



**BOYS & GIRLS CLUBS
OF SOUTHERN ILLINOIS**

Mission

To inspire and enable all young people, especially those who need us most, to realize their full potential as caring, productive and responsible citizens.

Vision

Our vision is to raise up a generation of children who will change the culture of the community for generations to come!

Our Values

Collaboration, Community, Empowerment, Integrity, Relationships

October 2022 Board Packet

COMMITTEE REPORTS

Board Development Committee

The Board Development Committee met on October 10th with Cordy Love, Jenna Jamieson, Regina Glover and Tina Carpenter in attendance. Regina reported that two new names have been suggested for consideration as future Board members. They were Martin Parsons (retired SIU Law professor) and Jamecae Saul (Banterra Bank). It was decided to present both at the October meeting.

The committee discussed the vacancy of a Board Rep to the Community Advisory Committee. Jenna served in that capacity but had to resign due to a conflict with her course schedule at SIU. Committee members identified two individuals who might be willing to step into the role and will speak with them at the October Board meeting.

“Board member chats,” the annual fall meetings, with the Board Chair and a member of the Board Development Committee were discussed. Ideally, they will all be scheduled in person the first two weeks of November. Regina will email the discussion topics from last year’s meetings and some from earlier years for committee members and Stephanie to review.

The slate of officers for 2023-2025 is presented at the June Board meeting by BDC. The committee briefly talked about a timeline for identifying the slate. BDC is also responsible for the annual review of the By-laws. Tina is going to check on BGCA’s deadline for the by-laws to be submitted.

Regina shared that revisions to the Orientation PowerPoint had not yet been completed. The committee’s wish to add some additional data on the Club’s performance will be added. Allegra’s recent workload has limited her accessibility. However, the revisions will be done before the next Orientation is conducted.

Tina announced that Will is working on updating the webpage and in particular the Board Portal. In addition to updating the archives, he will take pictures of the new Board members and include them in the directory.

Next meeting is November 14 at 5 PM at the Admin Office.

Executive Committee

The Executive Committee met in a closed session on Monday, September 26th. In attendance were: Stephanie Wood, Russell Williams, Kathie Fralish, Regina Glover, Toni Perkins, and Jeff Franklin to identify ways in which the Board can help provide support and guidance for the CEO, Tina Carpenter.

Finance Committee

The Finance Committee met via Zoom on 28 September 2022 in order to review the financial reports for August. Present were Kathie Fralish, Regina Glover, Stephanie Wood, Toni Perkins, Tina Carpenter, and Nicci Graff. It was noted that year-to-date (two months into the FY), we are showing an operating loss of \$133,142.81 due to revenue from reimbursable grants not being recorded, since they have not yet been submitted for reimbursement. However, even if the grants come in at budget (\$107,699), there would still be a loss of \$25,443. There was considerable discussion of the difficulty of monitoring cash flow and revenues expected from the grants during the last six months due to the transition of two key administrative positions. Kathie stated that as Treasurer and as a committee we have not been fiscally responsible. We have been fortunate to receive the Employee Retention tax credits, which allowed operations to continue uninterrupted. It is anticipated that by the time of the next Finance Committee meeting, the packets for FY22 for Teen Reach and 21st Century will have been submitted and those revenue numbers will be accurate. We will then have a clearer picture of budget to actual operating figures, as well as anticipated cash flow. We will then be able to determine whether the tax credits can be viewed as allowing us to meet expenses while waiting for reimbursement or as a fortunate replacement for lost revenues, or both. The financial statements for August were approved as presented, recognizing that there may be some changes once the auditor has made yearend adjustments.

The regular meeting of the Finance Committee was held on October 12, 2022 at the administrative offices. Attending were Kathie Fralish, Regina Glover, Stephanie Wood, Toni Perkins, Tina Carpenter, and Nicci Graff. Financial reports for September were reviewed, bringing the committee up to date. Revenue for September of \$197,641 included several months of reimbursable grants as well as a payment of almost \$80,000 in Employee Retention Tax Credit and income from two fundraising events. The committee was updated on the status of reimbursable grants: Teen Reach packets have been completed through FY22 resulting in an amount due of \$35,090.41; 21st Century packets have been completed through June (the end of our fiscal year) resulting in an amount due of \$112,747.27. It is anticipated that we should receive these reimbursements within the next month to six weeks. Packets will be up to date for both Teen Reach and 21st Century, as well as OJJDP the week of October 17 and will be

reviewed as part of the review of financial reports for October. The committee was encouraged that 21st Century funds will start flowing in a timelier manner, but there will still be a lag time between submission of the initial packets for FY23 and receipt of the reimbursements. Financial statements were approved.

