	0	74,939
June	30,200		(30,200)	100,460		(100,460)	(70,261)	0	70,261
July	18,678		(18,678)	5,901		(5,901)	12,777	0	(12,777)
August	36,408		(36,408)	1,450		(1,450)	34,958	0	(34,958)
September	124,658		(124,658)	117,048		(117,048)	7,610	0	(7,610)
October	36,350		(36,350)	118,657		(118,657)	(82,308)	0	82,308
November	72,660		(72,660)	17,117		(17,117)	55,542	0	(55,542)
December	32,211		(32,211)	105,366		(105,366)	(73,156)	0	73,156
TOTAL YTD	321,738	171,782	(149,956)	131,433	73,874	(57,559)	190,305	97,908	(92,397)

(B) CASH BALANCE	BEGINNING OF MONTH	EXCESS REV. (EXP.) FOR MONTH	NON-CASH REVENUE	NON CASH EXPENSES	BALANCE SHEET TRANSACTIONS	END OF MONTH
January	1,436,876	56,574	(15,500)	0	(50)	1,477,900
February	1,477,900	31,832	0	0	(62)	1,509,670
March	1,509,670	9,930	112	0	0	1,519,712
April	1,519,712	(429)	0	0	(200)	1,519,083
May	1,519,083	0				1,519,083
June	1,519,083	0				1,519,083
July	1,519,083	0				1,519,083
August	1,519,083	0				1,519,083
September	1,519,083	0				1,519,083
October	1,519,083	0				1,519,083
November	1,519,083	0				1,519,083
December	1,519,083	0				1,519,083

SPECIAL LEISURE SERVICES FOUNDATION

BUDGET VS ACTUAL - SUMMARY BY TYPE

FOUR MONTHS ENDING APRIL 30, 2017

	2017			2016 PRIOR YR ACTUAL
	ACTUAL	BUDGET	OVER (UNDER)	
<u>REVENUE</u>				
GRANTS	4,509	20,621	(16,113)	5,333
RESTRICTED FUNDRAISING	5,620	10,993	(5,373)	9,615
RESTRICTED DONATIONS	1,443	1,267	176	1,376
UNRESTRICTED FUNDRAISING	85,689	77,570	8,119	84,312
UNRESTRICTED DONATIONS	14,763	11,250	3,513	11,533
INVESTMENT TRANSFER	0	200,000	(200,000)	0
TOTAL REVENUE	112,023	321,701	(209,678)	112,169
<u>EXPENDITURES</u>				
ADMINISTRATION	20,289	16,551	3,738	9,199
RESTRICTED FUNDRAISING	1,292	342	951	231
UNRESTRICTED FUNDRAISING	26,268	22,874	3,394	24,361
GRANTS GIVEN	26,025	91,667	(65,642)	0
TOTAL EXPENSES	73,874	131,433	(57,559)	33,791
<u>OPERATING</u>				
EXCESS REVENUE (EXPENSES)	38,149	190,268	(152,120)	78,378
<u>INVESTMENT INCOME (LOSS)</u>				
	59,759	37	59,722	17,393
*				
<u>NET EXCESS REVENUE (EXPENSE)</u>	\$ 97,908	\$ 190,305	\$ (92,397)	\$ 95,771

*includes BF Edwards Investment Income and Interest Income from BAC account

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW JANUARY 31, 2017

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
IMPREST/DONORSHARE (Harris Bank)	14,312	476	14,788
MMKT/BAC (Harris Bank)	2,079,264	255,328	2,334,592
PAYROLL (Harris Bank)	148,391		148,391
IPDLAF	201,134		201,134
TOTAL	2,443,601	255,954	2,699,555
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS		1,220,445	1,220,445
PFM Asset Management	1,272,577		1,272,577
TOTAL	1,272,577	1,220,445	2,493,022
<u>RESERVES:</u>			
<u>OPERATING</u>			
<u>CAPITAL</u>			
MAX SAFE 1 (Village Bank & Trust)	1,269,133		1,269,133
MAX SAFE 2 (Village Bank & Trust)	91,831		91,831
SMALL BUS (Village Bank & Trust)	100		100
TOTAL	1,361,065		1,361,065
<u>TOTAL CASH & RESERVES</u>			
January 31, 2017	\$ 5,077,242	\$ 1,476,400	\$ 6,553,643
 <u>TOTAL CASH & RESERVES</u>			
January 31, 2016			
CASH	\$ 2,322,946	\$ 129,423	\$ 2,452,369
RESERVES - OPER	1,160,035		1,160,035
RESERVES - CAP	140,510		140,510
RESERVES - INVEST	1,000,525	1,243,859	2,244,384
	\$ 4,624,016	\$ 1,373,282	\$ 5,997,298

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW FEBRUARY 28, 2017

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
IMPREST/DONORSHARE (Harris Bank)	17,696	476	18,173
MMKT/BAC (Harris Bank)	1,683,166	267,596	1,950,761
PAYROLL (Harris Bank)	241,032		241,032
IPDLAF	301,657		301,657
TOTAL	<u>2,244,050</u>	<u>268,222</u>	<u>2,512,272</u>
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS		1,241,198	1,241,198
PFM Asset Management	1,123,086		1,123,086
TOTAL	<u>1,123,086</u>	<u>1,241,198</u>	<u>2,364,284</u>
<u>RESERVES:</u>			
<u>OPERATING</u>			
<u>CAPITAL</u>			
MAX SAFE 1 (Village Bank & Trust)	1,269,231		1,269,231
MAX SAFE 2 (Village Bank & Trust)	91,832		91,832
SMALL BUS (Village Bank & Trust)	100		100
TOTAL	<u>1,361,163</u>		<u>1,361,163</u>
<u>TOTAL CASH & RESERVES</u>			
February 28, 2017	<u>\$ 4,728,300</u>	<u>\$ 1,509,420</u>	<u>\$ 6,237,720</u>
<u>TOTAL CASH & RESERVES</u>			
February 28, 2016			
CASH	\$ 2,467,500	\$ 144,522	\$ 2,612,022
RESERVES - OPER	1,000,604		1,000,604
RESERVES - CAP	140,511		140,511
RESERVES - INVEST	1,159,908	1,240,830	2,400,738
TOTAL	<u>\$ 4,768,523</u>	<u>\$ 1,385,352</u>	<u>\$ 6,153,875</u>

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW MARCH 31, 2017

	<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>			
PETTY CASH	\$ 500	\$ 150	\$ 650
IMPREST/DONORSHARE (Harris Bank)	10,178	476	10,654
MMKT/BAC (Harris Bank)	1,908,305	271,294	2,179,599
PAYROLL (Harris Bank)	149,544		149,544
IPDLAF	137,733		137,733
TOTAL	2,206,260	271,921	2,478,180
<u>RESERVES: INVESTMENTS</u>			
BF EDWARDS		1,247,522	1,247,522
PFM Asset Management	1,124,214		1,124,214
TOTAL	1,124,214	1,247,522	2,371,736
<u>RESERVES:</u>			
<u>OPERATING</u>			
<u>CAPITAL</u>			
MAX SAFE 1 (Village Bank & Trust)	1,269,338		1,269,338
MAX SAFE 2 (Village Bank & Trust)	104,033		104,033
SMALL BUS (Village Bank & Trust)	100		100
TOTAL	1,373,471		1,373,471
<u>TOTAL CASH & RESERVES</u>			
March 31, 2017	\$ 4,703,945	\$ 1,519,442	\$ 6,223,388
 <u>TOTAL CASH & RESERVES</u>			
March 31, 2016			
CASH	\$ 2,028,907	\$ 156,739	\$ 2,185,646
RESERVES - OPER	1,000,689		1,000,689
RESERVES - CAP	140,612		140,612
RESERVES - INVEST	1,162,275	1,287,288	2,449,563
	\$ 4,332,483	\$ 1,444,027	\$ 5,776,510

NORTHWEST SPECIAL RECREATION ASSOCIATION
SPECIAL LEISURE SERVICES FOUNDATION

ORGANIZATIONAL CASH OVERVIEW APRIL 30, 2017

		<u>NWSRA</u>	<u>SLSF</u>	<u>TOTAL</u>
<u>WORKING CASH</u>				
	PETTY CASH	\$ 500	\$ 150	\$ 650
	IMPREST/DONORSHARE (Harris Bank)	16,800	476	17,277
	MMKT/BAC (Harris Bank)	1,521,469	261,644	1,783,113
	PAYROLL (Harris Bank)	157,190		157,190
	IPDLAF	262,742		262,742
	TOTAL	<u>1,958,701</u>	<u>262,270</u>	<u>2,220,972</u>
<u>RESERVES: INVESTMENTS</u>				
	BF EDWARDS		1,256,813	1,256,813
	PFM Asset Management	1,124,126		1,124,126
	TOTAL	<u>1,124,126</u>	<u>1,256,813</u>	<u>2,380,939</u>
<u>RESERVES:</u>				
	<u>OPERATING</u>			
	<u>CAPITAL</u>			
	MAX SAFE 1 (Village Bank & Trust)	1,269,443		1,269,443
	MAX SAFE 2 (Village Bank & Trust)	104,034		104,034
	SMALL BUS (Village Bank & Trust)	100		100
	TOTAL	<u>1,373,577</u>		<u>1,373,577</u>
<u>TOTAL CASH & RESERVES</u>				
	April 30, 2017	<u>\$ 4,456,404</u>	<u>\$ 1,519,083</u>	<u>\$ 5,975,487</u>
 <u>TOTAL CASH & RESERVES</u>				
	April 30, 2016			
	CASH	\$ 1,851,137	\$ 175,120	\$ 2,026,257
	RESERVES - OPER	1,000,771		1,000,771
	RESERVES - CAP	140,514		140,514
	RESERVES - INVEST	1,162,145	1,298,554	2,460,699
		<u>\$ 4,154,567</u>	<u>\$ 1,473,674</u>	<u>\$ 5,628,241</u>

