



GLENCOE PARK DISTRICT
Committee of the Whole Meeting
Tuesday, February 7, 2023 | 7:00pm

Consistent with the requirements of the Illinois Compiled Statutes 5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted. Location of the meeting is Takiff Center, 999 Green Bay Rd, Glencoe, IL 60022

AGENDA

- I. Call to Order
- II. Roll Call
- III. Matters from the Public
- IV. Discussion on FY2023-24 Budget – First Draft Review
- V. Discussion on District Stipend Requests
- VI. Other Business
- VII. Executive Session
 - A. Personnel 5ILCS 120/2c (1)
- VIII. Adjourn

The Glencoe Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847-835-3030. Executive Director email: lsheppard@glencoeParkDistrict.com

Key rules governing participation

All comments will be limited to three (3) minutes per person and no longer than 30 minutes for all comments.



IV. Discussion on FY2023-24 Budget – First Draft Review

**Budget First Drafts were delivered to the Board
the week of January 23.**

Glencoe Park District
February 2023 Committee of the Whole Meeting

V. Discussion on District Stipend Requests

Glencoe Park District
February 2023 Committee of the Whole Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: Community Group Stipend Requests
DATE: January 24, 2023

Attached are the stipend requests for Glencoe Youth Services and Glencoe Junior High Project, both non-profit community organizations in good standing. Below is a description of each organization.

Glencoe Youth Services

Glencoe Youth Services (GYS) provides recreational, educational, social service, and leadership opportunities, in a safe and supportive environment to high school and middle school age youth living in New Trier Township. They are open weekdays from 3pm to 6pm, teens are welcome to drop in voluntarily to enjoy recreational and educational opportunities. They offer a safe space for young people to relax, grow, make friends, join a leadership board and more. The programs are always guided by staff who facilitate meaningful connections among all youth.

GYS also runs Special Needs Adult Pals (SNAP) that meets on Tuesday evenings from 6pm to 9pm in the Glencoe Youth Services (GYS) building. Every week starts with a warm, healthy dinner provided by generous donors including religious organizations, non-profits, and individual families.

GYS runs its programs in a Glencoe Park District facility. The park district donates the use of the facility to the organization. Over the past three years, the District has performed necessary facility repairs to the facility. This year, we budgeted \$8,000 for needed plumbing replacement. Additional projects targeted for upcoming years that are necessary:

1. Electrical updates/rewiring of abandoned panel currently used as a junction box
2. Chimney inspection/sweep/repair/tuckpoint
3. Drop/acoustic ceiling replacement

Last year, the Park District Board granted a \$5,000 stipend and allocated \$4,000 for necessary repairs to our building. We also provide in-kind support to their events including community room rentals for free, use of our special event equipment, and we provided audio production for their Battle of the Bands in October.

GYS also volunteered at many Glencoe Park District events including the Mud Run, Boo Bash, Hallmark Holiday, etc.

Stipend Request: \$10,000 GYS
\$1,000 SNAP

MEMORANDUM

Glencoe Junior High Project

Glencoe Junior High Project (GJHP) is a parent-led, non-profit organization that has sought to engage Glencoe middle school students into the community since 1973. Their mission is to foster socially aware, civic-minded and community-oriented individuals, they offer Glencoe 5th-8th grade students' opportunities to volunteer in their community, attend social activities and events, perform on stage, as well as access a youth drop-in center in Glencoe's Central School. The After-School Oasis program is open from 3:30pm-5:00pm at no cost to the participant for after-school programs encompassing cooking, crafts, nature, and service trips. They also coordinate with District 35 for a program during lunch/recess; however, staffing is hired/funded by the school district.

For 47 years, GJHP has coordinated several theatrical productions each year for the purpose of building community through the arts.

Last year, the Park District provided a \$5,000 stipend to offset the cost of the Oasis program that takes place from 3:30pm-5:00pm and in-kind support for some their events.

- Ice Rink: GJHP pays for ice rink time, we provide the Rec Room and staff assistance at no charge.
- Glencoe Beach: We provide use of Glencoe Beach for their End of School Beach Bash in June at no charge including staff assistance.
- We ran their production for their movie night in the fall 2021.

FYI: Included in GJHP offerings is a large theater program. The Park District also offers theater programs. Based on our Categories of Service, these programs are required to meet their direct and a portion of their indirect expenses.

GJHP did not volunteer at any Park District events this year.

Staff requested an updated audit, but they indicated the most current one is the one attached.

Stipend Request: \$10,000

Staff is requesting the Board discuss the stipend amounts and come to a consensus for what to include in the budget. Currently, there is a placeholder of \$10,000 for each agency.



Glencoe Youth Services

P.O. Box 316 • Glencoe, IL 60022
847-835-3121 • GlencoeYouthServices.org
Glencoe's Teen Center Since 1971

December 19, 2022

Dear Board of Park Commissioners,

Enclosed is the 2021-2022 annual report for Glencoe Youth Services (GYS). We are requesting \$10,000 in funding for Glencoe Youth Services and \$1,000 for Special Needs Adult Pals program from the Glencoe Park District for FY 2022/23. GYS has had a significant jump in attendance (Over 800 individual youth visits- average 18 per day) to center or participation in center activities/workshops) and we credit the boost with new Executive Director Michelle Rosenthal and her creative and expanded programming at GYS. She is fully running both the Teen and SNAP programs with a part time assistant and interns and volunteers.

We continue to offer recreational drop in services with programs daily from 3:30-6 including gaming tournaments, crafts, karaoke, trivia, and more. In addition we have added specialty pop up events where students drop by afterschool for a specialty snack and to socialize such as our Snow Cone Social which had over 100 kids drop by, hot cider celebration, observed peppermint day with peppermint hot chocolate and pop on by for popcorn. Furthermore we introduced specialty nights such as Girls Night In (an evening of yoga, fondue, henna art, hair and nails) which will run every other month. And we have expanded our outreach into the community offering partnership workshops such as fishing with the Backyard Nature Center at the Skokie Lagoons and visits to CARE animal shelter in Skokie.

GYS is extremely committed to service to others and giving back. In October, we expanded our monthly Lunches of Hope program to a "Morning of Service". With this expansion we offer 5 community project opportunities at different stations throughout the field house. This initiative brings the community together to make them more aware of other non-profits and their needs. Each month we pack 50 lunches for Connections for the Homeless in Chicago and complete other service projects which have included: 15 snuffle mats for dogs at the no kill shelter CARE, 20 no-sew fleece blankets to Children's Advocacy Center, 10 no-sew fleece blankets to House of Peace shelter in Waukegan, repurposed donated Halloween candy from families in District 35 to make veterans appreciation bags for veterans at Lovell Federal Health Care Center with the remainder of the candy being donated to Night Ministry for stocking stuffers, creating bouquets for seniors at the Council of Jewish Elderly in Deerfield with flowers donated from from the non-profit Bloom n Toss which collects flowers from grocery stores that are not sold and distributed to non profits to use and many more projects.

GYS Executive Director
Michelle Rosenthal

Assistant Director
Amelia Palmer

BOARD OF PARK COMMISSIONERS

President
Jennifer Adler

Members

Walter Calhoun
Tory Emerson
Jennifer Eppley
Colleen Fischvogel
Anne Helander
Debbie Jha
Alex Kaplan
Doris Klein, Brookkeeper
Lisa Krull
Liz McClain
Jodi Newmark
Sarah Staffilino

YOUTH SERVICES

Members

Ava Friedman
James Friedman
Joaquin Guzman

SUPPORTING ORGANIZATIONS

Am Shalom
Glencoe Park District
New Trier Township
North Shore United Methodist
Church
Village of Glencoe

GYS is a 501(c)(3)
tax-exempt organization

We are especially pleased with our success in collaborating with our teen centers partners in New Trier Township, the WYO in Winnetka and the Warming House in Wilmette, to create engaging programming designed to bring together teens throughout the district. Glencoe Park District has been an essential partner in making this happen. We hosted our first collaborative Battle of the Bands in October with five student bands performing. This was a collective effort among the teen centers and with the park district in which teens helped with set up and tear down, ran concessions, performed, took photographs of the event and assisted with marketing. Nate Van Allen ran the sound and stage and we had more than 100 fans come out to cheer the performers on. The New Trier Township Teen Centers will be collaborating with the Park District and School of Rock on the Battle of the Bands 2 scheduled to take place on January 21. In addition, the teen centers have been partners in our Morning of Service program mentioned above by sponsoring activities and running service stations. And we are looking to host a poetry reading/stand up comedy night in March as a teen outreach partnership.

