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MCHENRY COUNTY CONSERVATION FOUNDATION
BOARD OF DIRECTORS
REGULAR MEETING
MINUTES OF SEPTEMBER 7, 2021

1.0 CALL TO ORDER

President Semel called the September 7, 2021 meeting of the McHenry County Conservation Foundation to order at 7:32 p.m. Roll call was taken and a quorum was present.

2.0 INTRODUCTORY ROLL CALL

2.1 Roll Call

Brad Semel, President
Kevin Ivers, Vice-President
Martie Gorman, Director
Ray Eisbrener, Secretary
Dennis Dreher, Director
Pamela Althoff, Director
Jim Haisler, Director
Kim Becker, Treasurer (Remote)

OTHERS PRESENT:

Shawna Flavell, Executive Director of McHenry County Conservation Foundation
Yvonne Semel, Administrator
Elizabeth Kessler, Advisor, Executive Director of McHenry County Conservation District
Carolyn Campbell, McHenry County Conservation District Trustee
William Cook, McHenry County Conservation District Vice-President
Reynaldo Gaytan, McHenry County Conservation District Trustee
John Henning, McHenry County Conservation District President

2.2 Remote Participation

Consideration of a motion to allow the Board of Directors to attend remotely through electronic participation as per Administrative Policy #2.04.02. The basis for missing the meeting is due to PA 101-0640 suspending requirements that members of the public body must be physically present. President Semel made the motion for to allow Board Directors to attend remotely, 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, Director Althoff - yes, Director Haisler - yes, Director Gorman - yes and President Semel - yes. All were in favor.

3.0 PUBLIC COMMENTS

No public comments.

4.0 APPROVAL OF MINUTES

- 4.1 July 13, 2021 - Regular Meeting Minutes - Vice-President Ivers made the motion to accept the July 13, 2021 - Regular Meeting minutes, Director Dreher seconded the motion. All were in favor.
- 4.2 August 3, 2021 - Special Call Meeting Minutes - Director Ivers made the motion to accept the August 3, 2021 - Executive Session minutes, Director Althoff seconded the motion. All were in favor.

5.0 OFFICER'S REPORTS

5.1 President's Report

- 5.1a Official Welcome to New Director, Jim Haisler
President Semel officially welcomed Jim Haisler to the McHenry County Conservation Foundation Board and thanked Director Althoff for bringing him on to the Board. He thanked the District Board for their appointment of Jim as well.
- 5.1b Recognition of Elizabeth Kessler as Recipient of the 2021 Honorable Cornelius Amory Pugsley Award.
President Semel acknowledged the awards received by Advisor Elizabeth Kessler. The Cornelius Amory Pugsley Medal for Parks and Conservation from the American Academy of Recreation & Parks Administration and the 2021 Robert Artz Lifetime Achievement Award from the Illinois Park & Recreation Association. Advisor Kessler acknowledged those who she worked with.
- 5.1c Moment Honoring the Life of Wayne Schennum
President Semel commented on the asset that Wayne Schennum was to the District as a botanist. He commented that Wayne's passing will be a great loss to the conservation community.

5.2 Treasurer's Report

- 5.2a Financial Review
- 5.2b Current Account Activity Treasurer Becker made the motion to table the July and August financial review and current account activity until the next Foundation meeting, Director Dreher seconded the motion. All were in favor.
- 5.2c Initiating yearly audit with Nancy Gonsiorek, CPA
Ms. Gonsiorek put together a letter of intent and sent it to President Semel. Administrative Assistant Semel and Executive Director Flavell will pull together information for the audit.

6.0 DIRECTOR AND BOARD LIAISON REPORTS

- 6.1 McHenry County Conservation District Report: District Trustee Carolyn Campbell
Trustee Campbell commented that District Liaison Thomas was unavailable to comment. Trustee Campbell said the last meeting was a financial planning meeting. There was some discussion on a bison lease for Pleasant Valley Conservation Area. Trustee Campbell commented on the good work of the Foundation noting the purchase of the Camp Lakota property. She also commented on the 50th anniversary book.
- 6.2 Event Planning Committee Report: Vice-President Ivers and Director Gorman
Vice-President Ivers and Director Gorman met with Executive Director Flavell last week to plan the upcoming October 8th Donor Wall Event. COVID-19 will put some restrictions on the event. Executive Director Flavell said 40 RSVPs have been received and she is expecting approximately 100. They are hoping it will be a wonderful thank you event for Foundation/District supporters.
- 6.3 District's 50th Anniversary Celebration Report: Secretary Eisbrener and Director Gorman

Secretary Eisbrener said it was a good event with about 500 people attending. Kids who attended wrote down memories about things remembered at different District sites. There was a lot of interest in getting more information about the District and Foundation.