Medical insurance premiums will increase approximately 10.5% in November, rather than the 8% we had anticipated. The committee approved renewal of the same policy and benefits at the new rate. It was agreed that a mid-year review of the budget is appropriate, and staff will begin that process in order for the committee and board to be informed by the end of December.

Kathie will make a presentation to the board at the October meeting outlining our current financial position.

Human Resources Committee

No meeting this month

Resource Development Committee

The Resource Development Committee met on October 11th and discussed the following agenda items. Present were Ginger Murray, Stephanie Wood, Betty Williams, Will Becque, Tina Carpenter, and Russ Williams. Our next meeting is scheduled for November 15th.

- Betty reported that the current income for the Blue Jeans 4 Blue Doors event is \$10,000 with the invoice from Touch of Nature still to come. Sponsorships and ticket sales were lower compared to last year but it was a successful event. We intend on Touch of Nature becoming a venue sponsor next year so catering will be the only expense from TON.
- Betty reported that the current income from the Golf with a Purpose event held in Marion is \$17,000. This money is designated for the Marion club site. David Lawler will organize this event annually as part of his commitment to supporting the Marion club site.
- Betty and Tina reviewed the Resource Development goals and projections for the current fiscal year. The goal for the upcoming Oscars Trivia Night is \$25,000 which will allow us to reach our goal for Special Events for the year.
- Betty gave the committee the outline for the Annual Campaign Drive scheduled for May and June of next year. These plans include many different ways for board members and other volunteers to engage in the campaign. We will be sharing these plans with the Board at the beginning of next year.
- Oscars Trivia Night is scheduled for Friday, March 31st, at The Pavilion in Marion. The event planning committee is being formed and a sign-up to serve on this committee will be distributed at our board meeting. Monthly committee meetings will begin in November.
- The RD Committee is requesting that board members assist with the stewardship of our donors by signing thank-you notes for our Thanksgiving mailing. We will do this at our November board meeting on November 21st.

Safety & Facilities Committee

Jeff Franklin, Randy Mathis, Rich Thalman, Allegra Frazier, Will Becque met on Wednesday, October 12, 2022, 4:00 pm. Safety Committee met at the Springer Site to conduct the biannual Safety Walkthrough in anticipation of our November External Safety Assessment. After going over the detailed assessment standards, the Committee entered the building during afternoon programming and assessed items such as security and visibility, cleanliness, bathroom safety, proper signage, lighting, and more. Allegra is compiling the observations into a prioritized task list.

Safety Committee will next meet at the Marion Site on October 26th at 4:00, to conduct the bi-annual pre-assessment Safety Walkthrough of that site.

School Task Force

The Task Force met on Tuesday October 11 with Jeff Franklin, Sherrica Hunt, Jenna Jamieson, Regina Glover and Tina Carpenter in attendance. Tina began the meeting by giving all an explanation and update on 21st century CLC grants. 21st Century CLC grants are designed for programs to occur at school sites. For the first 3 years of the grant in Carbondale, District 95 was the grantee and subcontracted the program to BGCSI. The district then decided they no longer wished to administer the grant and BGCSI became responsible. An MOU was written between the two.

Tina reviewed her meetings with the school Superintendent over the spring, summer and early Fall. This was similar to her report at the last Board meeting. The Task Force reviewed the minutes of the Sept 15 attended by Tina, the Superintendent, the Director of Student Services, the principals from Lewis and the Middle School, Dena, BGCSI Director of Programs and Alahna, BGCSI's Director of Elementary School Sites. Tina reported that since that meeting, she has made her site visits and Alahna has given an update to both principals on a daily basis. Tina has received very positive feedback to date.

The committee brainstormed what might be done to further improve the relationship with the teachers, administration and School Board. Two particular concerns were the lack of understanding by all about the structure and content of BGCSI programs and the in-depth screening and training of BGCSI staff.

The following ideas were identified:

1. Individual meetings with all the teachers by Alahna/Dena to apologize for any inconvenience they encountered with last year's program and to answer any questions or concerns they may have.
2. Tina will make a presentation at the January School Board meeting about BGCSI and 21st Century.
3. BGCSI's Board will sponsor a District 95 spring in-service and Board members will meet and greet.
4. Efforts will be made to see if BGCSI's school staff can attend District in-services.

5. BGCSI's Board will take the lead in coordinating a half day summit for Board members of all youth serving entities to discuss how better partnerships can be built to meet the needs of youth in the community.

Tina shared that she is meeting with the Superintendent in two weeks to talk about Lakeland as an alternative site to serve greater numbers.

Next meeting is Tuesday November 15 at 8 AM at the Admin Offices.

Building Task Force/Feasibility Study

Jamie Snyder reported that they are still waiting on Deborah Gates to sign paperwork and return them to the city before they can conclude the building abandonment petition to the court. Tina will meet with Eric Anderson from ACB consulting (the feasibility study) when she is in attendance at the BGCA Midwest Regional Conference the week of 10/18, to talk more about if there any next steps we can take towards movement on the feasibility study.

