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MCHENRY COUNTY CONSERVATION FOUNDATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
March 14, 2022
6:30 P.M.
LOST VALLEY VISITORS CENTER

1.0 CALL TO ORDER

President Ivers called the March 14, 2022 meeting of the McHenry County Conservation Foundation to order at 6:30 p.m. Roll call was taken. A quorum was not present.

Meeting proceeded for discussion purposes only.

2.0 INTRODUCTORY ROLL CALL

2.1 Roll Call

Kevin Ivers, President (Present)
Kim Becker, Treasurer (Present)
Martie Gorman, Director (Present)
Dennis Dreher, Director (Present)
Brad Semel, Vice President (Remote)

OTHERS PRESENT:

Shawna Flavell, Executive Director of McHenry County Conservation Foundation (Present)
Carol Elkins, Administrative Support Specialist (Present)
Elizabeth S. Kessler, Advisor, Executive Director of McHenry County Conservation District (Present)
Nancy Gonsiorek, CPA, LLC (Present)
Wendy Kummerer, Director of Marketing and Education, McHenry County Conservation District (Present)
Caitlynn Martinez-McWhorter, Social Media Specialist, McHenry County Conservation District (Present)
Maddy Neubauer, Marketing Coordinator, McHenry County Conservation District (Present)
Sara Denham, Wildlife Resource Manager, McHenry County Conservation District (Remote)
Laura King, Chief of Police, McHenry County Conservation District (Remote)
Elise Livingston, Member of the Public (Present)

DIRECTORS ABSENT:

Ray Eisbrener, Secretary

Pamela Althoff, Director

Jim Haisler, Director

3.0 PUBLIC COMMENTS

No public comments at this time

4.0 EXECUTIVE SESSION I

Board in attendance entered Executive Session pursuant to Exception 2C29 (external audit - internal control weaknesses and identification of potential fraud risk areas) of the Open Meetings Act (5 ILCS 120/1 et.seq.)

Regular session was left at 6:36 p.m.

5.0 RECONVENE

At 7:20 p.m. the Board came out of Executive Session and reconvened at 7:21 p.m. by President Ivers on the evening of March 14, 2022, at Lost Valley Visitor Center, 7210 Keystone Road, Richmond, IL and via Zoom conference services.

5.1 Roll Call

President Kevin Ivers (Present)

Treasurer Kim Becker (Present)

Director Martie Gorman (Present)

Director Dennis Dreher (Present)

Vice-President Brad Semel (Remote)

Others Present:

Shawna Flavell, Executive Director of McHenry County Conservation Foundation (Present)

Carol Elkins, Administrative Support Specialist (Present)

Elizabeth S. Kessler, Advisor, Executive Director of McHenry County Conservation District (Present)

Nancy Gonsiorek, CPA, LLC (Present)

Wendy Kummerer, Director of Marketing and Education, McHenry County Conservation District (Present)

Caitlynn Martinez-McWhorter, Social Media Specialist, McHenry County Conservation District (Present)

Maddy Neubauer, Marketing Coordinator, McHenry County Conservation District (Present)

Elise Livingston, Member of the Public (Present)

6.0 Presentation from Nancy Gonsiorek, CPA, LLC

6.2 FY 2021 Financial Audit for the Year Ended June 30, 2021

6.2 Board Business: Acceptance of FY 2021 Financial Audit for the Year Ended June 30, 2021

6.3 Board Business: Acceptance of FY 2021 Federal Form 990

CPA Nancy Gonsiorek provided a draft of Federal and IL 990s and an overview of the audited financial statements. Vice-President Ivers thanked her for her work with the Foundation.

Board business was tabled for next meeting.

Nancy Gonsiorek and Vice-President Semel exited the meeting.

7.0 Presentation by Wendy Kummerer, Director of Marketing and Education, McHenry County Conservation District

Wendy Kummerer, Caitlynn Martinez-McWhorter and Maddy Neubauer gave a joint presentation from the Conservation District's Marketing Department Team outlining their past, current, and future efforts to support the work of the Foundation and help build brand awareness.

During the presentation, the Marketing Department Team also suggested rebranding the Foundation logo to better mirror the district. Examples of other logos were presented. Advisor Elizabeth S. Kessler saw this as an opportunity to improve branding. Board members in attendance supported project scoping. Executive Director Flavell to reach out to absent board members for their thoughts.

8.0 APPROVAL OF MINUTES

8.1 January 11, 2022 - Regular Meeting

Approval of minutes tabled until next meeting.

9.0 OFFICER'S REPORTS

9.1 President's Report

9.1a Introduction of Elise Livingston

President Ivers opened the floor to Elise, who is interested in joining the Foundation's Board of Directors.

9.1b 2022 Conservation Congress

President Ivers reminded all in attendance that the 2022 Conservation Congress was scheduled for April 6, 2022.

9.1c Community Outreach

President Ivers reminded those in attendance about upcoming outreach opportunities.

9.2 Treasurer's Report

9.2a Financial Review

9.2b Current Account Activity

Financial review and current account activity tabled until next meeting. Information available in board packet to review.

10.0 DIRECTOR & BOARD LIAISON REPORTS

10.1 McHenry County Conservation District Report: District Liaison Thomas

Advisor Elizabeth S. Kessler gave the report from the Conservation District. Former McHenry County Conservation District Trustee Lyn Campbell was appointed to the McHenry County Board prior to the end of her term with the Conservation District. Applications will be reviewed by the County Board in April to fill that vacant seat and the seat opening up in July. Two seats are open for the Board of Trustees.

- 10.2 Board Development Committee
No updates other than Elise Livingston's interest at this time.

11.0 BOARD BUSINESS

- 11.1 Authorization to Destroy the Verbatim Recordings of Executive Session Meetings from Between October 13, 2020 and May 11, 2021 in Compliance with the Open Meetings Act.
- 11.2 Authorization to Release the Executive Session Meeting Minutes from October 13, 2020; December 8, 2020 (Executive Session II); and January 12, 2021 to the Public Domain in Compliance with the Open Meetings Act.
- 11.3 Ratification of Previous Authorization to Sponsor the McHenry County Conservation District's 2022 Conservation Congress in an amount not to exceed \$10,000.

All Board Business was tabled for next meeting.

12.0 OTHER BOARD BUSINESS

- 12.1 First Review: McHenry County Conservation Foundation Fiscal Year 2023 Draft Budget
- 12.2 First Review: McHenry County Conservation Foundation Budgeting Policy
- 12.3 First Review: McHenry County Conservation Foundation Capitalization Policy
- 12.4 First Review: McHenry County Conservation Foundation Financial Controls Policy

Draft policy review was tabled for next meeting. Treasurer Becker suggested reviewing donor gift policy further.

13.0 EXECUTIVE DIRECTOR'S REPORT

- 13.1 District Project Updates
- 13.2 Upcoming Event Updates
- 13.3 Purposeful Boards, Powerful Fundraising, Saturday, May 7, 2022.

14.0 ADJOURNMENT

Meeting adjourned by President Ivers at 9:05 p.m.

Respectfully submitted,


Ray Eisbrener, Secretary