We are also proud of our efforts to have students become hands-on volunteers in the community. We have assisted the Village of Glencoe by providing volunteers for their Lighting of the Lights, we ran a witches brew stand and a pin the sheet on the ghost station at Boo Bash, Helping staff and sell concessions at the Park District's Mud Run and we just helped out with the Hallmark Holiday handing out hot chocolate and popcorn to show that GYS cares to give the very best! When I see the effects of Covid on our teens it is evident to me that GYS needs to provide ways for students to become engaged again and weave themselves back into the social fabric of our community. A focus has been getting students involved directly by hands on hard work and fun! We just had our 8th grade boys who visit the teen center regularly give a hand at the Glencoe Public Library organizing the puzzles and games for their swap event.

And we are excited to open up the field house to serve as a community space by partnering with other nonprofits. In January we will be hosting the first ever reception and exhibit for winners of the Friends of the Green Bay Trail photo contest. This will attract people unfamiliar with the space and GYS to our organization while bringing the amazing artistic abilities of Glencoe residents to the students. Through the collaboration with Friends of the Green Bay Trail we intend to present both students and adult photography workshops and it is our hope that we will have a student exhibition in the center of their photos from the trail in later spring. I have also reached out to Arts of Life and intend to showcase works by special needs artists in the space this spring following our photo exhibition.

We are particularly proud of our Special Needs Adult Program (SNAP). SNAP continues to meet a large need within the local and greater community. In addition to programming, SNAP offers a free meal every week based on donations from local community members which has been a great way to get the community to

engage with our organization. We have also fostered a large pool of teen volunteers, who come to the program each week and have now become passionate advocates for adults with disabilities.

We would like to thank the Glencoe Park District for the significant and continuing support you have provided GYS and SNAP since our inception. The list of contributions the Glencoe Park District has made to GYS is long and varied from the provision of Holmes Shelter, the use of other park district properties, fundraising opportunities, and significant annual financial contributions. We are sincerely grateful for all the support, financial, and otherwise that Glencoe Park District has provided GYS and SNAP over the years.

Thank you for your consideration of this request. Please feel free to contact me if you have any questions or require further information.

Sincerely,
Michelle Rosenthal
Executive Director
Glencoe Youth Services

STATISTICS

Glencoe Youth Center Drop-In Hours: Mondays-Fridays 3:30 -6pm and some weekends. Drop-in hours will remain the same in addition to special programming. Glencoe Youth Services (GYS), founded in 1971, is a drop-in youth center providing recreational activities and social services opportunities for 6th -12th grade youth. Located in the Holmes Shelter, in between Central School and Melvin Berlin Park, GYS is open every day after school and on Saturdays during the day. The youth center provides a welcoming atmosphere where youth relax, talk with friends, and engage in their choice of many recreational activities, such as video games, crafts, board games, movies, and karaoke. Our participants also engage in social services activities such as Morning of Service/Lunches of Hope, socializing animals at CARE animal shelter, and assisting Backyard Nature Center with environmental projects. GYS is active at the 4th of July Festival, Harvest Fest, Movies on the Green and hosts many other community programs throughout the year. Over the course of the next year, we plan on continuing to provide a variety of programming such as video game tournaments, crafts, social service opportunities, and cooking classes. In addition, we are planning on hosting a GYS Spring Has Sprung Fun Run, Battle of the Bands 2, a poetry/comedy open mic night, as well as photo exhibits from Friends of the Green Bay Trail and artworks from Arts of Life.

Grade	Male	Female	Total
5 th	182	92	274
6 th	120	75	195
7 th	48	32	80
8 th	165	37	202
9-12	30	25	55
Under 5th grade	11	8	19
Total	556	269	825

attend with family

The Special Needs Adult Program (SNAP) Hours: Tuesdays 6pm-8:30pm Glencoe

Youth Services hosts the SNAP program every Tuesday night. SNAP provides a free dinner as well as recreation, support, and advocacy for adults with a wide range of disabilities. Participants meet new people, develop friendships, engage in activities, attend educational presentations, go on outings, and enjoy any of the entertainment options that GYS offer, including movies and karaoke. In addition we take regular excursions such as picnicking at Ravinia, visiting Lightscape at the Botanic Gardens and eating out at local restaurants including Barnabys.. More than half the weekly dinners are often supplied by donors in the community or board members. SNAP is requesting more operating funds for this year with plans on expanding to a second night every week targeted at young adults ranging from 17-25 years of age who are transitioning out of New Trier High School's special education program.

Hometown	# of Participants	Current Residence	# of Participants
Glencoe	7	Glencoe	4
Winnetka	2	Winnetka	2
Northfield	2	Northfield	2
Highland Park	2	Highland Park	4
Glenview	1	Glenview	1
Kenilworth	2	Kenilworth	1
Northbrook	3	Northbrook	2
Evanston	2	Evanston	9
Skokie	3	Skokie	3
Wilmette	6	Wilmette	2
Other	4	Other	3

BUDGET TEEN CENTER

AGENCY NAME:		Glencoe Youth Services-TEEN CENTER	
Indicate year in each column	2022-2023		
	PRESENT		
	YEAR		
AGENCY REVENUES			
New Trier Township	\$	38,000.00	
Federal Government		-	
State Government		-	
Local Government/Townships	\$	22,000.00	
Client Fees		-	
Grants: Foundations, Corporate, Religious	\$	4,100.00	
Individual Contributions	\$	9,700.00	
Special Events	\$	11,400.00	
United Way		-	
Sales		-	
Other Revenues	\$	40.00	
TOTAL REVENUES	\$	85,240.00	
AGENCY EXPENDITURES			
Program Staff Salaries, Benefits, Taxes	\$	65,400.00	
Administrative Staff Salaries, Benefits, Taxes	\$	2,500.00	
Fundraising Staff Salaries, Benefits, Taxes		-	
Professional Fees/Contractual Services	\$	400.00	
General Operating Expenses	\$	6,370.00	
Occupancy and Utilities	\$	3,000.00	
Specific Assistance to Individuals		-	
Major and Minor Equipment	\$	700.00	
Major Capital Expenses		-	
Other Fundraising Expenses	\$	4,750.00	
Other/Miscellaneous	\$	2,225.00	
TOTAL EXPENDITURES	\$	85,345.00	

BUDGET SNAP

Park District of Glencoe	
SNAP Budget 2022-23	
AGENCY NAME: Special Needs Adult Program (SNAP)	
Indicate year in each column	2022-2023
	PRESENT
	YEAR
AGENCY REVENUES	
New Trier Township	\$ 10,000.00
Federal Government	-
State Government	-
Local Government/Townships	\$ 4,000.00
Client Fees	-
Grants: Foundations, Corporate, Religious	-
Individual Contributions	\$ 1,000.00
Special Events	\$ 4,275.00
United Way	-
Sales	-
Other Revenues	\$ 6.00
TOTAL REVENUES	\$ 19,281.00
AGENCY EXPENDITURES	
Program Staff Salaries, Benefits, Taxes	\$ 11,740.00
Administrative Staff Salaries, Benefits, Taxes	\$ 500.00
Fundraising Staff Salaries, Benefits, Taxes	-
Professional Fees/Contractual Services	\$ 300.00
General Operating Expenses	\$ 2,532.00
Occupancy and Utilities	\$ 3,000.00
Specific Assistance to Individuals	-
Major and Minor Equipment	\$ 820.00
Major Capital Expenses	-
Other Fundraising Expenses	\$ 350.00
Other/Miscellaneous	\$ 250.00
TOTAL EXPENDITURES	\$ 19,142.00

FINANCIAL AUDIT

GLENCOE YOUTH SERVICES

FINANCIAL STATEMENTS

JUNE 30, 2021



DBS Accounting Solutions LLC
500 Shaker Boulevard, Suite 500
Northbrook, IL 60062
P 847.848.4011
F 847.848.3326

Glencoe Youth Services
680 Greenwood Avenue
Glencoe, IL 60022

We have compiled the accompanying balance sheet of the Glencoe Youth Services as of June 30, 2021, and the related statements of Support and revenue, functional expenses and changes in fund balances for the year then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

DBS ACCOUNTING SOLUTIONS LLC

August 23, 2021

GLENCOE YOUTH SERVICES
STATEMENT OF ASSETS AND FUND BALANCES
JUNE 30, 2021

ASSETS	AMOUNT
CASH - GYS	\$ 127,474
CASH - YAP	15,407
ACCOUNTS RECEIVABLE	550
TOTAL ASSETS	<u>\$ 143,430</u>
LIABILITIES AND FUND BALANCE	
Payroll Protection Loan	\$ 13,930
Other liabilities	4,250
FUND BALANCE	125,250
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 143,430</u>

See Accountant's Compilation Report

GLENCOE YOUTH SERVICES
STATEMENT OF SUPPORT AND REVENUE,
FUNCTIONAL EXPENSES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2021

