### For the Two Months Ending June 30, 2016 CORPORATE FUND

	~		_	CORLOR	. 🔼 ]					
	C	urrent Month	)	Year to Date		Budget	YTD		Prev YTD	Prev %
D		Actual		Actual			Percentage			Budget
Revenues	ф	1 400 00	ф	1 60 1 11	ф	565,000,00	0.02	ф	2 427 50	0.60
Corporate Fund Taxes	\$	1,480.92	\$	4,624.44	\$	565,000.00	0.82	\$	3,437.59	0.68
Replacement Taxes		0.00		2,769.87		15,000.00	18.47		3,650.22	24.33
Interest Earned-Corp.		65.38		123.46		350.00	35.27		63.45	15.86
Other Income - Corpor		850.00		850.00		4,900.00	17.35		315.90	15.80
Total Revenues		2,396.30		8,367.77		585,250.00	1.43		7,467.16	1.43
Expenses										
Full Time Wages-Adm		16,915.36		33,585.67		219,961.00	15.27		29,211.69	13.68
Part Time Wages		6,321.02		10,284.69		61,000.00	16.86		12,461.81	24.23
Legal Publications		0.00		181.32		1,000.00	18.13		181.32	16.48
Postage Stamps		166.40		166.40		1,300.00	12.80		500.00	25.00
Public Relations		300.00		300.00		1,000.00	30.00		0.00	0.00
Telephones		492.83		556.81		6,200.00	8.98		575.28	7.83
Association Dues		0.00		0.00		5,400.00	0.00		600.00	11.11
Professional Developm		199.50		386.63		5,950.00	6.50		251.00	5.72
Subscriptions		0.00		0.00		700.00	0.00		663.00	69.79
Mileage Reimburseme		250.00		500.00		3,000.00	16.67		500.00	16.67
Park Board Expense		60.00		60.00		5,200.00	1.15		234.18	4.50
Computer Services		584.00		997.70		6,350.00	15.71		963.43	11.61
Security Services		300.00		300.00		9,550.00	3.14		421.73	3.31
Health Insurance Admi		184.68		369.36		57,822.00	0.64		388.38	0.73
Professional Services		2,959.16		3,364.16		16,000.00	21.03		1,291.00	8.07
Office Machine Contra		901.43		981.33		12,000.00	8.18		1,488.22	20.74
Refuse Disposals		435.12		874.94		5,200.00	16.83		808.39	17.96
Portable Toilets		800.00		800.00		5,600.00	14.29		1,435.00	35.70
Trade Services		1,990.00		2,370.00		35,600.00	6.66		2,657.50	9.10
Utilites - Natural Gas		30.49		136.59		2,600.00	5.25		178.14	6.85
Utilities - Electricity		1,260.35		1,913.71		10,600.00	18.05		(1,081.77)	(7.41)
Utilities - Water		0.00		0.00		1,000.00	0.00		0.00	0.00
Bank Fees		0.00		0.00		500.00	0.00		0.00	0.00
Supplies		6,310.75		6,310.75		34,100.00	18.51		1,432.84	5.03
Equipment		0.00		0.00		3,000.00	0.00		66.75	1.28
Repair Parts		171.22		171.22		3,400.00	5.04		439.67	7.99
Awards & Remembran		397.25		397.25		450.00	88.28		0.00	0.00
Staff Uniforms		0.00		0.00		2,100.00	0.00		0.00	0.00
Separation Pay		0.00		0.00		59,882.00	0.00		0.00	0.00
Other Expenses		0.00		0.00		2,100.00	0.00		23.40	1.11
Other Expenses							0.00			1.11
Total Expenses		41,029.56		65,008.53		578,565.00	11.24		55,690.96	9.99
Net Income	\$	(38,633.26)	\$	(56,640.76)	\$	6,685.00	(847.28)	\$	(48,223.80)	142.09