7.0 BOARD BUSINESS

- 7.1 Ratifying Prior Authorization of the Execution of a Grant Agreement with McHenry County Conservation Foundation and the Community Foundation of McHenry County. This grant is in the amount of \$15,588.65 and will be used in support of Prairie Trail Improvements and Renovations. Director Althoff moved to ratify prior authorization of the Execution of a Grant Agreement with McHenry County Conservation Foundation and the Community Foundation of McHenry County. Director Haisler seconded the motion. All were in favor.
- 7.2 Authorization to Roll Over or Withdraw Interest Earnings from the Community Foundation for McHenry County Endowments.
President Semel commented that Nancy Gonsiorek advised the Foundation to take the interest on the unrestricted endowment in the amount of \$4,351.67. The decision of what to do with these funds is made yearly. Director Haisler made the motion to authorize the withdrawal of interest earnings from the Community Foundation for McHenry County Unrestricted Endowment. Director Althoff seconded the motion. All were in favor.
- 7.3 Authorization to Enter into the Triple-Net Lease Agreement between the McHenry County Conservation Foundation and the McHenry County Conservation District for the Camp Lakota Parcel.
Secretary Eisbrener made the motion to authorize entering into the Triple-Net Lease Agreement between the McHenry County Conservation Foundation and the McHenry County Conservation District for the Camp Lakota Parcel with a minor change on Page 21. Director Gorman seconded the motion. All were in favor.
- 7.4 Authorization to Register for the Green Living Expo.
Executive Director Flavell made the suggestion that the Foundation register as a non-profit sponsor for the Green Living Expo. This puts the Foundation in the program materials that are distributed. Director Gorman made the motion to authorize registration for the Green Living Expo as a non-profit sponsor. Director Haisler seconded the motion. All were in favor.

8.0 EXECUTIVE DIRECTOR'S REPORT

- 8.1 District Project Updates
Executive Director Flavell is working on a team with District staff on an Economic Development Administration American Rescue Plan Grant Funding opportunity for Travel, Tourism, and Outdoor Recreation and a State of Illinois Tourism Attraction and Festivals grant opportunity that could jointly fund over \$7 million dollars of work along the Prairie Trail over a period of five years. This would be for resurfacing, signage, etc.
- 8.2 Upcoming Engagement Opportunities
Director Althoff commented that it would be good to have a joint calendar with upcoming engagement opportunities listed on it.

9.0 ADDITIONAL BOARD BUSINESS

- 9.1 Consensus for Project Proposal Requests for Projects Listed on McHenry County Conservation District Fiscal Year 2021 Project List
Discussion was tabled until the next meeting to give the board more time to review the project list.
- 9.2 Discussion Regarding Open Administrative Assistant Position

President Semel mentioned Yvonne's resignation on January 1, 2022 - Executive Director Flavell discussed the need to find someone who can do the job of Administrative Assistant as well as Bookkeeper. There was discussion on contracting out the bookkeeping element. Director Dreher wondered about sharing the job with a District employee who would desire more hours. Executive Director Flavell commented that this may be creating too close of a relationship with the District. The suggestion was to ask Nancy Gonsiorek for any recommendations. Director Althoff hesitates to "share" but wants to find someone who will grow with the Foundation. Executive Director Flavell wondered if the Board was in support of splitting the position, consensus was to get direction for Nancy Gonsiorek. Secretary Eisbrener suggested the looking into the Volunteer Pool for possible candidates.

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

President Semel said this has been discussed and some changes need to be made.

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. Director Dreher seconded the motion. A roll call vote was taken: Vice-President Ivers - yes, Treasurer Becker - yes, Secretary Eisbrener - yes, Director Dreher - yes, Director Althoff - yes, Director Haisler - yes, Director Gorman - yes and President Semel - yes. All were in favor. The meeting was adjourned at 9:05pm.

The next meeting is scheduled for Tuesday, November 9, 6:30p.m. at Lost Valley Visitor Center (if needed).

Respectfully submitted,


Ray Eisbrener, Secretary