SUPPORT AND REVENUE:	TEEN CENTER	YAP	TOTAL GYS
Support:			
New Trier Township	38,001	9,999	\$ 48,000
Other support organizations	19,500	1,775	21,275
Individual and corporate contributions	12,719	1,000	13,719
Total Support	70,220	12,774	82,994
Revenue:			
Fundraising events	15,215	-	15,215
Total support and revenue	85,435	12,774	\$ 98,209
 FUNCTIONAL EXPENSES:			
Salaries	37,692	3,218	40,910
Payroll taxes	2,915	307	3,222
Rent and utilities	4,049	774	4,823
Marketing	3,109	55	3,164
Program costs	8,110	2,912	11,022
Mailing expenses	2,732	318	3,050
Insurance	1,709	427	2,136
Office supplies	901	335	1,236
Accounting	2,449	746	3,195
Miscellaneous	1,542	90	1,632
Total functional expenses	65,208	9,182	74,390
 SURPLUS (DEFICIT)	20,227	3,592	23,819
 FUND BALANCE - Beginning of year			101,431
 FUND BALANCE - End of year			\$ 125,250

See Accountant's Compilation Report

Glencoe Park District Funding Request

Glencoe Junior High Project

December 2022

Contact: Cathy O'Toole and Lisa Bell, Executive Board Members

Address: 620 Greenwood Ave., Glencoe, IL 60022

Email: carotoole08@yahoo.com, lisabell12@gmail.com

Phone: (773) 615-6117 (847) 828-8022

AMOUNT REQUESTED: \$10,000

Mission

The Glencoe Junior High Project's mission is to provide opportunities for Glencoe middle school students to engage with the community for the purpose of fostering socially aware, civic-minded and community-oriented individuals.

Scope of work

GJHP fulfills its mission of serving Glencoe students in grades 5-8 by providing activities and events in four distinct areas: Civic Engagement, Performing Arts, Social Engagement and Inclusion, and Environmental Education, as well as operating the drop in Oasis Youth Center after school.

Civic Engagement: The GJHP Civic Engagement Program offers Glencoe middle school students opportunities to volunteer in Glencoe, New Trier Township, as well as the Greater Chicagoland area, for the purpose of fostering socially aware, civic-minded and community-oriented individuals. Targeting the three social issues of food insecurity, socioeconomic disparity, and generational division, GJHP's Civic Engagement programming offers Glencoe middle school students the opportunity to work in a volunteer capacity with individuals of varying ages, abilities, backgrounds and socioeconomic privilege, to build social awareness, empowerment and leadership. Organizations and programs include Over the Rainbow, SNAP dinners, NT Township food pantry, Hilda's place, Cradles to Crayons, Deborah's Place, Chicago Chavez Multicultural School, Project Linus, Project Senior Care, C.A.R.E, Mothers Trust Foundation. In working with these organizations, opportunities arise to partner with District 35, Glencoe PTO, and the Glencoe Park District.

Performing Arts: The GJHP Fine Arts Education program coordinates several theatrical productions each year for the purpose of building community through the fine arts. The GJHP no-cut theatrical productions are performed for the local school and village community, but also extend to additional schools, organizations, and neighboring communities. Programming includes: GJHP 2021-2022 Play; Footloose(6th-8th), and the 8th Grade Theater Workshop, which allows any 8th grade student to be involved in ALL aspects of producing, and star in a 60 minute musical, culminating in a performance for the community. We held our first informational meeting about this year's production, Legally Blonde, in November. The 8th Grade Project, You're a Good Man Charlie Brown, was performed by the cast of 8th graders on November 3rd. New to the program in the 2021-2022 school year, in collaboration with New

Trier High School, the students who performed in Footloose were invited to attend the performance of Momma Mia. Immediately following the performance, the students were invited to sit with the cast and crew for a Q&A session. In another new program in partnership with New Trier High School, the high school production team came to a GJHP play practice to watch and give supportive suggestions to the Cast and Crew of the spring performance. GJHP is also exploring opportunities to partner with The Writers Theater in the coming year.

Social Engagement and Inclusion: GJHP plans and sponsors a variety of all inclusive social events for Glencoe middle school students to build cohesiveness, engagement, inclusion, and positive interactions within the greater Glencoe middle school community. Many of these social engagement events are coordinated in partnership with community organizations including Glencoe's Central School and Glencoe Park District. GJHP partners with Glencoe's Central School to coordinate the Back to School BBQ, Halloween Hoopla and 6th Grade Social, and Glencoe's Park District for Teen Skate Nights and the Beach Bash.

Environmental Education: GJHP added new events in the 2021-2022 school year to help students understand the importance of caring for the environment within our community. GJHP partnered with the Glencoe Community Garden for a community wide Pumpkin Smash, to help keep pumpkins from creating methane gasses within our landfills. We also worked in conjunction with BackYard Nature Center to assist with cutting invasive Buckthorn around the Skokie Lagoons while teaching the students the importance of eliminating invasive plants to encourage native plant growth. Students could also participate in a three part Native Garden Workshop Series with Master Gardener Bonnie Burnett, where they learned about native plants, designed their own pollinator gardens, and then collaborated to create and plant a pollinator garden with over 100 native plants.

The Oasis Youth Center: Located in Glencoe's Central School for more than 49 years, the Oasis Youth Center serves as a staffed, recreational space for students, grades 5-8, to access during their lunch-recess period. The Oasis Youth Center provides an opportunity for Central School students to play games, participate in civic engagement activities, and relax and socialize in an inclusive, supervised environment. The Oasis Youth Center offers both informally and formally scheduled programming during the school year. NOTE: Staffing of the Oasis Youth Center during school hours is 100% funded by District 35.

Goals

With a history of almost 50 years, GJHP has adapted to meet the changing needs of the students that we serve. During the pandemic GJHP was forced to revisit our programming to pivot away from face-to-face interactions. Now with the lifting of Covid restrictions, we are able to resume more activities and work to grow our offerings. We have expanded our Book Buddies program over the previous year, and will run sessions in the fall, winter, and spring. We are striving to further grow our participation in civic engagement programming through partnering with District 35, Glencoe PTO, and other community groups. Our goal is not only to engage every Central School student grade 5-8 in civic engagement, but also to foster a sense of community within the organization through our weekly activities to build confidence and friendships.

How Funds Were Used This Past Year

We are so grateful for the funds we received from the Glencoe Park District last year. These funds were applied towards employing one part time after school program director, who is at the Oasis on Wednesdays from 3:30-5. Our organization's program director is a critical component of our programming, as they actively work to implement the civic engagement and social activities/events we offer to students after school, as well as supervise and lead events in the Oasis. We also employed one Book Buddies director who is a Literacy Specialist with D35. We also will use the funds towards our annual play, which includes the stipend of our director, costume and design staff, and the music component of the play.

We were offered in-kind donations last year when our prior funding amount was reduced, but we did continue to pay the resident rate for ice rink and skate rentals, and no other donations were offered. If our funding is again less than we respectfully requested, we would appreciate the use of park district space at a greater discount to help ease our rental expenses when hosting our social/community events. We would also appreciate more direction regarding "in-kind donations" available.

How Funds Will Be Used if Approved

We respectfully continue to request funding to maintain the stipends for our employees stated above. Without their talents and abilities to provide our organization the skills necessary to run our wide range of programming, the GJHP could never fulfill our vision to provide all Glencoe middle school students, and the Little Buddies participating in our Book Buddies program, the opportunities to connect with their peers, their community and their world.