#### For the Two Months Ending June 30, 2016 RECREATION FUND

RECREATION FUND										
	C	urrent Month Actual	7	Year to Date Actual		Budget	Year to Date	P	revious YTD	Prev % Budget
Revenues										
<b>Recreation Fund Taxes</b>	\$	185.11	\$	578.05	\$	51,856.00	1.11	\$	801.11	2.44
Interest Earned - Rec.		58.44		103.67		250.00	41.47		20.87	208.70
Programs Fees - Gener		19,546.90		135,453.58		530,750.00	25.52		137,379.51	25.00
Donations & Sponsors		0.00		0.00		6,100.00	0.00		3,840.00	54.86
Other Income - Recreat		0.00		0.00		100.00	0.00		0.00	0.00
		10.500.15		101107.00						• 4 4 0
Total Revenues		19,790.45		136,135.30		589,056.00	23.11		142,041.49	24.10
Expenses										
Full Time Wages-Rec		12,511.61		25,535.86		158,454.00	16.12		28,764.96	14.62
Part Time Wages-Prog		3,591.97		9,624.25		105,700.00	9.11		6,677.13	7.94
Wages - Program Lead		3,648.75		11,864.40		67,000.00	17.71		12,953.98	14.43
Program Marketing		0.00		0.00		1,700.00	0.00		1,650.00	71.74
Telephones		127.98		255.96		1,200.00	21.33		198.70	15.65
Association Dues		0.00		0.00		540.00	0.00		259.00	53.07
Professional Developm		0.00		0.00		3,500.00	0.00		0.00	0.00
Mileage		0.00		0.00		400.00	0.00		0.00	0.00
Security Services		421.73		1,726.31		7,200.00	23.98		1,291.13	23.06
Health Insurance Rec.		0.00		0.00		43,575.00	0.00		0.00	0.00
Refuse Disposals		340.77		647.54		3,600.00	17.99		705.18	19.59
Trade Services		615.00		900.00		6,500.00	13.85		747.00	16.60
Utilites - Natural Gas		56.14		228.82		2,500.00	9.15		209.61	6.35
Utilities - Electricity		1,621.52		2,463.62		14,000.00	17.60		2,158.02	17.69
Utilities - Water		211.60		211.60		1,000.00	21.16		248.53	20.71
Program Contractual S		5,621.40		9,978.24		108,640.00	9.18		10,288.50	8.27
Credit Card Fees		801.81		2,394.07		12,000.00	19.95		1,514.37	27.71
<b>Brochure Printing</b>		0.00		3,544.00		17,000.00	20.85		4,498.00	28.43
Co-op Fees		1,183.86		1,183.86		16,000.00	7.40		0.00	0.00
Bank Fees		27.90		90.90		0.00	0.00		105.30	0.00
Supplies		5,884.62		10,114.84		52,900.00	19.12		9,939.40	24.36
Equipment		0.00		0.00		6,400.00	0.00		266.20	5.02
Repair Parts		0.00		0.00		8,700.00	0.00		0.00	0.00
Other Expenses		223.00		223.00		2,500.00	8.92		216.50	94.13
Total Expenses		36,889.66		80,987.27		641,009.00	12.63		82,691.51	12.39
Net Income	\$	(17,099.21)	\$	55,148.03	\$	(51,953.00)	(106.15)	\$	59,349.98	(76.01)

# For the Two Months Ending June 30, 2016 ILLINOIS MUNICIPAL RETIREMENT FUND

	Cı	ırrent Month Actual	Y	ear to Date Actual	Budget	Year to Date	Pr	revious YTD	Prev % Budget
Revenues									
Property Taxes-IMRF	\$	52.89	\$	165.16	\$ 42,000.00	0.39	\$	461.70	0.45
Interest IMRF		5.66		11.59	1.00	1,159.00		(0.17)	(17.00)
Total Revenues		58.55		176.75	42,001.00	0.42		461.53	0.45
Expenses									
IMRF Contribution		3,270.74		7,006.24	44,280.00	15.82		6,991.05	13.55
Total Expenses		3,270.74		7,006.24	44,280.00	15.82		6,991.05	13.55
Net Income	\$	(3,212.19)	\$	(6,829.49)	\$ (2,279.00)	299.67	\$	(6,529.52)	(12.69)