Special Leisure Services Foundation
Balance Sheet
As of January 31, 2017

	Jan 31, 17
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	255,328.12
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	117,118.04
11300 · BENJAMIN EDWARDS - Other	1,103,327.22
Total 11300 · BENJAMIN EDWARDS	1,220,445.26
11810 · Credit Card - Discover	400.00
11820 · Credit Card - MasterCard	786.00
11830 · Credit Card - Visa	-5,482.73
Total Checking/Savings	1,472,103.02
Other Current Assets	
12300 · ACCOUNTS RECEIVABLE-OTHER	50.00
Total Other Current Assets	50.00
Total Current Assets	1,472,153.02
Other Assets	
12500 · PREPAID EXPENSES	1,499.97
Total Other Assets	1,499.97
TOTAL ASSETS	1,473,652.99
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21000 · Accounts Payable	-150,000.00
Total Accounts Payable	-150,000.00
Total Current Liabilities	-150,000.00
Total Liabilities	-150,000.00
Equity	
29000 · Retained Earnings	1,399,595.95
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	206,573.99
Total Equity	1,623,652.99
TOTAL LIABILITIES & EQUITY	1,473,652.99

Special Leisure Services Foundation
Balance Sheet
 As of February 28, 2017

	Feb 28, 17
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	267,595.62
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	117,118.04
11300 · BENJAMIN EDWARDS - Other	1,124,079.93
Total 11300 · BENJAMIN EDWARDS	1,241,197.97
11820 · Credit Card - MasterCard	86.00
11830 · Credit Card - Visa	-5,632.93
Total Checking/Savings	1,503,873.03
Other Current Assets	
12300 · ACCOUNTS RECEIVABLE-OTHER	112.00
Total Other Current Assets	112.00
Total Current Assets	1,503,985.03
Other Assets	
12500 · PREPAID EXPENSES	1,499.97
Total Other Assets	1,499.97
TOTAL ASSETS	1,505,485.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21000 · Accounts Payable	-150,000.00
Total Accounts Payable	-150,000.00
Total Current Liabilities	-150,000.00
Total Liabilities	-150,000.00
Equity	
29000 · Retained Earnings	1,399,595.95
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	238,406.00
Total Equity	1,655,485.00
TOTAL LIABILITIES & EQUITY	1,505,485.00

Special Leisure Services Foundation
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	271,294.30
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	202,300.15
11300 · BENJAMIN EDWARDS - Other	1,045,221.52
Total 11300 · BENJAMIN EDWARDS	<u>1,247,521.67</u>
11820 · Credit Card - MasterCard	-150.00
11830 · Credit Card - Visa	419.80
Total Checking/Savings	<u>1,519,712.14</u>
Total Current Assets	1,519,712.14
Other Assets	
12500 · PREPAID EXPENSES	1,499.97
Total Other Assets	<u>1,499.97</u>
TOTAL ASSETS	<u><u>1,521,212.11</u></u>
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,405,392.68
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	98,336.38
Total Equity	<u>1,521,212.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,521,212.11</u></u>

Special Leisure Services Foundation
Balance Sheet
 As of April 30, 2017

	Apr 30, 17
ASSETS	
Current Assets	
Checking/Savings	
10100 · Petty Cash	150.00
10200 · BAC Account (Harris Bank)	261,643.85
10600 · DonorShare (Harris Bank)	476.37
11300 · BENJAMIN EDWARDS	
11310 · Investments-Cash	202,684.95
11300 · BENJAMIN EDWARDS - Other	1,054,128.23
Total 11300 · BENJAMIN EDWARDS	1,256,813.18
Total Checking/Savings	1,519,083.40
Other Current Assets	
12200 · Event Deposits	200.00
Total Other Current Assets	200.00
Total Current Assets	1,519,283.40
Other Assets	
12500 · PREPAID EXPENSES	1,499.97
Total Other Assets	1,499.97
TOTAL ASSETS	1,520,783.37
LIABILITIES & EQUITY	
Equity	
29000 · Retained Earnings	1,405,392.68
29200 · Net Assets-Temp. Restricted	17,483.05
Net Income	97,907.64
Total Equity	1,520,783.37
TOTAL LIABILITIES & EQUITY	1,520,783.37

Special Leisure Services Foundation
Profit & Loss Budget vs. Actual
 January through April 2017

	<u>Jan - Apr ...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Ordinary Income/Expense				
Income				
31100 · Investment Income -BF Edw				
31101 · Unrealized Gain (Loss)-BF Edw	59,715.60			
Total 31100 · Investment Income -BF Edw	59,715.60			
31110 · Interest Income BAC Acct	43.47	36.64	6.83	118.6%
31200 · Grants				
31205 · Grant Reserves	0.00	0.00	0.00	0.0%
31210 · Township	3,473.53			
31250 · Private Foundations	1,035.00	20,454.56	-19,419.56	5.1%
31260 · Public Foundations	0.00	166.64	-166.64	0.0%
Total 31200 · Grants	4,508.53	20,621.20	-16,112.67	21.9%
31300 · Restricted Fundraising				
31310 · Registration	2,370.00	6,111.10	-3,741.10	38.8%
31330 · Hole Sponsors	1,250.00	757.15	492.85	165.1%
31340 · Event Sponsors	1,750.00	4,125.00	-2,375.00	42.4%
31390 · Contest Holes	250.00			
Total 31300 · Restricted Fundraising	5,620.00	10,993.25	-5,373.25	51.1%
31400 · Restricted Donations				
31410 · Memorial Donations	0.00	50.00	-50.00	0.0%
31420 · General Donations	1,442.50	50.00	1,392.50	2,885.0%
31430 · Annual Appeal	0.00	1,166.66	-1,166.66	0.0%
Total 31400 · Restricted Donations	1,442.50	1,266.66	175.84	113.9%
32300 · Unrestricted Fundraising				
32310 · Registration	33,055.00	37,500.00	-4,445.00	88.1%
32320 · Raffle Tickets	11,875.00	9,600.00	2,275.00	123.7%
32330 · Hole Sponsors	6,050.00	5,000.00	1,050.00	121.0%
32340 · Event Sponsors	21,425.00	8,500.00	12,925.00	252.1%
32360 · Auctions	10,951.10	14,000.00	-3,048.90	78.2%
32390 · Contest Holes	2,333.00	2,970.00	-637.00	78.6%
Total 32300 · Unrestricted Fundraising	85,689.10	77,570.00	8,119.10	110.5%
32400 · Unrestricted Donations				
32410 · Memorial Donations	90.00	250.00	-160.00	36.0%
32420 · General Donations	8,441.94	6,000.00	2,441.94	140.7%
32430 · Annual Appeal	6,230.75	5,000.00	1,230.75	124.6%
Total 32400 · Unrestricted Donations	14,762.69	11,250.00	3,512.69	131.2%
33700 · Investment Transfer	0.00	200,000.00	-200,000.00	0.0%
Total Income	171,781.89	321,737.75	-149,955.86	53.4%
Gross Profit	171,781.89	321,737.75	-149,955.86	53.4%
Expense				
40000 · Administration				
40100 · Postage	819.28	2,600.00	-1,780.72	31.5%
40200 · Office Expense	979.64	1,175.89	-196.25	83.3%
40250 · Credit Card fees	436.16	1,312.49	-876.33	33.2%
40400 · Professional Memberships	685.00	735.00	-50.00	93.2%
40500 · Education/Training	0.00	403.00	-403.00	0.0%
40600 · Public Education/Information	4,669.26	2,824.28	1,844.98	165.3%
40700 · Printing	2,677.00			
40800 · Professional Fees	10,022.47	7,500.00	2,522.47	133.6%
Total 40000 · Administration	20,288.81	16,550.66	3,738.15	122.6%
41300 · Fundraising Restricted				
41330 · Gifts	1,152.00			
41375 · Lightning Athletes Booster Club	140.13	341.50	-201.37	41.0%
Total 41300 · Fundraising Restricted	1,292.13	341.50	950.63	378.4%

Special Leisure Services Foundation Profit & Loss Budget vs. Actual January through April 2017

	<u>Jan - Apr ...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
42300 · Fundraising Unrestricted				
42310 · Signs	0.00	50.00	-50.00	0.0%
42320 · Food	19,065.00	18,060.00	1,005.00	105.6%
42340 · Recognition	245.99			
42350 · Prizes	1,333.00	1,503.95	-170.95	88.6%
42370 · Printing	3,243.04	1,716.40	1,526.64	188.9%
42380 · Supplies	2,381.28	1,543.82	837.46	154.2%
Total 42300 · Fundraising Unrestricted	<u>26,268.31</u>	<u>22,874.17</u>	<u>3,394.14</u>	<u>114.8%</u>
43000 · Grants Given				
43650 · Capital Improvements	26,025.00	91,666.67	-65,641.67	28.4%
Total 43000 · Grants Given	<u>26,025.00</u>	<u>91,666.67</u>	<u>-65,641.67</u>	<u>28.4%</u>
Total Expense	<u>73,874.25</u>	<u>131,433.00</u>	<u>-57,558.75</u>	<u>56.2%</u>
Net Ordinary Income	<u>97,907.64</u>	<u>190,304.75</u>	<u>-92,397.11</u>	<u>51.4%</u>
Net Income	<u><u>97,907.64</u></u>	<u><u>190,304.75</u></u>	<u><u>-92,397.11</u></u>	<u><u>51.4%</u></u>