The following is a list of the Glencoe Junior High programming across the areas of Civic Engagement, Social and Community Events and the Performing Arts:



Program and Event Calendar
2022 - 2023 School Year

Social/Community Events	Target Grade	Date	Time	Location
Backyard BBQ	5th - 8th	Friday September 9, 2022	5:00 - 7:00 PM	Central School
Halloween Hoopla	5th - 8th	Friday October 28, 2022	7:00 - 9:00 PM	Central School
Skate Night	5th - 8th	Friday December 9, 2022	7:00 - 9:00 PM	Watts Ice Rink
Skate Night II	5th - 8th	Friday January 20, 2023	7:00 - 9:00 PM	Watts Ice Rink
Valentines Day Dance	5th - 8th	Friday February 10, 2023	7:00 - 9:00 PM	Central School
6th Grade Social	6th	Friday March 3, 2023	7:00 - 9:00 PM	Central School
Beach Bash	5th - 8th	Friday June 9, 2023	3:30 -5:00 PM	Glencoe Beach

*For detailed descriptions of each event, please visit www.gjhp.org

Performing Arts Events Target Grade	Date	Time	Location
8th Grade Project Rehearsals	September 12th - October 27th	Mon/Wed/Thurs 3:30-5:30pm	Central: Misner
Final/Tech/Dress Rehearsals	October 31-November 2nd	Mon/Wed/Thurs 3:30-6pm	
8th Grade Project Performance	November 3, 2022	7pm	Central: Misner
Annual Musical: Legally Blönd - Casting Schedule			
	Dates	Time	Location
Workshop for Auditions	December 7, 2023	3:30-5:30pm	Central: Misner
Auditions and Call Backs	December 12 - 15, 2022	3:30-5:30pm	Central: Misner
Parent Information night	January 11, 2023	7-8pm	Central: Misner
Cast Rehearsals	January 11-April 13, 2023	Mon/Wed/Thurs 3:30-5:30pm	Central: Misner
Final/Tech/Dress Rehearsals	April 15-26, 2023	Mon/Wed/Thurs 3:30-5:30pm	Central: Misner
Performances	April 27-30, 2023	Thursday, Friday, Saturday/Sund	Central: Misner
Annual Musical: Legally Blönd - Crew Schedule			
	Dates	Time	Location
Crew Rehearsals	March 13-April 5, 2023	Mon/Wed/Thurs 3:30-5:30pm	Central: Misner
Crew Rehearsals	April 10-April 19, 2023	Mon/Wed/Thurs 3:30-6:00pm	Central: Misner
Crew Tech/Dress Rehearsals	April 22-26, 2023	Mon/Wed/Thurs 3:30-6:00pm	Central: Misner
Performance	April 27-30, 2023	Thursday, Friday, Saturday/Sund	Central: Misner
NTHS Workshop	January 19, 2023	3:30pm-5pm	Central: Misner
NTHS Performance	March 10, 2023	7pm	NTHS
Writers Theater Workshop and Performance	February 26, 2023	11am - 3pm	Writers Theater

After School Events	Target Grade	Date	Time	Location
Different activity weekly	5th-8th	Wednesdays	3:30-5	Central: Oasis

Civic Engagement Events	Date	Location
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Thanksgiving Pie Fundraiser	November	Grand Foods
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Cradles to Crayons Coat Drive	November/December	Central
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Secret Snowman Gift Collection	December	Central
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Book Buddies for K-2, 5-8	3 sessions	Glencoe Public Library
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**Glencoe Junior High Project
2022-23 Detailed Budget**

Account	GJHP Budget	
	Income	Expense
Contributions, Grants & Fundraising		
Business Donations (ind. Community)	\$2,000.00	
Individual/Family Donations	\$3,500.00	\$150.00
Patron Letter		\$0.00
Total Contributions		\$0.00
Village of Glencoe	\$15,000.00	
Glencoe Park District	\$5,000.00	
New Trier Township (NTT funding will decrease to \$0.00 in 2023)	\$10,000.00	
Other Fundraising Income		
Pie Fundraiser	\$1,474.00	\$1,172.00
Total Contributions, Grants & Fundraising	\$36,974.00	\$1,322.00

Play/Annual Musical Participation Fees

Cast Fees	\$27,000.00	\$700.00
Crew Fees	\$3,000.00	\$150.00
Scholarships		\$1,800.00
Playbook Business Ads	\$15,000.00	\$425.00
Playbook Tribute Ads	\$5,000.00	\$142.00
Play Book Design and Print		\$7,500.00
Tickets	\$17,000.00	\$800.00
Concessions/Refreshments	\$2,400.00	\$1,400.00
Snack Attack	\$3,000.00	\$1,500.00
Play Professional Staff Fees (Director, Musicians, Set, Assistants)		\$27,000.00
Set, Props, and Costumes		\$5,000.00
Lights and Sound		\$14,000.00
Discretionary Tips		\$2,000.00
Licensing and Scripts		\$4,000.00
Marketing		\$500.00
Miscellaneous (t-shirts, cast/crew dinners, copies, other)		\$2,500.00
Total Annual Musical / Play	\$72,400.00	\$69,417.00

Other Performing Arts

	Income	Expenses
8th Grade Project Cast Fees	\$1,650.00	\$100.00
8th Grade Play Income Other	\$750.00	\$30.00
8th Grade Project Producer Fees		\$2,000.00
Licensing / Script		\$500.00
Other 8th Grade Project Expenses		\$500.00
Total Other Performing Arts	\$2,400.00	\$3,130.00

**Glencoe Junior High Project
2022-23 Detailed Budget**

Civic Engagement	Income	Expense
Book Buddies	\$1,350.00	\$120.00
Civic Engagement Expenses		\$3,000.00
Oasis Expenses		\$750.00
Total Civic & Oasis Expense	\$1,350.00	\$3,870.00
Social and Community Events		
Valentines Day Party Income	\$3,000.00	\$3,000.00
6th Grade Dance Income	\$2,000.00	\$2,000.00
Back to School BBQ Income	\$2,600.00	\$2,000.00
Beach Bash	\$3,000.00	\$3,000.00
Halloween Hoopla Income	\$3,000.00	\$3,000.00
Teen Skate Night December Income	\$3,000.00	\$2,000.00
Skate Night January Income	\$2,500.00	\$2,000.00
Total Social	\$19,100.00	\$17,000.00
Operating Other General and Administration	Income	Expense
Change in Market Value of Investments	\$1,000.00	
Interst income	\$2,250.00	
Staff Wages - Marketing and Communications		\$11,500.00
Staff Wages - Civic Engagement and Oasis		\$7,000.00
Staff Wages - Book Buddies		\$1,900.00
Technology Infrastructure		\$750.00
Office/Business Expenses		\$800.00
Supplies		\$200.00
Postage and Printing		\$200.00
Marketing/Community Outreach		\$600.00
Insurance - Liability, D and O, Workers Comp		\$12,000.00
Techology and Website		\$1,200.00
Facilities and Janitorial Fees		\$3,000.00
PayPal Fees		\$1,700.00
Payroll Service		\$1,000.00
Square Fees		\$50.00
Teachers Reception		\$900.00
Depreciation Expense		\$496.00
In Kind Revenue - Auditorium	\$32,000.00	
In Kind Expense - Auditorium		\$32,000.00
In Kind Revenue - Oasis	\$41,800.00	
In Kind Expense Oasis		\$41,800.00
Total Operating - General and Administration	\$77,050.00	\$117,096.00
Full Budget	\$209,274.00	\$211,835.00

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED
JUNE 30, 2018

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

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INDEPENDENT AUDITORS' REPORT

December 7, 2018

Members of the Board of Directors
Glencoe Junior High Project
Glencoe, Illinois

We have audited the accompanying financial statements of the Glencoe Junior High Project, Illinois, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Glencoe Junior High Project's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Glencoe Junior High Project's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Glencoe Junior High Project's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Glencoe Junior High Project, Illinois, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Glencoe Junior High Project, Illinois
December 7, 2018
Page 2

Other Matters

We did not audit the financial Statements of the Glencoe Junior High Project as of and for the year ended June 30, 2017. Those Statements were audited by another auditor who issued an unmodified opinion on January 30, 2018.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Glencoe Junior High Project, Illinois' basic financial statements.

A handwritten signature in blue ink that reads "Lauterbach + Amen LLP". The signature is written in a cursive, flowing style.

LAUTERBACH & AMEN, LLP

FINANCIAL STATEMENTS

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Statement of Financial Position June 30, 2018 and June 30, 2017

	2018	2017
\$ 80,750	82,319	
146,051	143,741	
20,833	20,833	
7,014	-	
1,870	1,534	
256,518	248,427	
1,820	1,820	
(710)	(414)	
1,110	1,406	
257,628	249,833	

The notes to the financial statements are an integral part of this statement.

405	536
257,223	249,297
<hr/>	<hr/>
257,628	249,833
<hr/>	<hr/>

ASSETS

Current Assets

- Cash and Cash Equivalents
- Investments
- Unconditional Promises to Give
- Receivables - Net of Allowances Accounts
- Prepays
- Total Current Assets

Noncurrent Assets

- Capital Assets
- Depreciable
- Accumulated Depreciation Total Noncurrent Assets

Total Assets

LIABILITIES

Accounts Payable

NET ASSETS

Without Donor Restrictions

Total Liabilities and Net Assets

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Statement of Activities

For the Fiscal Year Ended June 30, 2018

(with Comparative Actuals for the Fiscal Year Ended June 30, 2017)

2018

Without Donor Restrictions	With Donor Restrictions	Totals
\$		
16,005	-	16,005
40,001	-	40,001
26,026	-	26,026
29,217	-	29,217
15,621	5,000	20,621
18,071	-	18,071
12,289	-	12,289
6,913	-	6,913
3,078	-	3,078
2,288	-	2,288
1,026	-	1,026
73,778	-	73,778
-	-	-
244,313	5,000	249,313
216,211	5,000	221,211
18,854	-	18,854
1,322	-	1,322

The notes to the financial statements are an integral part of this statement.