# For the Two Months Ending June 30, 2016 SOCIAL SECURITY FUND

	Cı	urrent Month Actual	Y	ear to Date Actual	Budget	Year to Date	Pr	revious YTD	Prev % Budget
Revenues									
Property Taxes FICA	\$	132.22	\$	412.89	\$ 48,000.00	0.86	\$	360.73	0.64
Interest-FICA		1.59		3.84	1.00	384.00		0.37	37.00
Total Revenues		133.81		416.73	48,001.00	0.87		361.10	0.64
T.									
Expenses				- 002 01	.= ==1 00	4.4.00		- 00- 1-	4.4.00
FICA-Employer Contri		3,353.95		7,083.01	47,751.00	14.83		7,035.47	14.20
Total Expenses		3,353.95		7,083.01	47,751.00	14.83		7,035.47	14.20
Net Income	\$	(3,220.14)	\$	(6,666.28)	\$ 250.00	(2,666.51	\$	(6,674.37)	(100.13)

### For the Two Months Ending June 30, 2016 AUDITING FUND

Davanuas	Сι	rrent Month Actual	Y	ear to Date Actual	 Budget	Year to Date	Pı	revious YTD	Prev % Budget
Revenues Property Taxes Auditin Interest Auditing	\$	26.44 1.78	\$	82.57 3.35	\$ 8,300.00 1.00	0.99 335.00	\$	59.75 0.10	0.66 10.00
Total Revenues		28.22		85.92	8,301.00	1.04		59.85	0.67
Expenses Professional Service-A		0.00		0.00	8,200.00	0.00		0.00	0.00
Total Expenses		0.00		0.00	8,200.00	0.00		0.00	0.00
Net Income	\$	28.22	\$	85.92	\$ 101.00	85.07	\$	59.85	4.72

### For the Two Months Ending June 30, 2016 LIABILITY INSURANCE FUND

	Cı	urrent Month Actual	J	Year to Date Actual	Budget	Year to Date	Previous YTD	Prev % Budget
Revenues								
Property Taxes-PDRM	\$	105.78	\$	330.32	\$ 35,500.00	0.93	\$ 297.12	0.69
Interest-PDRMA		2.90		5.43	1.00	543.00	0.24	24.00
Total Revenues		108.68		335.75	35,501.00	0.95	297.36	0.69
Expenses								
Professional Services,		0.00		0.00	8,100.00	0.00	0.00	0.00
Trade Services		100.00		100.00	0.00	0.00	0.00	0.00
Security Reference Ch		57.00		57.00	500.00	11.40	0.00	0.00
PDRMA Premium		0.00		0.00	25,000.00	0.00	0.00	0.00
Safety Supplies		0.00		0.00	1,500.00	0.00	186.95	12.46
Total Expenses		157.00		157.00	35,100.00	0.45	186.95	0.57
Net Income	\$	(48.32)	\$	178.75	\$ 401.00	44.58	\$ 110.41	1.03

### For the Two Months Ending June 30, 2016 SPECIAL RECREATION FUND

	Cı	urrent Month Actual	Ŋ	Year to Date Actual	Budget	Year to Date	P	revious YTD	Prev % Budget
Revenues									
Property Taxes-SEAS	\$	132.22	\$	412.89	\$ 75,000.00	0.55	\$	606.80	2.33
Interest-SEASPAR		14.39		27.34	20.00	136.70		5.26	26.30
Total Revenues		146.61		440.23	75,020.00	0.59		612.06	2.35
Expenses									
Full Time Wages-Boar		853.04		1,692.85	11,081.00	15.28		1,544.36	14.36
ADA Portable Restroo		0.00		0.00	2,000.00	0.00		0.00	0.00
ADA Assesibility		0.00		0.00	43,700.00	0.00		0.00	0.00
Special Rec-Instrutors		0.00		0.00	5,000.00	0.00		411.00	8.22
SEASPAR Contributio		0.00		0.00	60,000.00	0.00		0.00	0.00
Total Expenses		853.04		1,692.85	121,781.00	1.39		1,955.36	1.62
Net Income	\$	(706.43)	\$	(1,252.62)	\$ (46,761.00)	2.68	\$	(1,343.30)	1.42