FY 2017
Financial Report
January-March 2017

Line Item #	Description	FY 2017 Budget	January-March 2017	% Change from Budget	Explanation
Income					
31110	Interest Income	110.00	32.37	29.4%	SLSF is on target for this line item.
31200	Grants Received	75,500.00	4,508.53	6.0%	SLSF applies for grants in the first and second quarters and then receives most awards in the third and fourth quarters.
31300	Restricted Fundraising	55,910.00	1,400.00	2.5%	SLSF's restricted events take place in the second and third quarter. The money that has been raised is sponsor money that was sent in anticipation of those events.
31400	Restricted Donations	3,900.00	1,292.50	33.1%	The donation shown here was the total of all 2016 donations made via the NWSRA registration form. There are no additional events currently scheduled. SLSF is on target for this line item.
32300	Unrestricted Fundraising	245,260.00	70,899.10	28.9%	These monies represent the funds raised by the fashion show as well as registrations for the Buffalo Grove golf outing which is held in the second quarter. This item is on target.
32400	Unrestricted Donations	50,000.00	11,497.49	23.0%	The largest part of these donations represent funds that were given via the holiday annual appeal and then made using the Just Give website. The donations were made in December 2016, but the check came from Just Give in January. Donors received thank you letters for a 2016 gift, but the money came at the end of January so was booked as 2017 dollars.
33700	Investment Transfer	275,000.00	150,000.00	54.5%	An initial \$150,000 was transferred from investments to pay for the ramp construction at HPPD. Additional funding will be transferred as needed.
	Total Revenue	705,680.00	239,629.99	34.0%	
Expense					
Administration					
40100	Postage	6,000.00	819.28	13.7%	This line item is under 25% because, the bulk of SLSF mailings occurs in the last three quarters.
40200	Office Expense	3,000.00	216.76	7.2%	This number is comparable to the first quarter of 2016. The largest expense in this line item are the SLSF giveaways, staff shirts which are ordered in the second and third quarters and other office supplies. An order for office supplies was made in late 2016 so there was no need to purchase additional items in the first quarter.
40250	Credit Card Fees	4,500.00	344.74	7.7%	With only one event occurring in the first quarter, these fees are low, as can be expected. Credit card fees are associated with SLSF event registrations and online donations.
40400	Professional Memberships	1,570.00	640.00	40.8%	The expense shown represent membership fees to the Arlington Heights and Rolling Meadows Chambers of Commerce. Other organization memberships are paid in late June and July.
40500	Education/Training	700.00	-	0.0%	The SLSF team has not yet attended educational workshops or seminars in 2017.
40600	Public Education/Information	16,000.00	3,461.14	21.6%	These dollars are just under the budget for the first quarter because the SLSF team has not yet begun annual meetings with board members. The dollars spent were for the American Philanthropic meeting, as well as, attendance at community outreach events.
40700	Printing	3,000.00	2,445.00	81.5%	The annual report printing is the largest expense in this line item and occurs in the first quarter. The cost of the spring and holiday appeals occur in the second and fourth quarters. Those costs will be contained to allow SLSF to end the year on target.
40800	Professional Fees	14,225.00	7,522.47	52.9%	American Philanthropic billed for their services on the Development Plan. 50% was paid in the first quarter.
41300	Fundraising Restricted	12,880.00	-	0.0%	No restricted events have taken place in the first quarter, thus no expenses at this time.
42300	Fundraising Unrestricted	93,275.00	26,268.31	28.2%	These costs represent money spent to pay for the fashion show as well as the deposit on Chevvy Chase for the Gala.
	Subtotal	155,150.00	41,717.70	26.9%	The costs for the annual report printing and the majority of the American Philanthropic fees were paid in the first quarter, and the budget is on target for this line item.
Grants Given					
43100	NWSRA Lightning Athletes	30,000.00	-	0.0%	
43200	Accessible Vehicles	48,000.00	-	0.0%	
43300	Scholarships	70,000.00	-	0.0%	
43400	Inclusion/ADA Compliance	39,000.00	-	0.0%	
43500	General Program Support	88,000.00	-	0.0%	
43650	Capital Improvements	275,000.00	-		
	Subtotal	550,000.00	-	0.0%	
	Total Expense	705,150.00	41,717.70	5.9%	The SLSF grant to NWSRA is paid in May, October and December. No grant monies were paid in the first quarter.
	Net Total	530.00	197,912.29	37341.9%	

VIII. Warrants

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Special Leisure Services Foundation
Warrant #2
February 28, 2017

Num	Name	Account	Amount
7837	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-40.56
		40200 · Office Expense	40.56
			<u>40.56</u>
7838	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-1,865.03
		42340 · Recognition	245.99
		40600 · Public Education/Information	575.00
		40600 · Public Education/Information	84.97
		40600 · Public Education/Information	99.00
		40600 · Public Education/Information	170.00
		42350 · Prizes	75.00
		42350 · Prizes	258.00
		40600 · Public Education/Information	175.00
		40600 · Public Education/Information	26.11
		12300 · ACCOUNTS RECEIVABLE-OTHER	50.00
		40600 · Public Education/Information	22.99
		40600 · Public Education/Information	82.97
			<u>1,865.03</u>
7839	Rotary Club of Buffalo Grove	10200 · BAC Account (Harris Bank)	-188.00
		40600 · Public Education/Information	143.00
		40400 · Professional Memberships	45.00
			<u>188.00</u>
7840	Rolling Meadows Kiwanis Club	10200 · BAC Account (Harris Bank)	-110.00
		40400 · Professional Memberships	110.00
			<u>110.00</u>
7841	American Philanthropic	10200 · BAC Account (Harris Bank)	-2,522.47
		40800 · Professional Fees	2,522.47
			<u>2,522.47</u>
7842	Jennifer Frankfurter	10200 · BAC Account (Harris Bank)	-150.00
		40600 · Public Education/Information	150.00
			<u>150.00</u>
7843	Cash/Nanette Sowa	10200 · BAC Account (Harris Bank)	-1,520.00
		10400 · Cash Banks	1,520.00
			<u>1,520.00</u>
7844	Kathy Wargo	10200 · BAC Account (Harris Bank)	-1,000.00
		42350 · Prizes	1,000.00
			<u>1,000.00</u>
7845	MC Conventions & Banquets	10200 · BAC Account (Harris Bank)	-16,065.00
		42320 · Food	16,065.00
			<u>16,065.00</u>

Special Leisure Services Foundation
Warrant #2
February 28, 2017

Num	Name	Account	Amount
7846	Rotary Club of Schaumburg/H.E.	10200 · BAC Account (Harris Bank)	-99.23
		40600 · Public Education/Information	99.23
			<u>99.23</u>
7847	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-5,288.21
		40600 · Public Education/Information	114.36
		42320 · Food	2,000.00
		42380 · Supplies	46.49
		40600 · Public Education/Information	18.99
		40250 · Credit Card fees	56.72
		42370 · Printing	1,010.96
		42380 · Supplies	1,825.00
		40600 · Public Education/Information	66.07
		40600 · Public Education/Information	28.73
		40600 · Public Education/Information	31.34
		40200 · Office Expense	89.55
			<u>89.55</u>
			5,288.21
7848	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-389.29
		40600 · Public Education/Information	375.00
		42380 · Supplies	14.29
			<u>14.29</u>
			389.29
7849	Women's Club of Inverness	10200 · BAC Account (Harris Bank)	-150.00
		40600 · Public Education/Information	150.00
			<u>150.00</u>
			150.00
7850	Rotary Club of Rolling Meadows	10200 · BAC Account (Harris Bank)	-155.00
		40400 · Professional Memberships	155.00
			<u>155.00</u>
			155.00
7851	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-87.08
		40600 · Public Education/Information	87.08
			<u>87.08</u>
			87.08
Total for Warrant #2			29,629.87

Motion to approve Warrant #2 in the amount of \$ 29,629.87
Covering check numbers 7837 - 7851 from BMO Harris N.O.W.

Special Leisure Services Foundation
Warrant #3
March 21, 2017

Num	Name	Account	Amount
7852	Julie Swieca Gannon	10200 - BAC Account (Harris Bank)	-70.00
		40600 - Public Education/Information	70.00
			<u>70.00</u>
Total for Warrant #3			<u>70.00</u>

Motion to approve Warrant #3 in the amount of \$ 70.00
Covering check number 7852 from BMO Harris N.O.W.

Special Leisure Services Foundation
Warrant #4
April 28, 2017

Num	Name	Account	Amount
7853	US Postal Service	10200 · BAC Account (Harris Bank) 40100 · Postage	-290.63 290.63 <u>290.63</u>
7854	NWSRA	10200 · BAC Account (Harris Bank) 40100 · Postage	-528.65 528.65 <u>528.65</u>
7855	Rotary Club of Schaumburg/H.E.	10200 · BAC Account (Harris Bank) 40600 · Public Education/Information	-90.00 90.00 <u>90.00</u>
7856	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank) 40200 · Office Expense 42380 · Supplies 42370 · Printing 40600 · Public Education/Information 40600 · Public Education/Information 40600 · Public Education/Information 40600 · Public Education/Information 40250 · Credit Card fees 42380 · Supplies 42320 · Food 40600 · Public Education/Information	-3,875.84 26.67 255.50 1,907.65 40.25 200.00 15.49 120.00 42.78 240.00 1,000.00 27.50 <u>3,875.84</u>
7857	Creekside Printing	10200 · BAC Account (Harris Bank) 40700 · Printing	-2,445.00 2,445.00 <u>2,445.00</u>
7858	All Ways Catering & Deli	10200 · BAC Account (Harris Bank) 40600 · Public Education/Information	-488.00 488.00 <u>488.00</u>
7859	Hagg Press	10200 · BAC Account (Harris Bank) 40700 · Printing	-114.00 114.00 <u>114.00</u>
7860	Rotary Club of Schaumburg/H.E.	10200 · BAC Account (Harris Bank) 40600 · Public Education/Information	-84.00 84.00 <u>84.00</u>
7861	The Printing Factory	10200 · BAC Account (Harris Bank) 40700 · Printing	-118.00 118.00 <u>118.00</u>
7862	American Philanthropic	10200 · BAC Account (Harris Bank) 40800 · Professional Fees	-2,500.00 2,500.00 <u>2,500.00</u>

Special Leisure Services Foundation
Warrant #4
April 28, 2017

			2,500.00
7863	Michael Montoya	10200 · BAC Account (Harris Bank)	-200.00
		12200 · Event Deposits	200.00
			<u>200.00</u>
7864	Laurel Katz	10200 · BAC Account (Harris Bank)	-140.13
		41375 · Lightning Athletes Booster Club	140.13
			<u>140.13</u>
7865	Hanover Park Park District	10200 · BAC Account (Harris Bank)	-26,025.00
		43650 · Capital Improvements	6,450.00
		43650 · Capital Improvements	375.00
		43650 · Capital Improvements	19,200.00
			<u>26,025.00</u>
7866	Rotary Club of Buffalo Grove	10200 · BAC Account (Harris Bank)	-188.00
		40600 · Public Education/Information	143.00
		40400 · Professional Memberships	45.00
			<u>188.00</u>
7867	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-118.00
		40600 · Public Education/Information	39.30
		40600 · Public Education/Information	78.70
			<u>118.00</u>
7868	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-935.00
		40600 · Public Education/Information	48.85
		40600 · Public Education/Information	86.86
		40600 · Public Education/Information	6.16
		40200 · Office Expense	762.88
		40600 · Public Education/Information	30.25
			<u>935.00</u>
7869	BMO Harris Bank Mastercard	10200 · BAC Account (Harris Bank)	-691.00
		40600 · Public Education/Information	31.00
		40600 · Public Education/Information	30.00
		40600 · Public Education/Information	150.00
		40600 · Public Education/Information	480.00
			<u>691.00</u>
7870	Melon Ink	10200 · BAC Account (Harris Bank)	-1,152.00
		41330 · Gifts	1,152.00
			<u>1,152.00</u>
Total for Warrant #4			39,983.25

Motion to approve Warrant #4 in the amount of \$39,983.25
Covering check numbers 7853-7870 from BMO Harris N.O.W.