236,387	5,000	241,387
7,926	-	7,926
249,297	-	249,297
257,223	-	257,223

Revenues and Other Support Contributions

- Government Grants
- Play Participation Fees
- Playbook Ads and Tributes
- Play Ticket Sales
- Theatre Workshops Revenues
- Social Activities and Civic Program Revenues
- Merchandise Sales
- Other Fundraising Income
- Investment Income
- Miscellaneous
- In Kind Revenue
- Net Assets Released from Restrictions Total Revenues and Other Support

Expenses

- Programs Services
- Supporting Services
 - Management and General
 - Fundraising
- Total Expenses Change in Net Assets

Net Assets - Beginning

Net Assets - Ending

2017		
Without Donor Restrictions	With Donor Restrictions	Totals
20,666	-	20,666

The notes to the financial statements are an integral part of this statement.

40,001	-	40,001
27,268	-	27,268
26,546	-	26,546
20,867	-	20,867
13,375	-	13,375
20,911	-	20,911
4,566	-	4,566
		-
5,466	-	5,466
4,604	-	4,604
		-
9,168	(9,168)	-
<u>193,438</u>	<u>(9,168)</u>	<u>184,270</u>

159,260	-	159,260
17,383	-	17,383
906	-	906
<u>177,549</u>	<u>-</u>	<u>177,549</u>

15,889	(9,168)	6,721
<u>233,408</u>	<u>9,168</u>	<u>242,576</u>
<u>249,297</u>	<u>-</u>	<u>249,297</u>

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

**Statement of Cash Flows
For the Fiscal Year Ended June 30, 2018
(with Comparative Actuals for the Fiscal Year Ended June 30, 2017)**

2018

2017

The notes to the financial statements are an integral part of this statement.

		<u>(1,48</u>
\$	=	<u>0)</u>
		(5,38
	(2,310)	<u>3)</u>

	7,926	6,721
	296	74
	(7,350)	(219)
	(131)	(2,22
		1)
	<u>741</u>	<u>4,355</u>

		(2,50
	(1,569)	8)
	<u>82,319</u>	<u>84,827</u>

	<u>80,750</u>	<u>82,319</u>
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Cash Flows from Capital and Related
Financing Activities
Purchase of Capital Assets

Cash Flows from Investing Activities
Purchase of Investments

Cash Flows from Operating Activities

Change in Net Assets

Adjustments to Reconcile Change in Net Assets to Net Cash Provided by (Used in) Operating
Activities:

Depreciation Expense

(Increase) Decrease in Assets

Increase (Decrease) in Liabilities

The notes to the financial statements are an integral part of this statement.

Net Change in Cash and Cash Equivalents

Cash and Cash Equivalents - Beginning

Cash and Cash Equivalents - Ending

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

**Statement of Functional Expenses
For the Fiscal Year Ended June 30, 2018**

	Program Services	Management and General	Fundraising	Totals
Compensation	\$ 55,586	-	-	55,586
Employee Benefits	5,244	-	-	5,244
Payroll Taxes	4,247	-	-	4,247
Play Expenses	22,012	-	-	22,012
Theatre Workshops Expenses	14,733	-	-	14,733
Social Activities and Civic Program Expenses	9,809	-	-	9,809
Professional Fees and Contract Services	28,955	5,198	-	34,153
Supplies/Oasis Expenses	3,249	-	-	3,249
Special Projects Expenses	1,099	-	-	1,099
Postage and Printing	61	-	-	61
Marketing and Community Outreach	1,642	-	-	1,642
Insurance	-	11,018	-	11,018
Technology and Website	-	1,016	-	1,016
Facilities Fees	500	-	-	500
Contributed Facilities - In Kind	73,778	-	-	73,778
Fundraising Expenses	-	-	1,322	1,322
Bank and Credit Card Fees	-	2,009	-	2,009
Miscellaneous	-	(387)	-	(387)
Depreciation	296	-	-	296
Total Functional Expenses	221,211	18,854	1,322	241,387

The notes to the financial statements are an integral part of this statement.

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Statement of Functional Expenses For the Fiscal Year Ended June 30, 2017

	Program Services	Management and General	Fundraising	Totals
Compensation	\$ 60,979	-	-	60,979
Employee Benefits	5,178	-	-	5,178
Payroll Taxes	3,403	-	-	3,403
Play Expenses	21,880	-	-	21,880
Theatre Workshops Expenses	11,557	-	-	11,557
Social Activities and Civic Program Expenses	17,630	-	-	17,630
Professional Fees and Contract Services	28,547	3,801	-	32,348
Supplies	782	-	-	782
Special Projects Expenses	1,261	-	-	1,261
Postage and Printing	375	-	-	375
Marketing and Community Outreach	4,058	-	-	4,058
Insurance	-	11,565	-	11,565
Technology and Website	-	169	-	169
Facilities Fees	536	-	-	536
Contributed Facilities	3,000	-	-	3,000
Fundraising Expenses	-	-	906	906
Bank and Credit Card Fees	-	1,774	-	1,774
Miscellaneous	-	74	-	74
Depreciation	74	-	-	74
Total Functional Expenses	159,260	17,383	906	177,549

The notes to the financial statements are an integral part of this statement.

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Notes to the Financial Statements

June 30, 2018

NOTE 1 NATURE OF ORGANIZATION

The Glencoe Junior High Project (GJHP) is a 501(c)(3) Illinois non-profit organization that provides opportunities for Glencoe, Illinois middle school students to engage with the community for the purpose of fostering so socially aware, civic-minded and community-oriented individuals. GJHP offers various programs and activities, including the Oasis Youth Center which serves as a meeting place for students, grades 5th-8th, to drop in during their lunch-recess period. In addition, GJHP's Civic Engagement Program offers Glencoe middle school students the opportunity to engage with local community members and their organizations for the purposes of building social awareness and civic mindedness. Glencoe Junior High Project plans and sponsors a variety of social events for Glencoe middle school students and their families including dances, parties and events to promote community and civic engagement. Also, GJHP's Performing Arts Program supports several theatrical productions a year for the purposes of building community through the arts.

The Glencoe Junior High Project is run by a volunteer board and two full-time Youth Directors. GJHP's programs and staff are funded by community donations, government grants, program fees and net revenues generated by the theatrical productions.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting in which revenue is recognized when earned and expenses are recognized when incurred.

Net Assets

Net assets of the GJHP and changes therein are classified and reported as follows:

Net assets without donor restrictions – Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the GJHP's management and the board of directors.

Net assets with donor restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Notes to the Financial Statements

June 30, 2018

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restrictions will be met by actions of the GJHP or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the Statement of Activities.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Cash and Investments

For the purpose of the Statement of Financial Position and Statement of Cash Flows, the GJHP's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of purchase.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the GJHP categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The GJHP has no investments at year-end.

Investment Income

The GJHP records investment income earned on net assets without donor restrictions revenue.

Promises to Give

Promises to give consist of unconditional promised to give to the GJHP. The carrying amount of promises to give may be recorded by a valuation allowance based on management's assessment of the collectability of specific promise to give balances.

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Notes to the Financial Statements

June 30, 2018

–

Income Taxes

The GJHP is exempt from income tax under IRC section 501(c)(3), and similarly, is exempt from State of Illinois taxes under the Illinois Tax Act Section 205(a), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the Code. The GJHP has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it has nexus; and to identify and evaluate other matters that may be considered tax positions. The GJHP has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements. There was no unrelated business income for the year ended December 31, 2017.

The GJHP's Forms 990, *Return of Organization Exempt from Income Tax*, are subject to examination by the IRS, generally, for three years after they were filed. Annual filings with the State of Illinois are, similarly, subject to examination.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results could differ from those estimates.

Functional Allocation of Expenses

The costs of providing the various programs and supporting services have been summarized on a functional basis in the schedules of functional expenses. Functional expenses which are not directly attributable to one function are allocated between program, management and general, and fundraising services based on the number of employees involved, the amount of time spent, the percentage of their salary associated with the time and on estimated made by the GJHP's management.

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Notes to the Financial Statements June 30, 2018

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NOTE 3 – CASH AND INVESTMENTS

At year-end the carrying amount of the GJHP's cash deposits totaled \$80,750 and the bank balances totaled \$80,948. The entire balance of deposits was fully insured by federal deposit insurance.

In addition to the above, the GJHP had \$146,051 and \$143,741 invested in mutual funds as of June 30, 2018 and June 30, 2017, respectively. The fair value of these assets is based on quoted market prices in active markets for identical assets.

