



7210 Keystone Road, Richmond, IL, 60071  
815.678.4532, ext. 8204 | mchenryconservation.org

MCHENRY COUNTY CONSERVATION FOUNDATION  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
July 13, 2021  
6:30 P.M.  
LOST VALLEY VISITOR CENTER

1.0 CALL TO ORDER

President Semel called the July 13, 2021 meeting of the McHenry County Conservation Foundation to order at 6:48 p.m. Roll call was taken and a quorum was present.

*Pursuant to Section 7(e) of the Open Meetings Act, I as President of the McHenry County Conservation Foundation have determined that an in-person meeting is not practical or prudent at this time because of the ongoing COVID-19 Pandemic and Governor Pritzker's related disaster declaration. President Semel made the motion for the meeting to be virtual, Vice-President Ivers seconded the motion. A roll call vote was taken -Vice-President Ivers - yes Treasurer Becker - yes, Secretary Eisbrener - yes, Director Dreher - yes, and President Semel - yes. All were in favor.*

2.0 INTRODUCTORY ROLL CALL

2.1 Roll Call

Kevin Ivers, Vice-President (On Site)  
Kimberly Becker, Treasurer (On Site)  
Ray Eisbrener, Secretary (On Site)  
Dennis Dreher, Director (On Site)  
Brad Semel, (On Site)  
Pamela Althoff, Director, (On Site)

OTHERS PRESENT:

Shawna Flavell, Executive Director of McHenry County Conservation Foundation (On Site)  
Elizabeth Kessler, Advisor, Executive Director of McHenry County Conservation District (On Site)  
Linda Thomas, Liaison, McHenry County Conservation District (On Site)  
Jim Haisler, Member of the Public, Prairie Grove (On Site)  
Mike Tryon, Member of the Public, Crystal Lake (On Site)

DIRECTORS ABSENT

Martie Gorman, Director

### 3.0 PUBLIC COMMENTS

No public comments at this time.

### 4.0 APPROVAL OF MINUTES

- 4.1 May 11, 2021 - Regular Meeting Minutes - Director Dreher made the motion to accept the May 11, 2021 - Regular Meeting Minutes. Vice-President Ivers seconded the motion Advisor Kessler noted a few corrections that needed to be made before minutes were signed and placed on record. All were in favor.
- 4.2 May 11, 2021 - Executive Session Minutes - Vice-President Ivers made the motion to accept the May 11, 2021 - Executive Session Minutes. Secretary Eisbrener seconded the motion. All were in favor.
- 4.3 May 26, 2021 - Special Call Meeting Minutes - Secretary Eisbrener made the motion to accept the May 26, 2021 Special Call Meeting Minutes. Director Dreher seconded the motion. Advisor Kessler noted a few corrections that needed to be made before the minutes were signed and placed on record. All were in favor.

*Pamela Althoff, Director, and Mike Tryon, Member of the Public, joined the meeting at 6:52 p.m.*

### 5.0 OFFICERS' REPORTS

#### 5.1 President's Report

##### 5.1a Camp Lakota Acquisition

The Foundation closed on the Camp Lakota parcel on June 30, 2021. President Semel thanked everyone for their support and work in securing the 160 +/- acre parcel.

##### 5.1b September Joint Meeting of Foundation & District Board

President Semel proposed setting a joint meeting between the Boards sometime in September.

#### 5.2 Treasurer's Report - Becker

##### 5.2a Financial Review

Treasurer Becker reviewed the profit and loss statements for May 2021 and June 2021. Treasurer Becker noted that profit stated on the June 2021 Profit and Loss was overstated by \$483,720 due to a double entry that had not been backed out of Quickbooks. Treasurer Eisbrener commented that removing an item from Quickbooks can be difficult. Executive Director Flavell confirmed. Treasurer Becker commented that total income for June 2021 was actually \$5,960.62 and net income was -\$89,207. There were no questions.

##### 5.2b Current Account Activity

Treasurer Becker reviewed the Balance Sheet as of June 30, 2021. Executive Director Flavell asked if the Total Liabilities and Equity as of June 30, 2021 reflected the overstated profit of \$483,720. Treasurer Becker confirmed that it did reflect the double entry. There were no other questions.

### 6.0 DIRECTOR & BOARD LIAISON REPORTS

- 6.1 McHenry County Conservation District Report: District Liaison Thomas Reynaldo Gaytan, Jr., who goes by Rey, was appointed to the District's Board of Trustees. The trustees are working on the budget. New officers will be appointed at

the District's Board of Trustees' regular meeting on Tuesday, July 20. The District board is working on the Foundation's new project funding requests. Executive Director Flavell was asked by Director Dreher to give an overview of the process for project funding requests for meeting guests. President Semel gave a quick review of projects that had been funded and how the project lists are used. The June District Board meeting ended with a celebration for Dave Brandt's term as District Trustee.