Special Leisure Services Foundation
Warrant #5
May 16, 2017

Num	Name	Account	Amount
7871	Cash/Nanette Sowa	10200 · BAC Account (Harris Bank)	-2,810.00
		10400 · Cash Banks	2,810.00
			<u>2,810.00</u>
7872	Rolling Meadows, City Of	10200 · BAC Account (Harris Bank)	-50.00
		42380 · Supplies	50.00
			<u>50.00</u>
7873	NWSRA	10200 · BAC Account (Harris Bank)	-90,804.51
		43100 · NWSRA Lightning Athletes	14,597.90
		43300 · Scholarships	45,997.19
		43400 · Inclusion (ADA Compliance)	13,000.00
		43500 · General Program Support	17,209.42
			<u>90,804.51</u>
7874	Chandler's	10200 · BAC Account (Harris Bank)	-250.00
		12200 · Event Deposits	250.00
			<u>250.00</u>
7875	Cash/Nanette Sowa	10200 · BAC Account (Harris Bank)	-2,855.00
		10400 · Cash Banks	2,855.00
			<u>2,855.00</u>
Total for Warrant #5			96,769.51

Motion to approve Warrant #5 in the amount of \$ 96,769.51
Covering check numbers 7871 - 7875 from BMO Harris N.O.W.

X. New Business

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TO: Tracey Crawford, Executive Director
FROM: Trisha Breitlow
DATE: 5/9/17
RE: Banking Services

NWSRA and SLSF currently have their operating fund accounts held at BMO Harris bank. During the annual audit, it was brought to staff's attention that there was an error regarding the collateralized NWSRA funds. The funds which were collateralized through Bank of America/Merrill Lynch had not been collateralized since April, 2015. This was due to an internal error made by Bank of America/Merrill Lynch. After 5 days of requesting proof of collateralized funds, which was requested by our auditor, the admission of error was provided by BMO Harris bank.

Upon discovery of the error, the timeline of events are as followed:

Monday-Friday, March 20-24- NWSRA Staff requests collateral information from BMO with no response

Friday, March 24- NWSRA staff are put in touch with a BMO staff who explains the error

Friday, March 24- BMO starts earmarking collateral through BMO while putting agreement in order for the Federal Reserve Bank of Boston

Monday, March 27- Tracey Crawford notifies Executive Board and Board Member Busby of the situation. NWSRA staff receive new pledge agreement form for the Federal Reserve Bank of Boston. NWSRA staff notify auditor of the situation. NWSRA receives a letter from BMO Harris and Bank of America/Merrill Lynch explaining the error. Tracey Crawford informs the Executive Board that she will be looking at closing accounts held at BMO Harris Bank and moving to another bank.

Wednesday, March 29- Pledge agreement form for the Federal Reserve Bank of Boston is submitted to BMO, copy is forwarded to auditor.

Wednesday, March 29- NWSRA staff forwards copy of letters from BMO and Bank of America/Merrill Lynch to the auditor explaining situation

Tuesday, April 4- Pledge agreement form is returned to NWSRA for a missing date, and resubmitted to BMO Harris

Thursday, April 6- NWSRA receives notification the account is open with the Federal Reserve Bank of Boston

RESEARCHING BANKS

NWSRA began researching banks, including surveying Member Park Districts. The results of the survey are as follows:

Park District/Bank	BMO Harris	Mt. Prospect State Bank	MB Financial	Wintrust	Evergreen (Oak Park)	Parkway	Cornerstone
Bartlett	X		X				
Elk Grove				X		X	
Hanover Park				X			
Hoffman Estates				X			
Inverness	X						
Palatine				X			
Prospect Heights		X					
River Trails		X					
Rolling Meadows	X				X		
Schaumburg				X			
South Barrington	X						
SLSF Supporter	X	X	x	X			X

An RFP for new bank services was made available on the NWSRA website on April 24, 2017. Information provided included NWSRA and SLSF investment policies and current banking set up. Information requested included scope of services, account structure, compensating balances and monthly account analysis, online banking services, transfers between accounts, fraud prevention and security, ACH, availability of funds, daylight overdrafts, wire transfers, statement and advice frequency, designated account executive, investments, services and conditions, community reinvestment act, and terms and condition.

Village Bank and Trust (a Wintrust Bank located 234 W Northwest Highway in Arlington Heights) was the only bank to return the proposal. Wintrust is able to meet all the requested requirements for NWSRA and SLSF. The proposed fee sheet is comparable to the current fees at BMO Harris. NWSRA currently has its Operating Reserve and Capital Reserve (both Max Safe Accounts) through another Village Bank and Trust branch in Arlington Heights.

REFERENCES

Wintrust was specifically recommended by Tom Busby, Executive Director at Elk Grove Park District. Tony LaFrener. Executive Director of Schaumburg Park District indicated Wintrust Bank has been a fantastic partner, and Rick Wulbecker, Executive Director of Hanover Park Park District indicated Wintrust has been a great partner.

It is at this time that staff recommends moving funds from BMO Harris Bank to Village Bank & Trust of Arlington Heights.

TO: SLSF Board of Trustees
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: SLSF Banking

Motion to close the SLSF Business Advantage Account and SLSF Non Profit Low Volume Checking Account with BMO Harris Bank no later June 30, 2017.

TO: SLSF Board of Trustees
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: SLSF Banking

Motion to open new accounts with Village Bank and Trust in Arlington Heights for SLSF.

TO: SLSF Board of Trustees
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: Resolution 2017-13 – Village Bank and Trust

The following individuals are currently authorized check signers for the SLSF BMO Harris Bank Accounts:

NWSRA Executive Director	Tracey Crawford	N/A
NWSRA Board Treasurer	Amy Charlesworth	N/A
SLSF Chairman	Carl Arthur	N/A
SLSF Vice Chairman	James Houser	N/A
Superintendent of Development	Nanette Sowa	\$1,000
NWSRA Superintendent of Administrative Services	Trisha Breitlow	\$1,000
Superintendent of Communications & IT	Brian Selders	\$1,000

Motion: To approve the signers and limits as listed above for the new SLSF Bank Accounts to be opened at Village Bank and Trust.

To: SLSF, Board of Directors
From: Tracey Crawford, Executive Director
RE: 2016 Audit
Date: May 16, 2017

Motion to approve the 2016 Audit as presented by Lauderbach and Amen.

To: SLSF Board Members
From: Miranda Woodard, Accounting Manager
Re: SLSF Fund Balance Recommendation
Date: May 16, 2017

The 2016 SLSF audited year end cash amount is \$239,778; \$150,000 of this cash is earmarked for the Hanover Park Community Center ramp, leaving a cash balance of \$89,778.

Below is an evaluation of the past four years of Revenue and Expenses:

4 YEAR AVERAGE

	<u>REVENUE</u>	<u>EXPENSE</u>	<u>NET</u>
Jan-Mar	107,280.40	60,212.04	47,068.36
Jan-June	235,655.24	181,741.72	53,913.52

Below is a snapshot of the months with the highest expense in last 4 years (January-June):

<u>MONTH</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
2016 May	\$114,123.59	NWSRA Grant plus Snoezelen Equipment
2015 May	\$83,719.12	NWSRA Grant
2014 March	\$151,928.04	RMCC Lease
2013 June	\$ 104,038.45	NWSRA Grant

In 2016, the recommended starting cash balance for the year was \$90,000. This was a conservative balance that covered the average expenses for the first three months. The figure of \$90,000 for a targeted starting cash balance remains an appropriate and conservative which covers the average expenses for the first three months of 2017.

Staff recommends beginning 2017 with the cash balance of \$89,778 plus the \$150,000 earmarked for the HPCC ramp for a total of \$239,778.

A motion for SLSF to begin 2017 with a cash balance of \$89,778 in the BMO Harris account.

To: SLSF Board Members
From: Miranda Woodard, Accounting Manager
Re: SLSF Investment Transfer
Date: May 16, 2017

At this time, staff recommends refraining from transferring any money to BF Edwards investments, as there is no surplus over the targeted average \$90,000 starting balance.

Date: May, 2017
To: Tracey Crawford, Executive Director
From: Jayne Finger, Superintendent of Recreation
Andrea Griffin, Superintendent of Recreation

This memo is to request the first of three transfer of funds in the amount of \$90,804.51 from Special Leisure Services Foundation to Northwest Special Recreation Association to support programs and services. Attached to the memo is a detailed breakdown of expenses in each line item.

	May, 2017
Scholarships	\$45,997.19
Programs	\$17,209.42
Inclusion	\$13,000.00
Transportation	\$0.00
Athletics	\$14,597.90
Total	\$90,804.51

Thank you for the transfer of these funds. We are asking for the money to be transferred to the NWSRA accounts no later than June 30, 2017 in order to pay bills incurred for the above expenditures.

