

Friends of the Forest Preserve District of DuPage County
Board of Directors Meeting Agenda
July 23, 2023
5 pm

Forest Preserve District of DuPage County headquarters
3S580 Naperville Road
Wheaton, IL 60189

Call to Order – *Diane Addante, Chair*

Roll Call – *Carl Shultz, Secretary*

Public Comment

Motion for Approving and Placing on file Meeting Minutes – *Diane Addante, Chair*

Board meeting of May 23, 2023
Development committee meeting June 20, 2023
Special meeting of July 15, 2023

Chair's Comments – *Diane Addante, Chair*

- Introduce staff and guests
- Fundraising Results YTD

Mission Moment – *President Hebreard, Forest Preserve District of DuPage County*

Old Business

- Bylaw Update
- 990 Preparation

New Business

- Walks with Friends

Committee Reports

- Finance Committee – *Ashley Guest, Treasurer*
 - Action Item: Acceptance of Financial Dashboard Summary and Profit & Loss Budget to Actual Report January through May 31, 2023
 - Investment Activity
- Development and Marketing – *Audra Bonnet, Donor Relations Coordinator*
 - Update to board
- Events – *Lulu Hertenstein, Corporate and Community Giving Officer*
 - Update to board for Night for Nature and Duck Race
 - Upcoming Events: save the dates
 - August TBD – Walk with Friends

- September 7 – 10 a.m. Duck Race
- **September 14 – 5:30 p.m. Night for Nature**
- October 7 - Fall Fest
- October TBD – Walk with Friends
- Upcoming District Events
 - September 7 - Art Exhibit Opening at Mayslake estate

Ex-Officios and Staff Liaisons Report

- Jeff Gahrns – *District Commissioner and Ex-Officio Liaison*
- Jeannine Kannegiesser – *Chief Partnership and Philanthropy Officer, FPDDC*

Next Board of Directors Meeting – September 26, at 5 p.m. at District HQ

Adjournment

Friends of the Forest Preserve District of DuPage County

Board Meeting

Minutes

Tuesday May 23, 2023

The board meeting of the Friends of the Forest Preserve of DuPage County was held on Tuesday, May 23, 2023, at the District headquarters, 3S580 Naperville Road, Wheaton, IL 60189.

Call to Order

The meeting was called to order by Chairman Diane Addante at 5:00 pm.

Roll Call

Present: Diane Addante; Carl Schultz; Penny Chanez; Ashley Guest; Larry Larson; Dave Stang; Joe Suchecki; Mike Dyer; Commissioner Jeff Gahris

Approval of Minutes – The minutes from the March 21, 2023, Board of Directors Meeting were accepted as written by general consent and placed on file. The minutes from the May 2, 2023, Events Committee Meeting were accepted as written by general consent and placed on file.

Chair's Comments – Diane Addante, Chair

- Introduction of District finance staff Brian Kuszewski and Andrew Brown, partnership and philanthropy staff Audra Bonnet, Lulu Hertenstein, and Jeannine Kannegiesser. Also present was Ann Scales from Lauterbach and Amen. Karen Gray was asked to present the mission moment (presentation recorded below).
- Fundraising results Q1
 - 19 donors have given gifts of \$500+
 - 86 donors have given gifts of \$100+
 - 182 donations overall and \$152,253 total donations in Q1. We are appreciative of every gift that helps our forest preserve District pursue its mission.
 - Donor retention is currently at 37%.

Mission Moment – Willowbrook Wildlife Center Project Karen Gray presented an update on the Willowbrook Wildlife Center Project. A master plan for the project was completed in 2011. Phase 1 of the Masterplan was completed in 2014. In 2020 a New Vision was identified for Willowbrook. (Driven by mission and changes to the science of wildlife rehabilitation nationally and internationally) Phase II Masterplan program was developed and in 2022 the updated Phase II Masterplan was approved. Phase A of the new Masterplan has been completed and the District is currently working on Phase B, which is the construction of the clinic and visitor center. All phases of the project are expected to be completed by early 2025.

Old Business – Diane Addante

- Bylaw Updates – updates recommended by Jeannine, Bob, and Diane are with attorney Matt Campbell. A version of these will be presented to the board to consider. We are working to update our policies to bring them in line with the current practices and to ensure efficient and effective operations of our organization.
- July Board Retreat – Save the date for July 15. Planning is underway for a morning experience at Willowbrook Wildlife Center. We will call a special meeting and it will be posted as a public meeting in compliance with OMA.

New Business – Audit presentation: Lauterbach and Amen by Ann Scales. The audit letter represented that the 2022 Financial Statement for the Friends of the Forest Preserve District of DuPage County is materially correct. In round numbers the Friends ended 2022 with \$912,000. A copy of the audit letter will be forwarded to Board members and will be available for public review. A discussion of the audit letter followed.

Committee Reports

- **Development and Marketing** – Diane Addante
 - Committee Members: Diane, Bob, Carl Karyn, Larry, David
 - The Spring Appeal is in homes now and we are getting gifts for the benefit of Willowbrook – annual fund and campaign alike.
 - Giving DuPage Days resulted in 50 donors contributing just over \$4,300. Thanks to everyone who activated for this.
 - Friends has accepted just over \$100,000 in master plan campaign contributions since we started last year.
- **Events** – Mike Dyer
 - Committee Members: Penny, Karyn, Mike Joe
 - Native Plant Sale report – Thank you to Diane, Joe, Mike, Larry for being there to greet plant sale shoppers. It was a great chance to visit with people and raise awareness of Friends. We will be surveying ticket holders to collect their feedback on the experience.
 - Upcoming District Events
 - June 3 Bridge Opening at Hidden Lake – National Trails Day – 10 am
 - June 10 Cromwell Trail Opening at District HQ – 10 am
 - September 7 – Art Exhibit Opening at Mayslake Estate
 - Upcoming Friends Events
 - September 7 – 10:00 am Duck Race
 - September 14 – 5:30 pm Night for Nature
 - October 7 Fall Fest Save the Date – plan TBD
- **Finance Committee** – Ashley Guest
 - Committee Members: Ashley, Diane, Brian, Mike
 - Action Item: Acceptance of Financial Dashboard Summary and Profit & Loss. Motion Ashley Guest: 2nd Mike Dyer motion carried
 - Approve the District’s request for funds, which is within the Friends’ 2023 budget plan. Motion Diane Addante: 2nd Dave Stang motion carried

