

**Illinois River Valley Special Recreation Association
Board Meeting Minutes
Tuesday, January 17, 2017 8:30 am
Fondulac Park District Board Room
East Peoria, Il.**

- 1.) Roll call 8:35 a.m.
- 2.) Board Members in attendance:
 - Mike Johnson, Executive Director, Fondulac Park District
 - Craig Weigle, Superintendent of Recreation, Fon du Lac Park District (Chair-President)
 - Jan Swan, Commissioner, Fondulac Park District
 - Cameron Bettin, Executive Director, Pekin Park District (Vice Chair-Vice President)
 - Gary Gillis, Commissioner, Pekin Park District
 - Shawn Powers, Superintendent of Recreation, Pekin Park District
 - Others:
 - Casey Smith, IRVSRA Program Manager
 - Shawna Burnice, IRVSRA Program Supervisor
- 3.) Approval of Minutes of Board Meeting October 18, 2016, motion Cameron, 2nd Jan; Approved.
- 4.) No public input.
- 5.) IRVSRA update and Report on activities; Casey's report attached. Other items discussed were the following:
 - a. It was recommended that Casey develop some goals and objectives for 2018 during the budget process.
 - b. IRVSRA was short on male chaperones, but have hired more.
 - c. Volunteers – Jan asked if they struggle with this. The answer was yes/no with transition; at times they struggle because still have a little bit of us/them going on. Pekin/Fondulac.
 - d. The Fondulac bus needs to be returned in June.
 - e. The Pekin Park District can use their Blue Bord Bus if need be but need a CDL driver.
 - f. Enabling Gardens – 6 to 8 regulars from Morton. Gave free vouchers at Winter Wonderland for volunteers to attend. Craig mentioned having Pam come to Pekin for a special class.
 - g. There was discussion about the Miller Center donation and how we might be able to get creative to help the IRVSRA get the program space completed sooner than later, and maybe purchase another bus so they do not have to share with the Miller Center.

h. Cameron mentioned the credit card/petty cash circumstance where a restaurant would not invoice for the meal. There was discussion of possibly using a pre-paid spending card. Mike also mentioned that he has a letter/memo he can send to Cameron regarding their use policy.

i. There was discussion regarding focusing on getting programs more established, getting a good volunteer base and slowing down a bit.

j. There was discussion on eventually doing a survey of participants regarding programs/events and needs/wants.

k. Things are going well with School Districts, getting new participants.

l. There was discussion of hopefully getting to the point where more staff (full-time/part-time) can be brought on so Casey can do more administratively.

m. Heart of Morton – A parental SRA group has started separately from HISRA.

n. We are looking to move the banquet to Fondulac Park District's facility this year.

6.) Budget Report; Cameron handed out Pekin's 2016-17 Special Population Fund Budget Comparison for November, 2016 and gave an overview. Report attached.

7.) Review of Bylaws; It was decided to table this and review at the April meeting.

8.) Election of Officers: The following were nominated and approved.

Chair-President – Cameron

Vice Chair-Vice President – Mike

Secretary - Craig

9.) 2017 Schedule of Meetings; the scheduled was handed out and reviewed.

10.) Next meeting will be held at Robert N. Blackwell Administration Building, Pekin Park District on April 18, 2017.

9). Motion to adjourn; Gary, 2nd Jan; 9:35 a.m.



Illinois river valley special recreation association

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Fon du Lac and Pekin Park Districts

January 2017 IRVSRA Board Meeting Report

Casey Smith IRVSRA Program Manager

Highlights – Changes - Updates

- I. Staffing Changes
 - a. Hired additional Chaperones for special event detail
 - i. 6 females
 - ii. 4 males
 - b. Volunteers
 - i. Every event where volunteers are needed, the brochure specifies
 - ii. Planning Volunteer Facebook Group for volunteer events
 - iii. Parent, Shannon Doubet, will be taking lead on FB group to aid in finding volunteers for fundraising events and special event setup/tear down.
- II. SOILL Sports
 - a. Bowling
 - i. Currently 78 registered bowlers
 - b. Basketball
 - i. 3 teams
 - c. Planning stages for Spring/Summer sports
 - i. Track/Field – Soccer – Softball (no longer offering T-ball)
- III. Cheer & Dance
 - a. Purchases
 - i. New Poms for SRA
 - ii. New Cheer Skirts and Shorts
 - iii. New travel bags for Poms and Uniforms
 - iv. 50% of new PA Sound System for SRA Program Space for Cheer & Dance and other SRA events and programs like dances and movies.
 - b. Additional sessions per season (Tues. and Thurs.)
- IV. Transportation
 - a. FDL Bus at Pekin Ice Arena
 - b. 5 special event outings too large for one bus since last SRA Board Meeting in Oct. (13+ / avg. 18.4)
- V. New Offerings and Programs
 - a. SRA Winter Day Camp averaged 4 campers per day (Dec. 21 – Jan 3)
 - b. Planning to offer Spring Break Camp
 - c. Pekin to E. Peoria transportation for FDL based program 'Enabling Gardens'
 - d. 3rd Friday Night of the month: Parent's Night Out (March/April/May)
 - e. Track and Field Participants will be able to partake in an additional track meet this season

VI. Fundraising Efforts

- a. 3rd Sunday Breakfast at the Moose
 - i. SRA is averaging \$284 per month in revenue (% of sales and tip)
 - ii. Cheer and Dance made approximately \$874 their first breakfast in Oct. Their turn again on Feb. 19th. 8am-11am.
 - iii. Go Fund Me Campaign launched and live.