Respectfully,



Jayne Finger
Superintendent of Recreation



Andrea Griffin
Superintendent of Recreation

SLSF Area of Support	Expenses	Description	Apply to NWSRA Budget #
Scholarships			
	\$ 5,336.25	Winter/Spring Weekly Programs	320006
	\$ 3,264.00	Winter/Spring Leisure Education	320002
	\$ 37,396.94	Summer Day Camp	320005
Sub-Total	\$ 45,997.19		
General Program Support			
	\$ 858.00	Martial Arts Instructor (LED)	422202
	\$ 514.50	Community Arts Center Programs (LED)	422102
	\$ 15,836.92	PURSUIT Full Time Staff Salary	424102
Sub-Total	\$ 17,209.42		
Inclusion			
	\$13,000.00	General Inclusion	450000
Sub-Total	\$13,000.00		
Transportation			
	\$ -		
Sub-Total	\$ -		
Athletics			
	\$ 80.00	ITRS Jr. Basketball Tourn. (FVSRA)	422106
	\$ 80.00	ITRS "C" Basketball Tourn. (LWSRA)	422106
	\$ 160.00	ITRS "B" Basketball Tourn. (WSRA)	422106
	\$ 160.00	ITRS "B" Basketball Tourn. (WDSRA)	422106
	\$ 140.00	ITRS WDSRA Swim Meet Registratic	422106
	\$ 80.00	ITRS "A" Basketball Tourn. (NISRA)	422106
	\$ 461.94	Boccia Cup Food	422402
	\$ 188.00	Turbojav (Track and Field)	422417
	\$ 2,679.04	State Basketball Tourn. Housing	422204
	\$ 331.73	State Basketball Tourn. Food	422204
	\$ 22.44	Winter Games Food	422204
	\$ 170.00	Winter Games Lift Tickets	422204
	\$ 5,086.75	Partner Bowling (Feb. & March Total)	422406
	\$ 1,035.00	Boccia Grant - Ramps & Seats	422417
	\$ 475.00	Soccer Shirts	422406
	\$ 3,448.00	Partner Bowling (April Total)	422206
Sub-Total	\$ 14,597.90		
Grand Total May Transfer	\$ 90,804.51		

TO: Tracey Crawford, Executive Director
FROM: Trisha Breitlow, Superintendent of Administrative Services
Nanette Sowa, Superintendent of Development
DATE: 5/9/17
RE: Special Leisure Services Foundation Attorney

On March 3, Board of Directors member Ernie Blomquist submitted his resignation from the SLSF Board of Directors. As a result, the law firm of Massucci, Blomquist, Anderson, & Dunn will no longer be providing legal services to SLSF. Mr. Blomquist has been acting as pro bono legal counsel and legal advisor to SLSF since 1981.

The legal counsel for Northwest Special Recreation Association (NWSRA) is the Law Firm of Robbins Schwartz. NWSRA has been a client of Robbins Schwartz since 2001, and received excellent support and service. The attorneys at Robbins Schwartz have also recently assisted with SLSF matters including the American Philanthropic contract and the agreement for construction of the accessible ramp at the Hanover Park Park District Community Center.

Heidi Katz, attorney at Robbins Schwartz, has agreed to provide legal services to the Special Leisure Services Foundation. The monthly fee would be \$50, with hourly rates ranging from \$205-\$230. Ms. Katz sent letters regarding disclosure of potential conflict of interest and proposed waiver of conflicts to Carl Arthur, SLSF Board Chair and Tony LaFrener, NWSRA Board Chair. Both indicated they found no conflict of interest after receiving the letters. An Acknowledgement and Consent Form is required to be signed by the SLSF Board Chair and the NWSRA Board Chair, as well as a formal engagement letter to Robbins Schwartz for Special Leisure Services Foundation to become a formal client.

Staff recommends SLSF engages in a formal client attorney agreement with the Law Firm of Robbins Schwartz.

TO: SLSF Board
FROM: Tracey Crawford, Executive Director
DATE: 5/9/17
RE: Appointment of Legal Counsel

A motion to approve the engagement of the Law Firm of Robbins Schwartz to become the legal counsel for the Special Leisure Services Foundation at a monthly retainer fee of \$50 with an hourly rate from \$205-\$230.

HEIDI A. KATZ
hkatz@robbins-schwartz.com

BY EMAIL AND U.S. MAIL

April 13, 2017

Tony LaFrene, Chair
NWSRA Board of Trustees
and
Carl E. Arthur, Chair
SLSF Board of Directors
C/o Tracey Crawford
NWSRA Executive Director and
President, SLSF Board of Directors
3000 Central Road
Rolling Meadows, IL 600082

Re: Disclosure of potential conflict of interest / proposed waiver of conflicts

Dear Mr. Frene and Mr. Arthur,

This letter follows up on the request of our client the Northwest Special Recreation Association and of its affiliate the Special Leisure Services Foundation, conveyed by NWSRA Superintendent of Administrative Services Trisha Breitlow, that our firm undertake general representation of SLSF as well as of NWSRA.

Robbins Schwartz has been privileged to serve NWSRA since 2001.¹ My own involvement with the Association dates back to my years at Fawell, James and Brooks, during which I helped to incorporate and obtain Section 501(c)(3) status for Special Leisure Services (as SLSF was originally known) as a separate non-profit entity whose purpose is to enhance and support, financially and otherwise, NWSRA's mission of providing quality recreation and leisure programs for individuals with disabilities.

Rules of professional conduct governing our practice hold that a law firm owes each of its clients a duty of loyalty. Therefore, we may not represent a client in a matter if the representation of that client would be directly adverse to the interest of another client. Where clients' interests are not directly adverse, a law firm is generally prohibited from undertaking any representation involving an actual or potential conflict of interest without the informed consent of both parties.

To my knowledge, there have been no situations over the years in which NWSRA and SLSF have been adverse parties, nor are there currently any matters as to which they anticipate having divergent interests. In light of this history and the two entities' typically common interests, we do not believe our general representation of NWSRA and SLSF would disserve either party. Therefore, we consider this to be an appropriate case in which to request written consent of their respective governing boards to the firm's representation of both the Association and the College.

¹ Since 2016, our firm has also represented two NWSRA member park districts, those being Bartlett Park District and Hanover Park Park District.

Nonetheless, there might in the future be an occasion on which Association and Foundation boards do not see eye to eye on a matter of significance. This letter is to further inform you concerning the conflict of interest our firm would have in that situation, were we then serving concurrently as counsel to both entities. If SLSF selects our firm as its legal counsel and we continue to represent NWSRA, then if a situation arose in which the two clients had interests which were or could foreseeably become adverse, we would be required to promptly disclose our conflict of interest to both parties, and might be precluded from representing *either* of them as to that matter under applicable rules of professional ethics which mandate undivided loyalty to the interests of each client. Depending upon the nature and magnitude of the parties' differences and other particular circumstances of the situation, concurrent legal representation of NWSRA and the Foundation might not be possible, and each entity would need to seek separate and independent legal counsel with respect to that matter.

These ethics rules also preclude a lawyer and his or her firm from disclosing or using privileged information acquired in the course of serving a client, to that client's disadvantage, or to advance the interests of any other client. When this type of concurrent representation is authorized, each client should be aware that counsel may freely share information provided by either client with the other client about matters which affect them both, without regard to the attorney-client privilege which would ordinarily apply.

Were Robbins, Schwartz engaged by the SLSF Board of Directors to serve as legal counsel for the Foundation, the firm would provide those services, pursuant to a formal engagement letter, on an as-needed and requested basis, billing any services provided on a monthly basis at the same hourly rates which apply to work we do for NWSRA. These rates range from \$205 per to \$230 per hour, depending upon the experience level of the attorney working on the matter. Paralegal services are billed at \$120 per hour.

We encourage you to review further information about the firm and its professional staff on our website at www.robbsins-schwartz.com, and would be glad to address at an interview or by follow-up correspondence any questions which either Board may have regarding points discussed in this letter. Thank you for your consideration.

We will not undertake general representation of SLSF unless and until we have been notified in writing that by each party's governing board of its consent. Consent, or lack of consent, may be indicated by signature of each board's authorized by officers on the enclosed Acknowledgment and Consent.

Very truly yours,

ROBBINS SCHWARTZ



By: Heidi A. Katz

HAK:me

Enclosures

cc: Robbins Schwartz partners Joseph J. Perkoski and Steven B. Adams

Acknowledgement and Consent

The Board of Directors of Special Leisure Services Foundation ("SLSF"), having reviewed the above correspondence from NWSRA legal counsel Robbins Schwartz and having been advised of potential conflicts of interest which may be entailed in counsel's proposed concurrent representation of NWSRA and the Special Leisure Services Foundation ("SLSF"),

_____ DOES _____ DOES NOT

consent to the firm's general representation of both NWSRA and SLSF. It is further understood and agreed that counsel may freely convey necessary information provided by it to one client to the other respecting matters which affect them both, without regard to the attorney-client privilege which would otherwise apply.

Board of Directors of
Special Leisure Services Foundation

By: _____
Board Chair

Date: _____

Attest: _____
Board Secretary

XI. Information/ Action Items

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From the community: NWSRA Participants Hit the Runway at the Annual Gold Medal Fashion Show Fundraiser



NWSRA participants Katie Hajost (left) and Stephen Katz wave to the crowd at the 2016 Gold Medal Fashion Show. (Posted by bselders, Community Contributor)

By **Community Contributor bselders**

JANUARY 18, 2017, 10:59 AM

Rolling Meadows, IL: Children and adults with disabilities will hit the runway and model the latest fashions at the annual Special Leisure Services Foundation (SLSF) Gold Medal Fashion Show, to be held on Sunday, February 26 at the Meadows Club in Rolling Meadows, IL. The event is expected to draw over 600 attendees and funds will be used to provide recreational opportunities for individuals with disabilities who participate in Northwest Special Recreation Association (NWSRA) programs.

According to the U.S. Census Bureau, approximately 55 million Americans have a disability. Although the nation has come a long way in the management and treatment of those with special needs, the stigma associated with such health conditions remains strong. It is NWSRA's mission to provide outstanding opportunities through recreation for children and adults with disabilities. Through over

2,000 day camps, athletics, cultural arts, special events and recreational programs, individuals with disabilities have the opportunity to have fun, make friends, be included, go new places, learn new things and celebrate their lives.

SLSF President Tracey Crawford stated that due to the support of so many attendees of the Gold Medal Fashion Show, this "translates into extra scholarships, safer vehicles, more support for Lightning athletes, better adapted equipment, and quality inclusion opportunities for individuals to recreate within their home park district programs."

The event, sponsored by local companies including Northwest Community Healthcare and Daily Herald, with clothing provided by DressBarn, Formally Modern Tuxedo and Bachrach. The Rolling Meadows High School Orchestras will also be performing at the show. Tickets are \$50/person which includes lunch, entertainment, access to raffles and more. For more information or to register, visit www.slsf.me or contact Nanette Sowa at 847-392-2848, ext. 255 or e-mail nsowa@slsf.me.

About NWSRA:

NWSRA is a nonprofit organization that has enriched the lives of children and adults with disabilities throughout 17 northwest suburbs in Chicago by providing outstanding recreational opportunities in a safe, supportive and social setting for over 40 years. NWSRA holds the distinction of Distinguished Accredited Agency from the Illinois Park and Recreation Association, and won the National Recreation and Park Association Excellence in Inclusion Award in 2013 for national leadership in diversity and inclusion initiatives. If you are interested to learn more about NWSRA's programs and success stories, please visit our website: www.nwsra.org, or contact Brian Selders at 847-392-2848.