### For the Two Months Ending June 30, 2016 BONDS & INTEREST FUND

	Cı	urrent Month Actual	•	Year to Date Actual	Budget	Year to Date	P	revious YTD	Prev % Budget
Revenues									
Property Taxes-Bond&	\$	528.90	\$	1,651.58	\$ 179,000.00	0.92	\$	1,816.57	0.75
Interest- Bond&Interes		40.06		83.74	80.00	104.68		7.53	30.12
Total Revenues		568.96		1,735.32	179,080.00	0.97		1,824.10	0.75
Expenses									
Bonds & Interest-Profe		0.00		0.00	500.00	0.00		0.00	0.00
Bond Principal		0.00		0.00	110,000.00	0.00		0.00	0.00
Bond Interest		0.00		33,875.00	67,750.00	50.00		36,425.00	50.00
Total Expenses		0.00		33,875.00	178,250.00	19.00		36,425.00	14.98
Net Income	\$	568.96	\$	(32,139.68)	\$ 830.00	(3,872.25	\$	(34,600.90)	(15,378.1

### For the Two Months Ending June 30, 2016 CAPITAL PROJECT FUND #10

	Cı	irrent Month Actual	Y	ear to Date Actual	Budget	Year to Date	Pı	revious YTD	Prev % Budget
Revenues									
Interest Earned-Fund#	\$	102.41	\$	195.10	\$ 250.00	78.04	\$	51.29	20.52
Fund Transfer In		0.00		0.00	40,000.00	0.00		0.00	0.00
Donation & Grants-#1		0.00		0.00	400,000.00	0.00		0.00	0.00
Total Revenues	,	102.41		195.10	440,250.00	0.04		51.29	0.01
Expenses									
<b>Professional Services</b>		642.00		642.00	45,000.00	1.43		42.00	0.08
Trade Services- Cap Pr		0.00		0.00	874,453.00	0.00		6,837.10	0.68
Equipment-Cap Projec		0.00		0.00	6,500.00	0.00		2,326.00	77.53
Total Expenses		642.00		642.00	925,953.00	0.07		9,205.10	0.87
Net Income	\$	(539.59)	\$	(446.90)	\$ (485,703.00	0.09	\$	(9,153.81)	1.75

### For the Two Months Ending June 30, 2016 MEMORIAL FUND

	Cı	urrent Month Actual	Y	Year to Date Actual	Budget	Year to Date	Pr	evious YTD	Prev % Budget
Revenues									
Interest Earned- Fund	\$	0.70	\$	1.34	\$ 2.00	67.00	\$	0.00	0.00
VMF Donations		970.00		1,070.00	5,000.00	21.40		2,998.00	149.90
Veterans Memorial Fu		0.00		0.00	0.00	0.00		1,175.00	0.00
Total Revenues		970.70		1,071.34	5,002.00	21.42		4,173.00	208.55
Expenses									
Wages-Part Tme-Mem		0.00		0.00	1,000.00	0.00		352.15	50.31
Supplies-Memorial Pro		68.75		68.75	3,000.00	2.29		1,724.92	172.49
Total Expenses		68.75		68.75	4,000.00	1.72		2,077.07	122.18
Net Income	\$	901.95	\$	1,002.59	\$ 1,002.00	100.06	\$	2,095.93	696.32