VII. IRSRSA Program Space Renovation Project

- i. \$ is being raised ("SRA Program Space" announced at Sports Banquet)
- ii. Go-Fund-Me
 - 1. \$1255 offline update coming up, totaling \$2715 so far.
- iii. Rummage Sale – May 12th and 13th
- iv. Programs moving to program space
 - 1. Cheer and Dance
 - 2. Pekin Based Dances
 - 3. Pekin Aktion Club
 - 4. SOILL Orientations
 - 5. Winter / Spring Camp
 - 6. Sunshine Camp

VIII. Budget as of 11/30/16

- a. Program Rev. \$666 under
- b. Program Exp. \$6766 under
- c. Program Salaries \$2949 under
- d. Overall: \$9049 under program budget

NOTES:

2016-17 SPECIAL POPULATION FUND BUDGET COMPARISON

November 2016

REVENUE	ANNUAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	BUDGET + OR (-) TO ACTUAL
BEGINNING CASH	53,660	53,660	53,660	0
PROPERTY TAX	197,390	197,390	196,400	(990)
INTEREST EARNED	280	150	150	0
TOTAL SPEC. POPS. REVENUE	251,330	251,200	250,210	(990)

IRVSRA REVENUE

NON-PROGRAM REV.	93,530	44,390	46,370	1,980
PROGRAM REVENUE	41,800	17,330	16,660	(670)
TOTAL IRVSRA REVENUE	135,330	61,720	63,030	1,310

IRVSRA EXPENSE

NON PROGRAM EXPENSE	116,610	47,960	48,420	(460)
PROGRAM EXPENSE	45,160	24,360	21,410	2,950
PROGRAM SALARIES	43,010	18,980	12,210	6,770
SOCIAL SECURITY TRANS	12,070	4,130 *	4,130	
TOTAL IRVSRA EXPENSE	216,850	95,430	86,170	9,260
TOTAL IRVSRA REVENUE OVER EXP.	(81,520)	(33,710)	(23,140)	10,570

MILLER CENTER REVENUE

NONPROGRAM REVENUE	1,500	600	2,190	1,590
PROGRAM REVENUE	17,300	11,080	9,920	(1,160)
ACTIVITY REVENUE	21,740	8,610	7,760	(850)
SERVICE REVENUE	53,740	22,320	22,710	390
TRANSFERS IN	0	0	0	0
TOTAL SENIOR REVENUE	94,280	42,610	42,580	(30)

MILLER CENTER EXPENSE

PROGRAM EXPENSE	11,470	5,230	3,910	1,320
ACTIVITY EXPENSE	6,190	2,750	1,870	880
SERVICE EXPENSE	51,310	21,400	22,530	(1,130)
OPERATIONAL EXPENSE	154,130	61,090	55,340	5,750
SOCIAL SECURITY TRANS	9,200	3,830 *	3,830	0
TOTAL MILLER CENTER EXPENSE	232,300	94,300	87,480	6,820
TOTAL MILLER CTR. REV. OVER EXP.	(138,020)	(51,690)	(44,900)	6,790

SPECIAL POPULATION FUND SUMMARY

TOTAL SPEC. POPS. REVENUE	480,940	355,530	355,820	290
TOTAL SPEC. POPS. EXPENSE	449,150	189,730	173,650	16,080
TOTAL SPEC. POPS. REV. OVER EXP.	31,790	165,800	182,170	16,370

* Note: Indicates the amount shown for "Budget to Date" has been adjusted to reflect an accurate comparison. No adjustments are ever made to the "Actual to Date" amounts.



Illinois River Valley Special Recreation Association
Board of Directors
Schedule of Meetings
For Calendar Year 2017

Pursuant to the requirements of 5 ILCS120/2.02, public notice is hereby given of the following schedule of regular meetings of the Illinois River Valley Special Recreation Association of the Pekin Park District and the Fondulac Park District, Tazewell Counties, Illinois for the 2017 calendar year, all of said meetings to be held at 8:30 a.m. at the administration office of the park district hosting the meeting:

Tuesday, January 17, 2017 at Fondulac Park District
Tuesday, April 18, 2017 at Pekin Park District
Tuesday, July 18, 2017 Fondulac Park District
Tuesday, October 17, 2017 at Pekin Park District

Dated: November 16, 2016

Terri Gambetti, Secretary
Illinois River Valley Special
Recreation Association