This item was posted by a community contributor. To read more about community contributors, click [here](#).

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This article is related to: [Rolling Meadows](#)

NWSRA to hit runway at fashion show benefit

Submitted by Brian Selders

Children and adults with disabilities will hit the runway and model the latest fashions at the annual Special Leisure Services Foundation Gold Medal Fashion Show Sunday, Feb. 26, at the Meadows Club in Rolling Meadows.

The event is expected to draw more than 600 attendees and funds will be used to provide recreational opportunities for individuals with disabilities who participate in Northwest Special Recreation Association programs.

According to the U.S. Census Bureau, approximately 55 million Americans have a disability. Although the nation has come a long way in the management and treatment of those with special needs, the stigma associated with such health conditions remains strong.

It is its mission to provide outstanding opportunities through recreation for children and adults with disabilities. Through more than 2,000 day camps, athletics, cultural arts, special events and recreational programs, individuals with disabilities have the opportunity to have fun, make friends, be included, go new places, learn

new things and celebrate their lives.

Foundation President Tracey Crawford stated that, due to the support of so many attendees of the Gold Medal Fashion Show, this "translates into extra scholarships, safer vehicles, more support for Lightning athletes, better adapted equipment and quality inclusion opportunities for individuals to recreate within their home park district programs."

The event is sponsored by local companies including Northwest Community Healthcare and Daily Herald, with clothing provided by DressBarn, Formally Modern Tuxedo and Bachrach. The Rolling Meadows High School Orchestras also will be performing at the show. Tickets are \$50/person, which includes lunch, entertainment, access to raffles and more.

For information or to register, visit www.slsf.me or contact Nanette Sowa at (847) 392-2848, ext. 255, or email nsowa@slsf.me.

Northwest Special Recreation Association is a non-profit organization that has enriched the lives of children



COURTESY OF BRIAN SELDERS
Northwest Special Recreation Association participants Katie Hajost, left, and Stephen Katz wave to the crowd at the 2016 Gold Medal Fashion Show.

and adults with disabilities throughout 17 Northwest suburbs in Chicago by providing recreational opportunities in a safe, supportive and social setting for more than 40 years.

It holds the distinction of Distinguished Accredited

Agency from the Illinois Park and Recreation Association, and won the National Recreation and Park Association Excellence in Inclusion Award in 2013 for national leadership in diversity and inclusion initiatives.

If you are interested to learn more about its programs and success stories, visit www.nwsra.org or contact Brian Selders at (847) 392-2848.

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Daily Herald

Submitted | updated: 2/17/2017 7:13 AM

Local NWSRA athlete headed to World Games



Steve McVoy (center) at the Special Olympics World Games in Nagano, Japan in 2005 Pam McVoy

Brian Selders

Arlington Heights, IL- From March 14-25, Steve McVoy, Jr. of Arlington Heights, IL will head to Austria to compete in the Special Olympics World Games. Steve is a multi-sport athlete with Northwest Special Recreation Association (NWSRA), competing for the past 29 years in swimming, softball, floor hockey, golf, soccer, basketball bocce, weight lifting, track & field, volleyball, bowling, flag football and more. In addition, he has been very active in other

NWSRA programs including summer camp, weekly programs, special events, trips and social clubs.

ADVERTISING

This will be Steve's second trip to World Games, as he was chosen to compete in Nagano, Japan in 2005.

Steve's mother, Pam McVoy stated "Our family was able to go to Japan and support Steve and all the athletes during their competition. Even though it was a Special Olympics event, it was made possible through his participation in NWSRA. It is a great family memory!"

In order to qualify for the 2017 World Games, he received a Gold medal at the 2016 Winter State Competition in Galena in the Alpine Skiing competition. Steve also attended a training camp in Killington, Vermont for 5 days, where he trained with his Special Olympics Team USA coaches and other athletes. Upon completion of this training camp, he was evaluated for final acceptance for the national team. His parents, Steve Sr. and Pam, were very excited to hear the news that Steve would be representing his country at the World Games as a Level 4 skier.

Last summer, at his own cost, Steve attended an Alpine Ski Race Training Camp through the National Sports Center for the Disabled (NSCD). The camp was held in Portland, Oregon, where he skied on Mt. Hood. At the same time, Steve had qualified for the State Summer Games in Bloomington/Normal, where he qualified for weightlifting. However, he decided to narrow his focus toward Alpine Skiing with the ultimate goal of preparing for international competition.

To prepare for World Games, Steve has continued his participation in NWSRA programs including skiing, weightlifting and basketball to help him further his cardio, muscle strength and endurance. He has also registered with a Personal Trainer for weekly sessions, competed in the Winter Games competition in Galena, and continues to work out in the gym three days per week.

Stephen started participating in NWSRA programs at the age of 8. One of his first programs was cross country skiing.

Pam stated "He did that for a couple of years and apparently had the need for speed, so he started alpine skiing at age 10."

Now 37, Steve has achieved success on a variety of local, regional, national and international stages throughout his years with NWSRA. In 2008, he played in a par 3 tournament prior to the Western Open at Cog Hill, then enjoyed complimentary tickets to the Western Open with his father, Steve Sr. In 2014, he competed with the NWSRA Softball Team in Oklahoma City, Oklahoma at the National Softball Tournament. In 2015, he played a few holes of golf with professional golfer Russ Cochran while he was in town for the BMW Championship in Lake Forest. When they finished playing, Russ took Steve into the Pro Shop and bought Steve a special grip for his driver, which he still uses.

Through NWSRA programs, Steve has been given choices to meet his recreational interests, while developing new friendships, learning good sportsmanship, team play and greater independence.

Pam stated "NWSRA has been an ongoing presence in Steve's life since he was a young child. The organization has enhanced Steve's life in many aspects, including social and athletic development. It has allowed him to be part of a community promoting friendships, teamwork, confidence & respect."

Steve will be surrounded and supported by family in Austria, as family members will be flying in from locations throughout the nation and around the globe. His brother, Brendan will be flying to Austria from Seoul, South Korea to support him for a second time at World Games. In addition, several family members will fly in from Florida, North Carolina, and Illinois. Not only will they be cheering him on at the World Games, they will also have a one of a kind opportunity on Monday, March 20 to celebrate his 38th birthday while in Austria.

The Illinois delegation will gather on Saturday, March 11th in Chicago where there will be a send-off celebration and dinner, where Steve will be joined by his parents. The next day, Steve and the Illinois delegation will fly to Washington, D.C. where they will meet up with the rest of the USA teams and celebrate with a special "send off." On Monday, March 13th, the athletes will fly to Austria to begin final preparations and experience some of the local tourist attractions prior to competition. NWSRA Executive Director Tracey Crawford stated "We are all very excited for Steve, and wish him the best of luck in competition."

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GILBERT R. BOUCHER II/gboucher@dailyherald.com
Rebecca Nalepa, 12, of Mount Prospect has makeup applied by stylist Kate Morgan of Forbici Salon & Spa before she walks the runway Sunday during the Gold Medal Fashion Show at the Meadows Club in Rolling Meadows. The show was sponsored by the Special Leisure Services Foundation to benefit the Northwest Special Recreation Association.

Workin' the runway

Fashion show in Rolling Meadows raises funds for NWSRA

BY GILBERT R. BOUCHER II
 gboucher@dailyherald.com

Young women and men dressed in their finest clothes Sunday to walk across the runway at the 27th annual Gold Medal Fashion Show presented by the Special Leisure Services Foundation at The Meadows Club in Rolling Meadows.

The annual event raises money for children and adults with disabilities who participate in Northwest Special Recreation Association programs and athletic events.

"All of the funds raised today will go to benefit the participants with accessible transportation, scholarships, inclusion opportunities, athletics and general program funding," said Nanette Sowa, superintendent of development for NWSRA. "Some of our models have been models for all 27 years. This is a big highlight of the year."



GILBERT R. BOUCHER II/gboucher@dailyherald.com
Fashion models Christine Maxwell of South Barrington, left, and Katie Hajost of Palatine talk before the Gold Medal Fashion Show Sunday in Rolling Meadows.

The theme of this year's show was We Are Family, and each model was accompanied by a family member or a friend down the runway.

At the end of the walk, family members read a paragraph about the model and what makes them so special.

"I like being in the fashion show. I have a purse

and a sweater and a dress," said Rebecca Nalepa, 12, of Mount Prospect, before demonstrating how she would walk down the runway with her younger sister, Tabitha.

This year's program included 16 girls and 16 boys. Two of the models walked with their therapy dogs.

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Local NWSRA athlete headed to World Games

Submitted by Brian Selders

Steve McVoy, Jr., of Arlington Heights will head to Austria to compete in the Special Olympics World Games.

McVoy is a multisport athlete with Northwest Special Recreation Association, competing for the past 29 years in swimming, softball, floor hockey, golf, soccer, basketball, bocce, weight lifting, track and field, volleyball, bowling, flag football and more.

In addition, he has been very active in other NWSRA programs, including summer camp, weekly programs, special events, trips and social clubs.

This will be McVoy's second trip to World Games, as he was chosen to compete in Nagano, Japan, in 2005.

McVoy's mother, Pam McVoy, stated, "Our family was able to go to Japan and support Steve and all the athletes during their competition. Even though it was a Special Olympics event, it was made possible through his participation in NWSRA. It is a great family memory."

In order to qualify for the 2017 World Games, he received a gold medal at the 2016 Winter State Competition in Galena in the Alpine skiing competition. McVoy also attended a training camp in Killington, Vermont, for five days, where he trained with his Special Olympics Team USA coaches and other athletes.

Upon completion of this training camp, he was evaluated for final acceptance for the national team. His parents, Steve Sr. and Pam, were



Steve McVoy, center, at the Special Olympics World Games in Nagano, Japan, in 2005

COURTESY OF PAM MCVOY

very excited to hear the news that McVoy would be representing his country at the World Games as a Level four skier.

Last summer, at his own cost, McVoy attended an Alpine Ski Race Training Camp through the National Sports Center for the Disabled. The camp was held in Portland, Oregon, where he skied on Mt. Hood.