### Community Pk District LaGrange Pk Income Statement For the Two Months Ending June 30, 2016

		Cı	arrent Month	Year to Date		%	Prev %
			Actual	Actual	Budget		Budget
Revenues	S				_		_
01-401	Corporate Fund Taxes	\$	1,480.92	\$ 4,624.44	\$ 565,000.00	0.82	0.68
01-402	Replacement Taxes		0.00	2,769.87	15,000.00	18.47	24.33
01-403	Interest Earned-Corp. Fun		65.38	123.46	350.00	35.27	15.86
01-490	Other Income - Corporate		850.00	850.00	4,900.00	17.35	15.80
02-401	Recreation Fund Taxes		185.11	578.05	51,856.00	1.11	2.44
02-403	Interest Earned - Rec. Fu		58.44	103.67	250.00	41.47	208.70
02-405	Programs Fees - General		19,546.90	135,453.58	530,750.00	25.52	25.00
02-408	Donations & Sponsorship		0.00	0.00	6,100.00	0.00	54.86
02-490	Other Income - Recreatio		0.00	0.00	100.00	0.00	0.00
03-401	Property Taxes-IMRF		52.89	165.16	42,000.00	0.39	0.45
03-403	Interest IMRF		5.66	11.59	1.00	1,159.0	(17.00)
04-401	Property Taxes FICA		132.22	412.89	48,000.00	0.86	0.64
04-403	Interest-FICA		1.59	3.84	1.00	384.00	37.00
05-401	Property Taxes Auditing		26.44	82.57	8,300.00	0.99	0.66
05-403	Interest Auditing		1.78	3.35	1.00	335.00	10.00
06-401	Property Taxes-PDRMA		105.78	330.32	35,500.00	0.93	0.69
06-403	Interest-PDRMA		2.90	5.43	1.00	543.00	24.00
08-401	Property Taxes-SEASPA		132.22	412.89	75,000.00	0.55	2.33
08-403	Interest-SEASPAR		14.39	27.34	20.00	136.70	26.30
09-401	Property Taxes-Bond& In		528.90	1,651.58	179,000.00	0.92	0.75
09-403	Interest- Bond&Interest		40.06	83.74	80.00	104.68	30.12
10-403	Interest Earned-Fund#10		102.41	195.10	250.00	78.04	20.52
10-407	Fund Transfer In		0.00	0.00	40,000.00	0.00	0.00
10-408	Donation & Grants-#10		0.00	0.00	400,000.00	0.00	0.00
11-403	Interest Earned- Fund #11		0.70	1.34	2.00	67.00	0.00
11-408	VMF Donations	_	970.00	1,070.00	5,000.00	21.40	149.90
	Total Revenues	_	24,304.69	148,960.21	2,007,462.00	7.42	7.39
Expenses							
01-501	Full Time Wages-Admin		16,915.36	33,585.67	219,961.00	15.27	13.68
01-505	Part Time Wages		6,321.02	10,284.69	61,000.00	16.86	24.23
01-601	Legal Publications		0.00	181.32	1,000.00	18.13	16.48
01-603	Postage Stamps		166.40	166.40	1,300.00	12.80	25.00
01-604	Public Relations		300.00	300.00	1,000.00	30.00	0.00
01-606	Telephones		492.83	556.81	6,200.00	8.98	7.83
01-607	Association Dues		0.00	0.00	5,400.00	0.00	11.11
01-608	Professional Developmen		199.50	386.63	5,950.00	6.50	5.72
01-610	Subscriptions		0.00	0.00	700.00	0.00	69.79
01-612	Mileage Reimbursement		250.00	500.00	3,000.00	16.67	16.67
01-701	Park Board Expense		60.00	60.00	5,200.00	1.15	4.50
01-702	Computer Services		584.00	997.70	6,350.00	15.71	11.61
01-703	Security Services		300.00	300.00	9,550.00	3.14	3.31
01-704	Health Insurance Admin.		184.68	369.36	57,822.00	0.64	0.73
01-705	<b>Professional Services</b>		2,959.16	3,364.16	16,000.00	21.03	8.07
01-706	Office Machine Contracts		901.43	981.33	12,000.00	8.18	20.74
01-707	Refuse Disposals		435.12	874.94	5,200.00	16.83	17.96