NOTE 4 – AVAILABILITY AND LIQUIDITY

The following represents GJHP's financial assets at June 30, 2018:

Financial Assets at Year End:

Cash and Investments	\$ 226,801
Unconditional Promises to Give	20,833
Accounts Receivables	7,014
	<hr/>
Total Financial Assets	254,648

Less Amounts not Available to be used within one year:

Net Assets with Donor Restrictions	-
	<hr/>

Financial Assets Available to Meet General Expenditures

over the Next Twelve Months	<hr/> <hr/>
	254,648

The GJHP's goal is generally to maintain financial assets to meet 90 days of operating expenses. As part of its liquidity plan, excess cash is invested in short-term investments, including money market accounts.

GLENCOE JUNIOR HIGH PROJECT, ILLINOIS

Notes to the Financial Statements June 30, 2018

NOTE 5 – CAPITAL ASSETS

Capital assets purchased or acquired with an original cost of \$500, or more are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Contributed assets with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Property and equipment are depreciated using the straight-line method over the useful lives, with a five-year life for equipment. Depreciation expense for the fiscal years ended June 30, 2018 and 2017 was \$296 and \$74, respectively.

NOTE 6 – NET ASSETS

Without Donor Restrictions

Net Assets without donor restrictions as of June 30, 2018 was comprised of the following:

Undesignated	<u>\$ 257,223</u>
--------------	-------------------

NOTE 7 – IN-KIND DONATIONS

Donated Facilities – The GJHP was allowed to use facilities at no charge to the GJHP during the year ended June 30, 2018. Accordingly, contributions have been recorded for the fair value of the facilities of the Oasis Room of \$41,800 and the auditorium of \$31,978 for the year ending June 30, 2018. These amounts have been included as special events revenue and special events expense on the Statements of Activities. In fiscal year 2017 there were no in-kind donations recorded.

**NEW TRIER TOWNSHIP
ANNUAL FUNDING REQUEST FORM**

2022-2023 TOTAL AGENCY BUDGET FORM

AGENCY NAME:	Glencoe Jr	19/20	20/21	21/22
Indicate year in each column				
		PRIOR	PRESENT	PROPOSED
		YEAR	YEAR	YEAR
AGENCY REVENUES				
New Trier Township		20,001	20,000	20,000
Federal Government		-	-	-
State Government		-	-	-
Local Government/Townships		20,000	10,000	20,000
Client Fees		-	-	-
Grants: Foundations, Corporate, Religious		-	-	-
Individual Contributions		9,309	7,828	8,000
Special Events		460	15,149	1,000
United Way		-	-	-
Sales		82,793	1,781	66,235
Other Revenues		12,640	11,356	11,998
TOTAL REVENUES		145,203	66,114	127,233
AGENCY EXPENDITURES				
Program Staff Salaries, Benefits, Taxes		63,329	22,240	56,000
Administrative Staff Salaries, Benefits, Taxes		-	-	-
Fundraising Staff Salaries, Benefits, Taxes		-	-	-
Professional Fees/Contractual Services		41,063	17,006	46,957
General Operating Expenses		16,590	17,179	16,885
Occupancy and Utilities		425	76	400
Specific Assistance to Individuals		-	-	-
Major and Minor Equipment		496	496	1,000
Major Capital Expenses		-	-	-
Other Fundraising Expenses		20,481	2,233	2,000
Other/Miscellaneous		957	550	754
TOTAL EXPENDITURES		143,341	59,780	123,995
SURPLUS (DEFICIT)		1,862	6,334	3,238
NET GAIN/LOSS FROM OTHER FUNDS		-	-	-
SURPLUS (DEFICIT)		1,862	6,334	3,238
TOTAL FUNDRAISING/ADMIN COSTS		-	-	-



INTRODUCING GJHP

Welcome to Central School! The Glencoe Junior High Project (GJHP) is a parent-led, non-profit organization that has sought to engage Glencoe middle school students into the community since 1973. In order to carry out our mission of fostering socially aware, civic-minded and community-oriented individuals, we offer Glencoe 5th-8th grade students' opportunities to volunteer in the community, attend social activities and events, perform on stage, as well as access to "The Oasis," a youth drop-in center located in Central School. Find out more about our programs at gjhp.org.

2022-23 HIGHLIGHTS

GJHP is pleased to offer the following events for Glencoe middle school students!



Back to School BBQ

Kick off the school year with games, music, and a BBQ dinner, while meeting new (and old) friends.



Book Buddies

Serve as a big buddy for younger students (K-2nd) to read together, build confidence & meet new friends.



Halloween Hoopla

Celebrate Halloween at this themed party featuring a DJ, photo booth, costume contest, snacks and fun!



The Eighth Grade Project

8th graders produce and star in a 60-minute musical, culminating in a performance for the community.



Secret Snowman Gift Drive

Grant the wishes of students from Chicago's Chavez School by participating in this holiday gift drive.



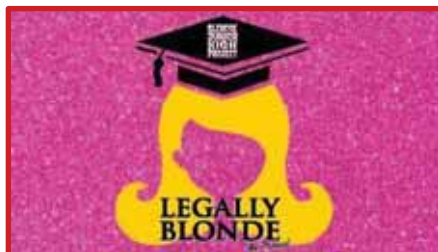
Skate Nights

Join friends for fun-filled evenings of ice skating, s'mores, games, music and more at Watts Ice Rink.



6th Grade Social

Exclusive to 6th graders, this spring party features a professional DJ, entertainment, dancing, games, food and fun with friends.



Annual Musical: Legally Blonde

In its 45th year, this is one of the largest shows in the area, featuring 6th-8th graders, professional creative team, cool costumes, live band & huge set!



Beach Bash

Celebrate the end of the school year at the Glencoe Beach, with games, contests, sand volleyball, a BBQ, music and much more!

AFTER SCHOOL OASIS

Join GJHP for weekly activities throughout the year including civic engagement programs, ping pong tournaments, baking days, arts & crafts projects, and more!

Some of our amazing programs include:



GJHP Garden Club

In partnership with the Organic Gardener, prepare soil, plant, and harvest in the Central School Garden.



Baking & Cooking Events

Work your culinary magic during a variety of cooking and baking events in the Oasis kitchen!



Combatting Food Insecurity

Pack lunches, help with drives and perform service at food pantries & events with partner organizations.



S.N.A.P. Dinners

Prepare a meal for the Special Needs Adult Program at Glencoe Youth Services, then serve the meal and enjoy games & fun with friends!



Conservation & Nature Programs

Support Glencoe's sustainability taskforce, the community garden and Backyard Nature Center with various projects at Skokie Lagoons and more!



Animal Rescue Efforts

Cuddle with animals awaiting their fur-ever homes, bake pet treats and hold donation drives for local animal rescue organizations like CARE.

MEET OUR TEAM

The GJHP Board is comprised of the following Glencoe District 35 parents:

GJHP Executive Committee

Lisa Bell
Dana Rosenthal Brookstein
Nancy Fadel
Cathy O'Toole
Shelley Pantelic
Barrie Scher

GJHP General Board

Jaqueline Avitia
Michelle Ernst
Erica Freeman
Jackie Goldin
Natalie Holtzman
Jessica Hoenes
Jen Kaplan
Liz Kunreuther
Melissa Lederer
Barbara Lincoln
Beth Quist
Sheri Styles

If you are interested in volunteering or joining the team, email contact@gjhp.org.

**To learn more about GJHP,
view a calendar of events,
or to make a donation,
please visit www.gjhp.org.**





FALL 2022 NEWSLETTER

Welcome back Glencoe middle school students! The GJHP is thrilled to offer amazing activities this school year, including the return of popular programs like **Halloween Hoopla**, **Skate Night**, **Book Buddies**, the **GJHP Musical**, and more! Read on for exciting happenings this Fall, visit gjhp.org, and follow us on **Instagram** & **Facebook** for up-to-date news! Email contact@gjhp.org with questions about our programs!

FALL INTO FUN!