Ex-Officios and Staff Liaisons Report

- Jeff Gahrns – Jeff reviewed the District’s Clean Energy Sustainability and Resiliency Plan.

- Jeannine Kannegiesser – Chief Partnership and Philanthropy Officer
 - Community Partners, sponsors and In-kind donations for events.
 - Willowbrook admission changes were presented to the board and discussed with staff and will be phased in soon. FAQs are on the website.
 - Working on policy review with Matt Campbell from KGG, LLC. Bylaws are in the works. Jeannine Kannegiesser looks forward to reviewing financial policies with our finance committee and District staff to determine if updates could help us steward resources better and streamline our operations.
 - Partnership and Philanthropy has merged with Volunteer Services; the move is underway.
 - Cause marketing updates: Shannon's Deli did a promotion to support Willowbrook. We are fielding an inquiry from another company that would like to have proceeds from sales of their product benefit Friends.

Next Board of Directors Meeting – July 25, 2023, at 5 pm at District HQ

Adjournment – Chairman Diane Addante adjourned the meeting at 5:53 pm

Friends of the Forest Preserve District of DuPage County
Development Committee Meeting Minutes
Tuesday, June 20, 2023
4 – 5:15 pm
Forest Preserve District Headquarters

Call to Order: 4 p.m.

Attendees: Audra Bonnet, Carl Schultz, Jeannine Kannegiesser, Larry Larson, David Stang, Bob Watt

Public Comment: None

Retreat planning: Jeannine showed a series of slides that will guide board members through activities to learn how to communicate as ambassadors for the District and Friends.

Board agenda preparation: Board members shared ideas for the July board meeting, including a request to have President Hebreard speak during the Friends' mission moment.

New business: David Stang explained his idea for helping corporations sponsor volunteer impact. Volunteers create value through their work. Companies that want to make a bigger difference could buy "environmental credits" that were certified by the District, created through volunteer effort to restore natural areas. Those in attendance agreed this was an idea worth exploring further. Old business None

Adjourned at 5:15 pm

Friends of the Forest Preserve District of DuPage County
Special Meeting Minutes
Saturday July 15, 2023
8 am. to 12:30 pm

Forest Preserve District Headquarters
& Willowbrook Wildlife Center

Call to order at 8:30 am by Diane Addante

Attendees: Diane Addante, Audra Bonnet, Karyn Charvat, Mike Dyer, Commissioner Jeff Gahris, Lulú Hertenstein, Jeannine Kannegiesser, Larry Larson, Carl Schultz, Joe Suchecki, Bob Watt

Public Comment: None

At headquarters, the board and staff participated in a communication workshop focused on understanding friends' mission, how to be an ambassador, and building community among board members.

No votes or action taken.

Meeting recess called at 10 am

Reconvened at 10:30 am at Willowbrook Wildlife Center

Nate Hambel, a staff member at Willowbrook gave a guided tour of the existing animal clinic and the newly constructed outdoor enclosures and flight barn. After the tour, Leigh Korreck, another Willowbrook staff member, demonstrated several animal enrichment activities and the board and staff spent time crafting enrichment pieces for the animals.

Adjourned at 12:25 pm

Draft Recognition for Q2 donors:

THANK YOU for Being a Friend The Friends of the Forest Preserve District of DuPage County is a 501(c)(3) organization engaging the community in philanthropy to advance the mission and purpose of the Forest Preserve District. We are grateful to recognize those who donated \$500 or more from April through June 2023 to the Friends or directly to the District.

\$150,000+

Ronald R. Bork Fund of the
DuPage Foundation

\$25,000-149,999

Illinois Clean Energy
Community Foundation
Stewardship Challenge Grant

\$10,000-24,999

BNSF Foundation

\$5,000-\$9,999

Domtar

\$2,500-4,999

Rice Lake Square
Giving DuPage

\$1,000-2,499

Anthony and Joyce Carey
Rosemary and Robert Carroll
Fidelity Charitable
Paul Herbert
Frances Holbrook and Elizabeth
Rigsby
Robert R. McCormick
Foundation
Mary Ann Mahoney
Pat and Lara Pappas
David and Amy Reeter
Schwab Charitable
V3 Companies, Ltd.
Susan Wachowski
Ellen Alekno Wier

\$500-999

The Conservation Foundation
thanks to Now Health Group
Diane and John Fiore
Carrie Kaplan
DuPage Area Moms
Fidelity Charitable
Manhard Consulting
Kay McNab
Kathleen Murphy
Lisa Savegnago and Ronald
Johnson
Laura Shimkus
Georgia Wilson
Chet and Jeanette Wilszak

Contact Partnership & Philanthropy at fundraising@dupageforest.org or 630-871-6400 for more information. To donate online, visit dupageforest.org/friends, or mail a check made payable to the Friends of the Forest Preserve District of DuPage County to 35580 Naperville Road in Wheaton, IL 60189.