### Community Pk District LaGrange Pk Income Statement For the Two Months Ending June 30, 2016

		<b>Current Month</b>	Year to Date		%	Prev %
		Actual	Actual	Budget		Budget
01-708	Portable Toilets	800.00	800.00	5,600.00	14.29	35.70
01-709	Trade Services	1,990.00	2,370.00	35,600.00	6.66	9.10
01-710	Utilites - Natural Gas	30.49	136.59	2,600.00	5.25	6.85
01-711	Utilities - Electricity	1,260.35	1,913.71	10,600.00	18.05	(7.41)
01-712	Utilities - Water	0.00	0.00	1,000.00	0.00	0.00
01-723	Bank Fees	0.00	0.00	500.00	0.00	0.00
01-801	Supplies	6,310.75	6,310.75	34,100.00	18.51	5.03
01-802	Equipment	0.00	0.00	3,000.00	0.00	1.28
01-804	Repair Parts	171.22	171.22	3,400.00	5.04	7.99
01-805	Awards & Remembrance	397.25	397.25	450.00	88.28	0.00
01-809	Staff Uniforms	0.00	0.00	2,100.00	0.00	0.00
01-900	Separation Pay	0.00	0.00	59,882.00	0.00	0.00
01-901	Other Expenses	0.00	0.00	2,100.00	0.00	1.11
02-501	Full Time Wages-Rec	12,511.61	25,535.86	158,454.00	16.12	14.62
02-505	Part Time Wages-Prog A	3,591.97	9,624.25	105,700.00	9.11	7.94
02-511	Wages - Program Leaders	3,648.75	11,864.40	67,000.00	17.71	14.43
02-604	Program Marketing	0.00	0.00	1,700.00	0.00	71.74
02-606	Telephones	127.98	255.96	1,200.00	21.33	15.65
02-607	Association Dues	0.00	0.00	540.00	0.00	53.07
02-608	Professional Developmen	0.00	0.00	3,500.00	0.00	0.00
02-612	Mileage	0.00	0.00	400.00	0.00	0.00
02-703	Security Services	421.73	1,726.31	7,200.00	23.98	23.06
02-704	Health Insurance Rec.	0.00	0.00	43,575.00	0.00	0.00
02-707	Refuse Disposals	340.77	647.54	3,600.00	17.99	19.59
02-709	Trade Services	615.00	900.00	6,500.00	13.85	16.60
02-710	Utilites - Natural Gas	56.14	228.82	2,500.00	9.15	6.35
02-711	Utilities - Electricity	1,621.52	2,463.62	14,000.00	17.60	17.69
02-712	Utilities - Water	211.60	211.60	1,000.00	21.16	20.71
02-717	Program Contractual Serv	5,621.40	9,978.24	108,640.00	9.18	8.27
02-718	Credit Card Fees	801.81	2,394.07	12,000.00	19.95	27.71
02-720	Brochure Printing	0.00	3,544.00	17,000.00	20.85	28.43
02-722	Co-op Fees	1,183.86	1,183.86	16,000.00	7.40	0.00
02-723	Bank Fees	27.90	90.90	0.00	0.00	0.00
02-801	Supplies	5,884.62	10,114.84	52,900.00	19.12	24.36
02-802	Equipment	0.00	0.00	6,400.00	0.00	5.02
02-804	Repair Parts	0.00	0.00	8,700.00	0.00	0.00
02-901	Other Expenses	223.00	223.00	2,500.00	8.92	94.13
03-630	IMRF Contribution	3,270.74	7,006.24	44,280.00	15.82	13.55
04-640	FICA-Employer Contribu	3,353.95	7,083.01	47,751.00	14.83	14.20
05-705	Professional Service-Aud	0.00	0.00	8,200.00	0.00	0.00
06-705	Professional Services, Saf	0.00	0.00	8,100.00	0.00	0.00
06-709	Trade Services	100.00	100.00	0.00	0.00	0.00
06-717	Security Reference Check	57.00	57.00	500.00	11.40	0.00
06-760	PDRMA Premium	0.00	0.00	25,000.00	0.00	0.00
06-801	Safety Supplies	0.00	0.00	1,500.00	0.00	12.46
08-501	Full Time Wages-Board	853.04	1,692.85	11,081.00	15.28	14.36
08-708	ADA Portable Restrooms	0.00	0.00	2,000.00	0.00	0.00
08-709	ADA Assesibility	0.00	0.00	43,700.00	0.00	0.00
08-717	Special Rec-Instrutors	0.00	0.00	5,000.00	0.00	8.22
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### Community Pk District LaGrange Pk Income Statement For the Two Months Ending June 30, 2016