- 6.2 Board Development Committee Report: Director Dreher  
President Semel, Director Althoff, Director Dreher, and Executive Director Flavell met to discuss board development on July 7, 2021. In the meeting, Jim Haisler and Mike Tryon were mentioned as potential board prospects. Director Althoff commented on wanting to fill board seats with specific skill sets. Althoff also mentioned losing momentum of going out in the community due to COVID and that the mission of the Foundation needs to be better identified and communicated in the community. The first step in fundraising is making people aware of your mission and what you hope to achieve and Director Althoff feels that both Jim Haisler and Mike Tryon could help achieve that step. Director Dreher mentioned a webinar he attended with Executive Director Flavell and his takeaways of "Three Ws": Work, Wealth, and Wisdom and "Three Ts": Time, Treasure, and Talent. During COVID, the number of visitors to District sites increased by 80%. Director Althoff commented on taking the Foundation's successes and sharing them externally.

## 7.0 BOARD BUSINESS

- 7.1 Consideration to Renew Fox River Ecosystem Partnership  
Vice-President Ivers made the motion to renew the Foundation's Fox River Ecosystem Partnership. Treasurer Becker seconded the motion. All were in favor.
- 7.2 Authorization to Contract with Nancy Gonsiorek, CPA, LLC to Audit the Financial Statements of the McHenry County Conservation Foundation and Prepare the IRS Form 990.  
Treasurer Becker made the motion to contract with Nancy Gonsiorek, CPA, LLC to Audit the Financial Statements of the McHenry County Conservation Foundation and Prepare the IRS Form 990. Director Althoff seconded the motion. All were in favor.

## 8.0 EXECUTIVE DIRECTOR'S REPORT

- 8.1 Staff Update  
Executive Director Flavell shared that Administrative Assistant Semel had tenured her resignation with the Foundation, with an anticipated end date in December 2021.
- 8.2 Pedal, Paddle, Saddle Overview  
Executive Director Flavell updated the board on final Pedal, Paddle, Saddle numbers. Funds raised in FY21 exceeded FY20, but profit was less due to increased expenses. Vice-President Ivers asked how many corporate donors were also regular Foundation supporters. Executive Director Flavell commented that there was one.
- 8.3 FY21 Overview  
Executive Director Flavell gave an overview of fundraising in FY21. There were no questions.
- 8.4 District Project Updates  
Executive Director Flavell updated the board on the 50<sup>th</sup> Anniversary commemorative book and on the Checkerspot Reintroduction. Vice-President Ivers commented on the

Community Seed Collection at High Point and the joint signage that is expected to be erected. Advisor Kessler thanked the board for their work on and support of the 50<sup>th</sup> Anniversary publication. Director Althoff asked what funds remained in the 50<sup>th</sup> Anniversary publication funding pool and advocated for using what remained to print more copies of the book. The Foundation Board was in consensus to spenddown the funds raised for the 50<sup>th</sup> Anniversary book to increase the first print run.

8.5 Upcoming Engagement Opportunities

Executive Director Flavell gave an overview of upcoming engagement opportunities for the Board, including the October 8<sup>th</sup> donor celebration at Lost Valley Visitor Center. Jim Haisler requested more information regarding the Great Outdoor Beer Trail and the District's 50<sup>th</sup> Anniversary Celebration. Vice-President Ivers commented to the possibilities of volunteers for Foundation tabling.

9.0 ADDITIONAL BOARD BUSINESS

9.1 Discussion Regarding Opportunities for Camp Lakota Buildings and Coordination with the District

President Semel asked for discussion from the board regarding the District's management of the buildings at Camp Lakota, including the potential for leasing them to prospective residents. Director Althoff asked that the record reflect that she feels there should be a standard policy regarding building management and maintenance that we take into consideration with the District.

9.2 Consideration to Reschedule September 2021 Board Meeting

The Foundation Directors were in consensus to reschedule their upcoming September meeting to September 7, moved from September 14 due to a conflict with the District's board meeting.

9.3 Discussion Regarding Three-Year Memorandum of Understanding with the McHenry County Conservation District (Expires October 2021)

President Semel gave an overview of the current Memorandum of Understanding (MOU) in place between the District and Foundation and requested that the Directors review the document and be prepared to discuss at the September meeting. Director Dreher commented on the relationship between the board and fundraising and perhaps clarifying within the MOU.

10.0 ADJOURNMENT

President Semel asked if there was any other business to discuss. There being none, Director Althoff made the motion to adjourn the meeting. Treasurer Eisbrener seconded the motion. A roll call vote was taken - Vice-President Ivers - yes, Secretary Eisbrener - yes, Treasurer Becker - yes, Director Althoff - yes, Director Dreher - yes, and President Semel - yes. All were in favor. The meeting was adjourned at 8:18 p.m.

The next meeting is scheduled for Tuesday, September 7, 2021 at Lost Valley Visitor Center at 6:30 p.m. (if needed).

Respectfully submitted,

  
Ray Eisbrener, Secretary