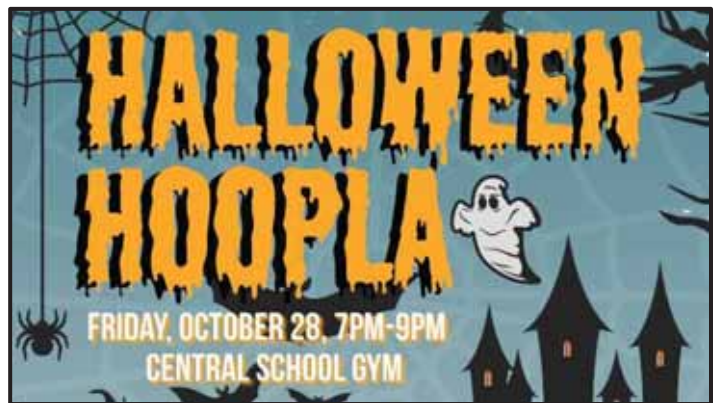
BACK TO SCHOOL BBQ

Friday, September 9, 4:30-6:30, Central School Field
\$20 in advance | \$25 at the door

Open to 5th-8th Graders & their Families

Get tickets at gjhp.org/bbq

Kick off the year in style at GJHP's Back to School BBQ! Join your friends for a spectacular celebration with games, food and fun! Catering provided by Josh's with favorites like burgers, grilled cheese, chicken sandwiches, and their famous hot dogs.



HALLOWEEN HOOPLA

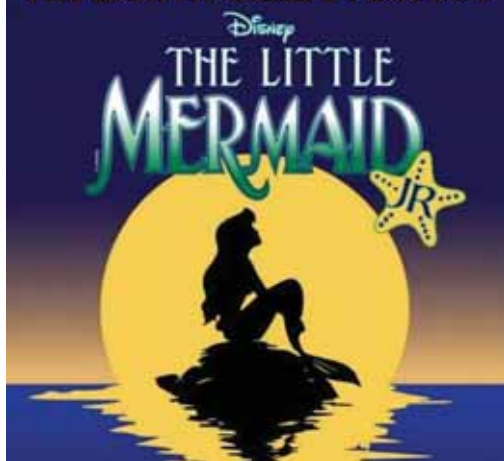
Friday, October 28, 7pm-9pm, Central School Gym
\$20 in advance | \$25 at the door

Open to 5th-8th Graders Only!

Get tickets at gjhp.org/hoopla

GJHP is thrilled to bring back the Halloween Hoopla, a Halloween-themed social event for all 5th-8th graders. The event features DJ Famous, games, food, dancing, friends and fun! Costumes encouraged! Get your tickets now at gjhp.org/hoopla.

THE EIGHTH GRADE PROJECT



THE EIGHTH GRADE PROJECT

MAKE A MUSICAL: THE LITTLE MERMAID JR.

INFORMATIONAL ZOOM: August 31, 2022 at 6pm

DATES: September 12 – November 4, 2022

REHEARSALS: Mon, Wed & Thurs, 3:30-5:30pm

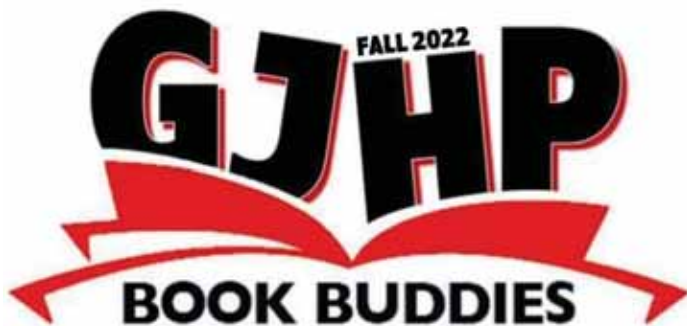
PERFORMANCE: Thursday, November 3 at 7pm

PARTICIPATION FEE: \$375 (Scholarships Available)

Open to 8th Graders Only! Register at gjhp.org

Create your very own production of *The Little Mermaid Jr.* This unique program provides an opportunity for 8th graders to be involved in all aspects of producing a 60-minute musical, culminating in a performance for the community. Conflicts are allowed. You aren't required to attend all rehearsals. Cast and crew welcome!

WEEKLY HAPPENINGS



FALL 2022 BOOK BUDDIES

October 11 – December 13, 2022

Tuesdays, 4pm-4:50pm at the Glencoe Library

\$20 | Register at gjhp.org/book-buddies

Big Buddy Training: October 4 at 3:30 in the Oasis

Be a buddy! GJHP's Book Buddies pairs Big Buddies (5th-8th) with Little Buddies (K-2nd) to read together at the Glencoe Library.



AFTER SCHOOL OASIS

Starting October 12, 2022

Wednesdays, 3:30pm-5pm in the Oasis

FREE | 5th – 8th Graders Only! | gjhp.org/oasis

Join us for fun every Wednesday in the Oasis! From cooking to crafts, food drives to field trips, each week is something new! A calendar will be posted in the Oasis, so stay tuned for details!

NOTABLE IN NOVEMBER



THANKSGIVING PIE FUNDRAISER

Order Deadline: October 30 | Pick-Up: November 17

Order pies for yourself OR to donate to those in need!

Items \$22 each | Net proceeds benefit GJHP!

View the full menu and order at gjhp.org/pies

Enjoy or donate delicious pies for Thanksgiving, featuring The Elegant Farmer's famous pies in a bag! Choose from 5 types of pies, plus cherry crisp and fruit breads. GJHP will deliver all donated pies to our partner social service organizations to be distributed to local and Chicago families in time for the holiday.



SECRET SNOWMAN GIFT DRIVE

Sign-Up in November | Gift Deadline in Early December

Find out more at gjhp.org/snowman

This holiday season help GJHP, the PTO and District 35 support families in need. This Fall, students from Chicago's Chavez Elementary will be writing letters to a "Secret Snowman" introducing themselves and listing special wish items (valued~\$25). Please consider granting their wishes! Gifts must be dropped off to Central in early December. Stay tuned for details!



GJHP MUSICAL: LEGALLY BLONDE

Informational Meeting in November 2022

Workshop & Auditions: December 2022

Rehearsals: January – April 2023 (Mon/Wed/Thurs)

4 Performances: April 27-30, 2023

6th – 8th Graders Only | gjhp.org/legally-blonde

Don't judge a book by its cover when GJHP presents the fun, fabulous, and empowering smash hit musical *Legally Blonde*, directed by Samara Harand. This no-cut production is open to all Glencoe 6th-8th graders and appropriate for audiences of all ages.

VI. Other Business

Glencoe Park District
February 2023 Committee of the Whole Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Kyle Kuhs, Director of Parks and Planning
SUBJECT: Electricity Fixed Rate Contract
DATE: February 2, 2023

Other Business

At the July 19, 2022 meeting, the Board approved and authorized staff to enter into a 10-month fixed rate electricity contract with Northern Illinois Municipal Electricity Cooperative (NIMEC). NIMEC's rates were the lowest of the three brokers that supplied proposals. At that time, staff informed the Board that the 10-month contract was recommended due to the rates being the lowest of the three proposals while also lining the District up for a contract renewal during NIMEC's annual group bid in March of 2023. This group bid allows NIMEC to capture lower utility rates for their members by leveraging the buying power of their 175+ municipalities, park districts, and non-profits.

While we won't know exact rates until the day of the group bid, NIMEC is forecasting rates somewhere in the \$0.07/KWH range, while our current fixed rate is \$0.10/KWH.

At the February Board meeting, staff will recommend authorization for entering into a one-year contract with NIMEC for fixed rate electricity costs.

In addition to making the Board aware of this as a February agenda action item, we want the Board to be aware of a "Green Energy Option" offered through NIMEC for future consideration. The Green Energy Option allows the District to purchase 100% of its electricity from renewable resources (e.g.: wind and solar).

We are still gathering information and performing due diligence on this option and are not making a recommendation this month.

However, before we investigate any further, we would like the Board's direction on whether or not this is something staff should move forward with at a rough cost increase estimate of 5.7% or \$6,000 annually based on current rate and usage projections.

At the February Board meeting, we will be asking for the Board to authorize Executive Director Sheppard to sign the contract with NIMEC for fixed rate electricity costs.



Renewable Electricity: How do you know you are using it?

When electricity is generated—either from a renewable or non-renewable power plant—the electrons added to the grid are indistinguishable. So, on what basis can a consumer of electricity claim to be using renewables? In the United States, renewable energy certificates (RECs) are used to track renewable electricity from the point of generation to the consumer. RECs represent the environmental benefits of one megawatt-hour of generation and can be sold separately or together with the underlying electricity. In the United States, RECs were developed as states passed renewable portfolio standards (RPSs) and were requiring fuel mix disclosure labels.¹ RECs are also used in the voluntary market, where customers are buying renewables to meet sustainability goals. The concept of RECs is used most widely in the United States, but international markets also have tradable renewable electricity certificates.²

RECs provide a way for purchasers to demonstrate claims of renewable electricity. Compliance purchasers (those with a mandated renewable obligation) purchase RECs to demonstrate that they have met requirements. Voluntary purchasers need to substantiate their self-imposed renewable targets and their marketing claims (e.g., “This product was made with 100% wind power”). In both compliance and voluntary markets, RECs are the way to show you are using renewable energy.