		C	urrent Month		Year to Date		%	Prev %
			Actual		Actual	Budget		Budget
08-780	SEASPAR Contribution		0.00		0.00	60,000.00	0.00	0.00
09-705	Bonds & Interest-Profess		0.00		0.00	500.00	0.00	0.00
09-790	Bond Principal		0.00		0.00	110,000.00	0.00	0.00
09-791	Bond Interest		0.00		33,875.00	67,750.00	50.00	50.00
10-705	Professional Services		642.00		642.00	45,000.00	1.43	0.08
10-709	Trade Services- Cap Proj		0.00		0.00	874,453.00	0.00	0.68
10-802	Equipment-Cap Project		0.00		0.00	6,500.00	0.00	77.53
11-505	Wages-Part Tme-Memori		0.00		0.00	1,000.00	0.00	50.31
11-801	Supplies-Memorial Proj	_	68.75		68.75	3,000.00	2.29	172.49
	Total Expenses	_	86,264.70		196,520.65	2,584,889.00	7.60	7.26
	Net Income	\$ _	(61,960.01)	\$.	(47,560.44)	\$ (577,427.00)	8.24	6.82



To: Aleks Briedis

From: Peggy Ronovsky
Office Manager

Ref: Board Report July 2016

- Monthly financial work was completed. Payroll was processed for June and payables were processed for the July meeting.
- Daily registrations and daily computer entries were completed. Bank deposits were processed as needed.
- Assisted customers using our online registration.
- Daily settlements for online registration were completed.
- We had the audit team here the week of June 20<sup>th</sup>. They completed their field work on Thursday, and we are waiting to hear back from them with any follow ups. They will complete the process with Executive Director Alek Briedis, and a final report will follow.
- The brochure for fall 2016 was a heavy task, and we are still in the process of completing steps one and two. One was getting all the programs written up, divided amongst the coop towns, and then finalized and sent to Dave for a first round draft. And step two was Dave and Josh completing the first proof. I did receive the first proof, so now editing will start. We are on target for a completion date to the residents by August 1<sup>st</sup>.
- Because we did have all the information for the programs for fall, we have started the process of inputting all necessary information into CommunityPass. This task will take some time, but we are confident to have it completed by August 1<sup>st</sup> as well. Online registration is not until Friday, August 12<sup>th</sup> for residents, Non-residents is Friday, August 19<sup>th</sup>.
- I took the Chicago White Sox trip out on July 30<sup>th</sup>. We had 25 people attend with me. Who knew that a school bus now has air conditioning?
- Next month will be very busy with completing all input for our Fall 2016 brochure, completing all
  paperwork and data entry for Ready Teddy Preschool 2016, including how to take payment for
  monthly charges, and completing the Fall Brochure for publication.
- Again, I would like to thank my staff, Nancy, Rachel, Amanda, Kelly and Tracy for jumping in, feet first, and taking on roles and tasks to make all run smoothly, while I have been busy taking on tasks that must be completed for Dean, in his absents.



Date: July 8, 2016

To: Aleks Briedis, Executive Director

From: Megan Jadron, Safety Coordinator

**July Board Report 2016** 

#### **Inspections:**

All playgrounds are being inspected on a regular basis. All playgrounds are in good condition and being utilized by many patrons this summer season.

I have also inspected all ball fields for the mid-season inspections.

Building inspections have been conducted for the month of June. Fire Extinguishers and AED has been checked as well.

Inspections for July will be conducted in the next two weeks.

#### Other:

As an ongoing process, I am currently taking inventory of current certificates of insurance and requesting new ones if we haven't received them yet.

I have replenished all classrooms with necessary first aid items and necessary paperwork for the summer classes that are continuing in those rooms.

I have ordered new safety training materials from PDRMA for the maintenance staff to benefit from.

I am also looking into workshops/ trainings for employees to attend this fall/ winter season.

I taught a First Aid, CPR and AED class on June 21<sup>st</sup> for those employees in need of certification. I also plan to teach another certification class in August for teachers and staff to receive certification as well.