At the same time, McVoy had qualified for the State Summer Games in Bloomington/Normal, where he

qualified for weightlifting. However, he decided to narrow his focus toward Alpine skiing, with the ultimate goal of preparing for international competition.

To prepare for World Games, McVoy has continued his participation in NWSRA programs, including skiing, weightlifting and basketball, to help him further his cardio, muscle strength and endurance. He has also registered with a personal trainer for weekly sessions, competed in the Winter Games

competition in Galena, and continues to work out in the gym three days per week.

McVoy started participating in NWSRA programs at the age of 8. One of his first programs was cross-country skiing.

Pam said, "He did that for a couple of years and apparently had the need for speed, so he started Alpine skiing at age 10."

Now 37, McVoy has achieved success on a variety of local, regional, national and international stages throughout his years with NWSRA. In 2008, he played in a par 3 tournament prior to the Western Open at Cog Hill, then enjoyed complimentary tickets to the Western Open with his father, Steve Sr.

In 2014, he competed with the NWSRA Softball Team in Oklahoma City, Oklahoma, at the National Softball Tournament. In 2015, he played a few holes of golf with professional golfer Russ Cochran while he was in town for the BMW Championship in Lake Forest. When they finished playing, Russ took McVoy into the Pro Shop and bought him a special grip for his driver, which he still uses.

Through NWSRA programs, McVoy has been given choices to meet his recreational interests, while developing new friendships, learning good sportsmanship, team play and greater independence.

Pam said, "NWSRA has been an ongoing presence in Steve's life since he was a young child. The organization has enhanced Steve's life in many aspects, including social

and athletic development. It has allowed him to be part of a community promoting friendships, teamwork, confidence and respect."

McVoy will be surrounded and supported by family in Austria, as family members will be flying in from locations throughout the nation and around the globe. His brother, Brendan, will be flying to Austria from Seoul, South Korea, to support him for a second time at World Games.

In addition, several family members will fly in from Florida, North Carolina, and Illinois. Not only will they be cheering him on at the World Games, they will also have a one-of-a-kind opportunity on Monday, March 20, to celebrate his 38th birthday while in Austria.

The Illinois delegation will gather Saturday, March 11, in Chicago, where there will be a send-off celebration and dinner, where McVoy will be joined by his parents. The next day, McVoy and the Illinois delegation will fly to Washington, D.C., where they will meet up with the rest of the USA teams and celebrate with a special "send off."

On Monday, March 13, the athletes will fly to Austria to begin final preparations and experience some of the local tourist attractions prior to competition.

NWSRA Executive Director Tracey Crawford said, "We are all very excited for Steve, and wish him the best of luck in competition."

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**Gold Medal
 Fashion Show**
 February 22, 2016



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Special Leisure Services Foundation is dedicated to supporting and promoting outstanding opportunities through recreation for children, teens, and adults with disabilities in cooperation with Northwest Special Recreation Association. Call 847-392-2848 or visit us at www.slsf.me.

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Neighbor & Classifieds

Out & about

aidon's Engineering Pathways Program

7-7:30 p.m. Thursday, March 9, Room 200, Margaret H. Lee Science and Health Center at Oakton Community College, 1600 W. Road, Des Plaines. High school seniors can learn how to gain guaranteed admission to University of Illinois Urbana-Champaign to complete a 4-year degree through Engineering Pathways Program. No registration fee. For information, visit www.engineeringjournal.org. Contact Oakton's Office for Recruitment and Admissions at (847) 635-1835.

Night

Friday, March 10, 7:30 p.m., Prospect Village, 500 S. Emerson St., Mount Prospect. Join Mount Prospect's Sister Cities in a March Madness event. Tickets are \$10 and can be purchased at mountprospect.com. Seating is limited to 10 per table. For more information, visit mountprospect.com.

in Christian Writers

Friday, March 10, 7:30 p.m., Prospect Village, 500 S. Emerson St., Mount Prospect. Join Mount Prospect's Sister Cities in a March Madness event. Tickets are \$10 and can be purchased at mountprospect.com. Seating is limited to 10 per table. For more information, visit mountprospect.com.

W

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Steve McVoy Jr. is with his ski equipment at the 2005 Special Olympics held in Nagano, Japan.



Lisa Menichino, 47, of Bartlett practices her cross-country skiing. She will be among the 3,000 Special Olympians from 110 countries descending on the Alpine regions of Austria for the eight-day event.

Off to Austria

Arlington Heights, Bartlett residents to compete in the Special Olympics World Games

BY EILEEN O. DADAY
 Daily Herald Staff Writer

Two Northwest suburban athletes are preparing for the top of a lifetime: the chance to compete in the Special Olympics World Games, opening March 14 in Austria. Steve McVoy, 37, of Arlington Heights and Lisa Menichino, 47, of Bartlett will be among the 3,000 Special Olympians from 110 countries descending on the Alpine regions of Austria for the eight-day event.

"I'm excited. You never learn to ski," says Menichino, who has longstanding friendships with Northern Illinois Special Recreation Association, which is based in Crystal Lake.

She will be competing in the 500-meter and 1.8-kilometer cross-country skiing events, as well as a 10-kilometer event in her first world games, while McVoy will take to the slopes at her competition in the Alpine skiing events.

McVoy is a level 4 downhill skier, who will be making his second appearance at the world games. In 2005, he was chosen to compete in Nagano, Japan, where he won a silver and bronze medal.

He qualified for the 2017 world games after winning a gold medal in Alpine skiing at the 2016 winter state competition in Geneva, Illinois.

Both Menichino and McVoy have been training for nearly a year for the world games after being notified of their selection in February 2016.



Steve McVoy Jr. displays the silver and bronze medals he won during 2005 Special Olympics skiing events held in Nagano, Japan.

However, this winter's lack of snowfall proved to be a challenge.

Earlier in the winter, when there was snow, Menichino trained at Wing Park in Elgin, before moving indoors to The Centre in Elgin, where she works out on the elliptical, treadmill and free weights. Over the summer, she trained on roller skis.

McVoy traveled across the country to find snow. He

attended an Alpine ski race business camp in Portland, Oregon, where he skied on Mount Hood. The camp was sponsored by the National Sports Center for the Disabled.

He also attended a training camp in Killington, Vermont, for five days, where he trained with his Special Olympics team USA coaches and other athletes.

Locally, McVoy works with a personal trainer three days



Lisa Menichino, 47, of Bartlett, left, enjoys a meal with her friends and teammates Jon Sherman and Anne DeDobbeleer, both of Elgin, at Special Olympics Illinois Winter Games in Galena. She will be among the 3,000 Special Olympians from 110 countries traveling to Austria for the eight-day event.

a week, as well as cross training through his other sports in Special Olympics, including weightlifting and basketball, to help him further his cardio, muscle strength and endurance.

Both athletes will have large family contingents on hand to watch them compete, including Lisa's extended Menichino family, as well as McVoy's parents, Steve and Pam, his younger brother, Brendan, and most family members coming from across the country.

Special Olympics "has been an ongoing presence in Steve's life since he was a young child," says his mother, Pam. "The organization has enhanced Steve's life in many

aspects, including social and athletic development.

"It has allowed him to be part of a community," she adds, "promoting friendships, teamwork, confidence and respect."

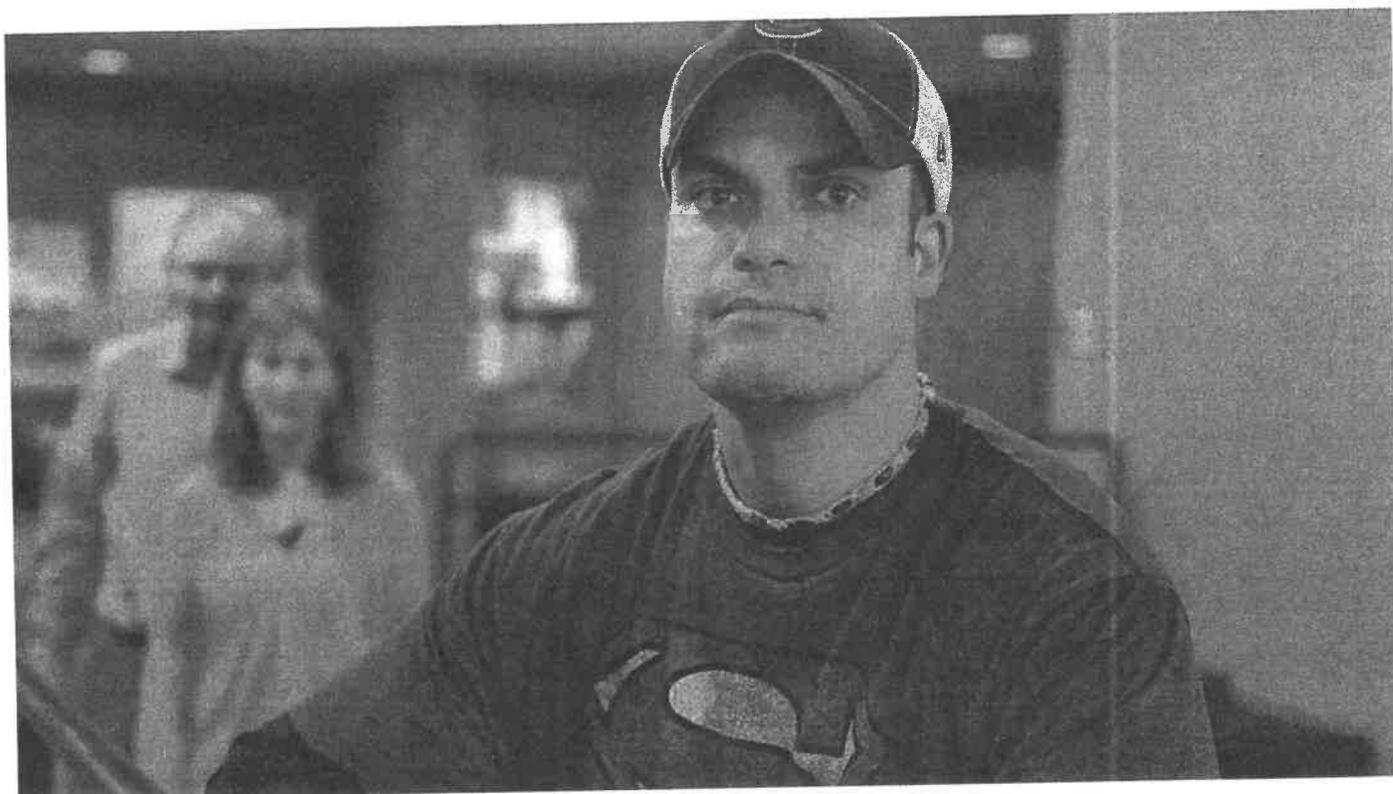
The Illinois delegation will gather Saturday, March 11, in Chicago for a send-off celebration and dinner, before flying to Washington, D.C., the next day, where they will meet up with the rest of the USA teams and celebrate with a special event.

