

Meeting Minutes
Parks & Conservation Foundation
Board of Director's Meeting
November 14, 2016

The meeting was called to order by Vice President Dan Kane at 5:35 p.m. Members present were Dan Kane, Dan Roddewig, Mike Kasper, Liz Wolter, Eric Wolter, Mary Marquardt, Dave Kummerow, Lisa Kummerow, Dana Carroll, Mick Johnston, Natalie Hyser-Barber and Carl Swanson.

Meeting Agenda

Liz Wolter moved to approve the meeting agenda, seconded by Eric Wolter, all in favor, motion carried.

Meeting Minutes – September 19, 2016

Mike Kasper moved to approve the September 19, 2016 Foundation's Meeting Minutes, seconded by Carl Swanson, all in favor, motion carried.

Treasurer's Report

Mike Kasper presented a written Treasurer's Report; an electronic payment was received in the amount of \$2,906.56 from Comcast and a cash deposit of \$399.67 from the Foundations collections at the Pioneer Festival for the Challenge Grant. Mike stated that he had the Federal and State tax returns from the Auditors, Beggin Tipp Lamm, ready to mail. Mike presented a bill for \$15.00 for the State filing fee and an invoice of \$125.00 from Cindi Carrigan for website.

Dana Carroll moved to pay the State of Illinois \$15.00 and Cindi Carrigan \$125.00, seconded by Carl Swanson, all in favor, motion carried.

The Foundation has a fund balance of \$33,516.57 as of 10-31-16.

President's Comments

None

Dan Roddewig commented that the Foundation has received a letter from Green Giant informing us that they will be discharging screened rinse water onto land adjacent to land owned by the Foundation. This letter is a requirement of the Illinois EPA.

Presentations

None

Unfinished Business

- a. Consider later start times for Board of Director's Meetings

Several members expressed that it is difficult to attend a 5:30 meeting sometimes. After a short discussion Eric Wolter made a motion to meet at 7:00 p.m. and have a 2 hour maximum meeting, seconded by Natalie Hyser Barber, all in favor, motion carried.

Consider Committee Definitions and Task List

Mary Marquardt presented the updated committee task list- as approved by the Executive Committee. Liz Wolter expressed interest in using these committees and tasks as a way to work on the Bob's Park project and help to better define the committee and have individuals understand their duties on a committee so that it is not overwhelming and to realize others are doing their part on other committees to complete the project so one doesn't feel like they have to do everything.

A brief discussion was held on the Foundation's expenses like audit, insurance, filing fees, website, marketing, brochures etc. The three projects the Foundation is currently working on are the Stone School, Bob's Park and the ICECF Challenge Grant.

Directors selected committees they wanted to serve on and the Secretary will contact the four board members who did not attend the meeting and request they select committees to serve on.

A discussion of the committees took place and members present offered to serve on the committees as follows:

Communication and Public Information- Dave Kummerow, Dan Kane, and Natalie Hyser-Barber

Membership and Volunteer Recruitment- Dan Roddewig, Liz Wolter and Mary Marquardt

Endowment- Mike Kasper, Dana Carroll, Eric Wolter and Natalie Hyser- Barber

Fundraising- Dave Kummerow, Lisa Kummerow, Liz Wolter, Mick Johnston, Natalie Hyser-Barber, and Mary Marquardt

Projects- Dan Roddewig, Dan Kane, Carl Swanson, Mick Johnston, and Dana Carroll

Budget- Mike Kasper and Eric Wolter

Eric Wolter made a motion to adopt the committee structure presented along with the names that volunteered to serve on those committees, seconded by Mick Johnston, all in favor, motion carried.

Dana Carroll moved that each committee needs to select its chairman and report their first meeting date to the Executive Committee within two weeks from today, seconded by Mary Marquardt, all in favor, motion carried.

Illinois Clean Energy Grant Update

Dan Kane stated that we are \$2,700.00 short of the \$7,000.00 possible match amount. Dan complimented Liz Wolter and Natalie Hyser-Barber for their efforts at the Pioneer Festival raising \$399.00 towards the grant. Dan will be checking with the grant administrators to see if additional work can be added to the project since we have completed the work scheduled in the grant and we have funds that have not yet been spent.

Website Update

The website is up and working. It can be accessed through the Park District website. PayPal will be set up on the website for payments. The site is accessible on mobile devices and as we have more hits on the site it will move up on the google list for Parks & Conservation.

New Business

Bob's Park Memorial Project

Dan Roddewig explained the project drawing of the seating meditation grove for Bob's Park. Dan stated that he would like to see this be the main project for the Foundation this year. Dan Kane has offered to use the \$2,900.00 from the Comcast gift. The Foundation Board set aside just over \$1,500 for the project and the Park District budget for 2017 contains \$10,000.00 for capital development for Bob's Park.

Liz Wolter mentioned that this project could be a great opportunity for donors to be recognized with the use of donor's names on pavers.

Winter Fund Raiser

Mary Marquardt wants the Foundation to be a part of a community event like Hometown Christmas. The fund raising committee will address this.

2017 Board of Director's Meetings

Dan Roddewig presented a calendar for meeting dates for 2017 and the date of September 19, 2017 was amended by Mary Marquardt to September 18, 2017 so the meeting dates were on the third Monday.

Mary Marquardt moved to adopt the amended calendar for 2017 Eric Wolter seconded, all in favor, motion carried.

The meeting dates for 2017 are January 16, March 20, May 15, July 17, September 18 and November 13.

Other Business

Director's Handbook

This item will be given to the Membership and Volunteer Recruitment Committee and contain a membership list, calendar, by laws, committees and members, properties, budgets, minutes etc.

Next Meeting January 16, 2017

Mary Marquardt moved to adjourn, seconded by Liz Wolter, all in favor, motion carried.

The meeting adjourned at 7:26 p.m.

Submitted by

Dan Roddewig

Secretary