¹Fuel disclosure labels require electricity suppliers to disclose their fuel mix (% coal, % natural gas, % renewable electricity) to their customers.

²In this document we use the term “REC” to refer to renewable attribute certificates, though these certificates come by different names in different countries.

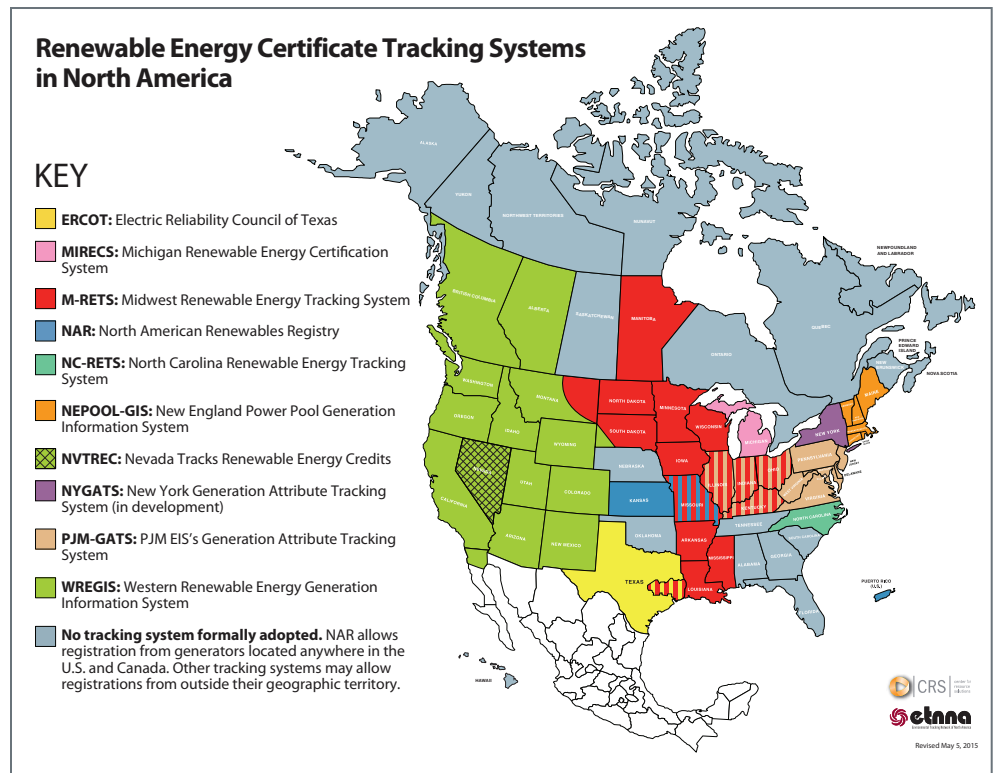


Figure 1. Renewable energy certificate tracking systems in the United States and Canada

How to ensure that RECs are not double-counted

In the United States, ten regional electronic REC tracking systems (Figure 1) facilitate the creation, management, and retirement of RECs. These tracking systems ensure that each REC is counted only once by assigning a unique serial number to each megawatt-hour of renewable electricity generation. In recent years, regional REC tracking systems have begun interacting with each other more, allowing RECs to be imported and exported across REC tracking system boundaries.

Without the use of electronic REC tracking systems, purchasers have to rely solely on contract audits and paper attestations. Electronic tracking systems significantly reduce the administrative requirements to prevent double counting.

Regulator Role: Simplify compliance and create public market information

Regulators have an important role to play in ensuring compliance with renewable mandates and providing public information. Regulators can require that utilities use tracking systems to demonstrate compliance with the state RPSs and mandatory fuel disclosure options, which can greatly simplify the auditing process.

Regulators can also influence the level of public information available. Many tracking systems make automated public reports available that provide aggregate numbers on how many RECs have been created, their location, resource type, and other key statistics. This public information can help renewable project developers figure out which markets to target for new projects.

Generator and Purchaser Role: Evaluate trade-offs to owning or selling RECs and ensure accurate claims

When generating renewable energy on-site or purchasing it through an off-site power purchase agreement, organizations have the option of holding or selling the renewable attributes. The revenue from REC sales is sometimes required to ensure that a project is financially viable, and an organization may value cost savings over being able to make a renewable claim. Regardless of whether the organization keeps or sells the RECs, it should ensure that contracts clearly define the RECs and REC ownership. Organizations selling the RECs cannot claim that they are getting their electricity from renewable energy.³

International Use of RECs

RECs are being utilized around the world and are becoming more prevalent. The United Kingdom (U.K.) has used renewable obligation certificates since 2002 in order to ensure compliance with the U.K. Renewables Obligation. Across the European Union, guarantees of origin are used. Australia has used RECs since 2001. More recently, India set up a REC market to facilitate compliance

³For more on legal claims, see *Guidelines for Renewable Energy Claims*, developed by the Center for Resource Solutions, at http://www.resource-solutions.org/pub_pdfs/Guidelines%20for%20Renewable%20Energy%20Claims.pdf.

with state renewable purchase obligations. Although the India REC market has had challenges, the establishment of two REC exchange platforms has addressed some of the market issues.⁴ In Mexico, as part of the country's electricity market restructuring, the Energy Regulatory Commission will create a market for Clean Energy Certificates (Certificados de Energías Limpias), which will be required to demonstrate compliance with the country's new renewable obligation.

The standard practice for governments is to establish an electronic tracking system in order to verify claims. To do that, governments may choose to contract with someone to build a system, or may choose to use a pre-existing tracking system. The International REC Standard is a pre-built tracking system that can be customized for individual countries, and is used by generators in Spain, Turkey, and Taiwan.⁵

Additional Resources

Center for Resource Solutions. 2015. *Guidelines for Renewable Energy Claims*. San Francisco: Center for Resource Solutions. Accessed June 18, 2015.

http://www.resource-solutions.org/pub_pdfs/Guidelines%20for%20Renewable%20Energy%20Claims.pdf

Hamrin, J. 2014. *REC Definitions and Tracking Mechanisms Used by State RPS Programs*. Prepared for the State-Federal RPS Collaborative. Montpelier, VT: Clean Energy States Alliance. Accessed June 18, 2015.

<http://www.cesa.org/assets/2014-Files/RECs-Attribute-Definitions-Hamrin-June-2014.pdf>

Heeter, J., K. Belyeu, and K. Kuskova-Burns. 2014. *Status and Trends in the U.S. Voluntary Green Power Market (2013 Data)*. NREL/TP-6A20-63052. Golden, CO: National Renewable Energy Laboratory. Accessed June 18, 2015.

<http://www.nrel.gov/docs/fy15osti/63052.pdf>

For additional information, contact Jenny Heeter, jenny.heeter@nrel.gov, +1-303-275-4366.

⁴Shrimaili, G., S. Tirumalachetty, and D. Nelson. 2012. *Falling Short: An Evaluation of the Indian Renewable Certificate Market*. San Francisco: Climate Policy Initiative. Accessed July 1, 2015. <http://climatepolicyinitiative.org/wp-content/uploads/2012/12/Falling-Short-An-Evaluation-of-the-Indian-Renewable-Certificate-Market.pdf>

⁵For more information, see <http://www.internationalrec.org>.

MEMORANDUM

TO: Board of Park Commissioners
FROM: Lisa Sheppard, Executive Director and Kyle Kuhs, Director of Parks and Planning
SUBJECT: Surfacing for Lakefront Park Playground
DATE: February 3, 2023

Staff finalized construction and bid documents with Hitchcock Design Group for the Lakefront Park playground and tennis court renovation project. We are awaiting the bid release and subsequent bid results to bring before the Board in March for their consideration. There are several items with long lead times that staff has the option of purchasing now in order to stay on track with the targeted project completion date of July 1, 2023.

The playground surface, mounds, and associated material costs from Foreverlawn exceeds the Executive Director's approval threshold of \$30,000 and would require Board approval. The cost of these items is \$133,139.30 and is available to purchase through Sourcewell; eliminating the need for a public bid.

In addition to the playground surfacing, several play structures (i.e. swings/slides and "euroflex balls") also have lead times that could warrant the advance order. These items are below the \$30,000 threshold at a total cost of \$22,501 and do not require Board approval; however, staff wanted to make the Board aware of these potential advanced purchases as well.

There is a risk to the advanced purchase of these materials in that we won't know the full project cost until we receive bids on 3/9/2023 and have them before the Board for consideration on 3/21/2023. If we choose to wait on ordering the long lead time items until after bids are received, we run the risk of delaying the playground opening until after the June 30 deadline.

Staff is looking for direction on whether the Board would like us to pre-order materials or wait until bids are received.