The athletes will depart on Monday, March 13, for Austria to begin final preparations before marching in the opening ceremony on Tuesday, March 14.

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rove, Prospect students win state speech championship

Arlington Heights man heads to Austria to compete in 2017 Special Olympics World Winter Games



Arlington Heights resident Steve McVoy prepares to compete in the 2017 Special Olympics World Winter Games in Austria. (Brian O'Mahoney / Pioneer Press)

By **Karen Ann Cullotta**
Pioneer Press

MARCH 7, 2017, 12:24 PM

For Arlington Heights resident Steve McVoy, a chance to compete in the 2017 Special Olympics World Winter Games in Austria later this month marks the latest accomplishment of a dedicated athlete known by family and friends for his courage, tenacity and humble spirit.

"Skiing has built up Steve's confidence and has helped him acquire new friendships," said Pam McVoy, who will be joining her husband, Steve McVoy Sr., when their 37-year-old son competes in the Alpine ski competition at the games.

The 2017 Special Olympics World Winter Games last from March 18 through March 24.

Back home when he is not practicing, Steve McVoy has shown pride in his work at the Arlington Heights Park District, Pam McVoy said.

He also recently started volunteering as a ski instructor on day trips sponsored by the nonprofit Wounded Warrior project, which serves military veterans who have been injured in the line of duty, she said.

"Over the years, so many people have given their time for Steve's endeavors, so we're just so glad to see he has learned the importance of being a volunteer, and he is now giving back to others, too," Pam McVoy said.

kcullotta@tribpub.com

Twitter @kcullotta

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This article is related to: Special Olympics

Broadway Buddies program to perform 'Grease!'

Submitted by Brian Selders

On Thursday, May 4, and Friday, May 5, an uplifting act of creative partnership will be on display as the T-Birds and Pink Ladies reunite in "Grease, a Review" at the Buffalo Grove Community Arts Center at 7 p.m.

The production is the culmination of efforts by Northwest Special Recreation Association and the Buffalo Grove Park District to develop increased opportunities for individuals with disabilities to immerse themselves into full community theater productions.

This community production will be hosted by Big Deal Productions, managed by the Buffalo Grove Park District. As part of the NWSRA Broadway Buddies program, participants have practiced for two to three hours per week for approximately 12 weeks to ensure that their performances are ready.

Through the Broadway Buddies program, individuals with disabilities are paired with volunteer "Buddies." These individuals serve as music directors, choreographers, mentor directors, stagehands, behavior support and other roles throughout the process.

Through the collective efforts of the Buffalo Grove Park District, NWSRA, Big Deal Productions, the volunteer "Buddies" and all of the cast members, this event will create an immersive theatrical



The cast and crew of the 2016 Broadway Buddies production of "Willy Wonka Jr., a Review." This year's Broadway Buddies production, "Grease, a Review," will be staged Thursday, May 4, and Friday, May 5.

experience for the actors and audience.

"We worked with the talents and abilities our participants do have, and we were able to showcase their strengths," said show coordinator and NWSRA staff member Erica Stanko.

Previously, Broadway Buddies hosted "Willy Wonka Jr. Review." The stage was set with a 16-foot gate to the chocolate factory, detailed Oompa Loompa costumes, an inflatable blueberry

costume for Violet Beauregarde and more.

The Willy Wonka reception transformed the Community Arts Center into a real-life candy factory, complete with custom wrapped Willy Wonka chocolate bars and other confections featured in the play.

Beginning in September, participants have learned skills such as characterization, projection and voice control, confidence on stage, musicality, choreography and

movement, fluency in reading and delivering lines, stage direction, emotion, etc.

These skills were taught through various games and activities. The actors were given scripts, music and choreography and were expected to practice at home.

NWSRA participant Rebecca Hackl played the role of Charlie in the 2016 "Willy Wonka Jr." production, while her sister Elise served as a teacher for the Broadway

Buddies program.

Rebecca, who has autism, has participated in NWSRA programs for more than 15 years and has been part of many acting, music and dance programs with the organization.

Elise stated, "This production was an amazing opportunity for Rebecca to perform and to be part of the community. The cool thing about community theater is that there is no age limit, no limit on accessibility, and no limit on acceptance."

"Becca and I were both able to be part of something bigger than us and give back to our community in a way that is meaningful to us."

Through theater, individuals are able to find, develop and enhance many skills, including improvisation, communication, socialization and more. The process of learning a script, interacting with peers and coaches, helping with backstage production lends itself to the rapid development of skills that may not be found through other means.

"The community is greatly impacted by our partnerships, bringing activities and experiences to everyone," Elise said. "By partnering with NWSRA, we were able to ensure that everyone is not just accepted at the program, but thrives from being part of the program."

Big Deal Productions, managed by the Buffalo Grove Park District, has staged a variety of musical and theatrical productions throughout the year at its newly acquired and renovated Buffalo Grove Community Arts Center.

Buffalo Grove Park District Executive Director Ryan Risinger said, "We are really proud to be able to partner with NWSRA and provide the community with a program that allows people with a variety of disabilities to be able to participate in a community theater program."

"For years we've seen how the Buddy Baseball program has enriched the lives of hundreds of people. Now we are doing the same thing, but for people who love theater and performing on stage. The benefits to the performers, the buddies who assist them, and their families is unmeasurable."

"This event serves as an example of how quality of life, self-empowerment and social equity can be achieved through innovative collaboration," said NWSRA Executive Director Tracey Crawford. "We appreciate the continued partnership with the Buffalo Grove Park District and thank them for their outstanding efforts."

For information, contact Jessi Hersman at jessi@bgparks.org. To purchase tickets online, visit www.bigdeal-productions.org.

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From the community: Actors with disabilities perform Grease!



The cast and crew of the 2016 Broadway Buddies production of Willa Wonka, Jr., a Review. (Posted by bselders, Community Contributor)

By **Community Contributor bselders**

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On May 4 and 5, an uplifting act of creative partnership will be on display as the T-Birds and Pink Ladies reunite in Grease, a Review at the Buffalo Grove Community Arts Center at 7:00 p.m. both evenings. The production is the culmination of efforts by Northwest Special Recreation Association (NWSRA) and the Buffalo Grove Park District to develop increased opportunities for individuals with disabilities to immerse themselves into full community theater productions.

This community production will be hosted by Big Deal Productions, managed by the Buffalo Grove Park District. As part of the NWSRA Broadway Buddies program, participants have practiced for 2-3 hours per week for approximately 12 weeks to ensure that their performances are ready. Through the Broadway Buddies program, individuals with disabilities are paired with volunteer "Buddies". These individuals serve as music directors, choreographers, mentor directors, stagehands, behavior support, and many other roles throughout the process. Through the collective efforts of the Buffalo Grove Park

District, NWSRA, Big Deal Productions, the volunteer "Buddies" and all of the cast members, this event will create an immersive theatrical experience for the actors and audience. Show coordinator and NWSRA staff member Erica Stanko stated "We worked with the talents and abilities our participants do have, and we were able to showcase their strengths."

In 2015, Broadway Buddies hosted the Willy Wonka Jr. Review. The stage was set with a 16 foot gate to the chocolate factory, detailed Oompa Loompa costumes, an inflatable blueberry costume for Violet Beauregarde and more. The Willy Wonka reception transformed the Community Arts Center into a real life candy factory, complete with custom wrapped Willy Wonka chocolate bars and other candy confections featured in the play. From the moment the attendee walked in the door, it felt as if they had stepped into the world of Willy Wonka.

Beginning in September, participants have learned skills such as characterization, projection and voice control, confidence on stage, musicality, choreography and movement, fluency in reading and delivering lines, stage direction, emotion, etc. These skills were taught through various games and activities. The actors were given scripts, music, and choreography and were expected to practice at home.

NWSRA participant Rebecca Hackl played the role of Charlie in the 2016 Willy Wonka Jr. production, while her sister Elise served as a teacher for the Broadway Buddies program. Rebecca, who has Autism, has participated in NWSRA programs for over 15 years, and has been part of many acting, music, and dance programs with the organization. Elise stated "This production was an amazing opportunity for Rebecca to perform and to be part of the community. The cool thing about community theater is that there is no age limit, no limit on accessibility, and no limit on acceptance. Becca and I were both able to be part of something bigger than us and give back to our community in a way that is meaningful to us." Through theater, individuals are able to find, develop and enhance many skills including improvisation, communication, socialization and so much more. The process of learning a script, interacting with peers and coaches, helping with back stage production lends itself to the rapid development of skills that may not be found through other means. Elise added "The community is greatly impacted by our partnerships- bringing activities and experiences to everyone. By partnering with NWSRA, we were able to ensure that everyone is not just accepted at the program, but thrives from being part of the program." Big Deal Productions, managed by the Buffalo Grove Park District, has staged a variety of musical and theatrical productions throughout the year at its newly acquired and renovated Buffalo Grove Community Arts Center. Buffalo Grove Park District Executive Director Ryan Risinger stated "We are really proud to be able to partner with NWSRA, and provide the community with a program that allows people with a variety of disabilities to be able to participate in a community theater program. For years we've seen how the Buddy Baseball program has enriched the lives of hundreds of people; now we are doing the same thing, but for people who love theater and performing on stage. The benefits to the performers, the buddies who assist them, and their families is unmeasurable."

NWSRA Executive Director Tracey Crawford stated "This event serves as an example of how quality of life, self-empowerment and social equity can be achieved through innovative collaboration. We

appreciate the continued partnership with the Buffalo Grove Park District and thank them for their outstanding efforts."

For more information, contact Jessi Hersman at jessi@bgparks.org. To purchase tickets online, visit www.bigdealproductions.org

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