Community Advisory Committee

CAC met on Wednesday, September 21, 2022 with Dena Haun, Allegra Frazier, Cynthia Busch, Jessica Bond in attendance.

- Opening – Congratulations Halston, Director of Teen Services, for being recognized at Carbondale Community High School's Teacher Appreciation Night at the CCHS Football Game. While not a teacher, Halston was honored by former Youth of The Year Candidate Mason B. for his influence as a mentor and supporter.
- Community Recruitment – CAC opts to have a trunk at the BGCSI Trunk or Treat, which is one of the most popular family events of the year, as a way to meet parents and families and let them know what Community Advisory is and how they can be involved. Cynthia volunteers to man the trunk at Springer, and Allegra can man a trunk at the event in Marion.
- Community Outreach – We have permission to participate as a Club Team in the For Kids Sake 5K on October 8th, however signing kids up has been a little slow due to another event occurring that day that we will be participating in. We are still hoping to get kids involved with both.
 - Later Addendum: BGCSI will not be participating in the 5K due to a variety of factors.
- Lights Fantastic/Chili Supper – Former Board Member Richard Thalman is lined up to loan his trailer for a float, and Cynthia's family can loan the generator. Dena and the programming team have already begun brainstorming a float so they can stage everything for a quick build. Dena, Allegra, and Cynthia are available to cook. Dena and Allegra will look into obtaining temporary food safety certification. Cynthia will request a donation of ingredients from Schnucks as she does each year.
 - Note – we still need a signup sheet for volunteers to serve chili.

- Wrap up – Board Member Jenna Jamieson has accepted a position at the university, and her new course schedule conflicts with her participation in Community Advisory Committee. Dena and Allegra will work with Tina on inviting another Board Member to join the council.



BOYS & GIRLS CLUBS
OF SOUTHERN ILLINOIS

Boys & Girls Clubs of Southern Illinois
Meeting Minutes
September 19, 2022
Board of Directors Meeting
JALC

Attendance

Board Members: Stephanie Wood, Regina Glover, Kathie Fralish, Jenna Jamieson, Lee Hughes, Randy Mathis, Jeff Franklin, Russell Williams, Jeffrey Burgin and Cordy Love

Staff Members: Tina Carpenter, Nicci Graff, Allegra Frazier, Betty Williams and Will Becque

Introductions

Stephanie welcomed Will and Betty to the meeting and asked all to introduce themselves by sharing their favorite BGCSI memory

NYOI Tidbit

Allegra shared a brief report with the Board from the most recent National Youth Outcomes Initiative survey. Seventy–nine BGCSI members between the ages of 9-18 completed the survey. Allegra highlighted the following 4 statements comparing the national BGCA average with BGCSI’s.

	BGCA	BGCSI
I have an interest in STEM.	48%	68%
There are fun programs at this Club.	93%	83%
I get to help make this Club better.	81%	72%
The adults at this Club believe that I will be a success.	94%	93%

Meeting Minutes

the property with a dissolved non-profit as co-owner. The city is petitioning the Court to have the property declared abandoned.

Board Conversation

Stephanie explained that the Board conversation would center on CES #95 and BGCSI's school sites and asked Tina to update the Board.

Tina explained that she and Janice Pavelonis, the School Superintendent, met last May to discuss BGCSI's program at school sites. At that time they talked about possible space issues at Lewis and the Middle School. There was discussion about the possibility of transferring Lewis and Middle School Programs to Lakeland. Recently Tina was asked to meet with the Superintendent, the two Principals and the Dean of Students. She was told there were concerns from teachers and Board about the program and that each site would be limited to 15 members at Lewis and the Middle School.

Tina indicated that following that meeting she spoke with Daniel Booth and then asked to meet again with Janice. During that meeting she explained the history of the 21st Century grant in Carbondale and the \$234,000 awarded for this year for District #95 sites. Tina expressed concern about the issues and problems identified by the teachers. Tina asked Janice to remember that BGCSI members were not the only ones in the buildings after school. Janice and Tina decided that BGCSI would start with 15 members at each school. However, they would meet monthly with the principals and BGCSI site supervisors and try to increase that number. BGCSI site director will be proactive in communication with principals and the CEO will conduct 3 surprise visits weekly.

There was discussion about whether complaints had been aired to the full Board or might it be the case of a small number of teachers and Board members with concerns. A question was asked about the MOU with the schools for the grant and Tina indicated that it did say that the School District was to give BGCSI space.

Jeff asked if we would still be meeting the expectations of the 21st century grant. Tina replied that she had contacted ISBE and confirmed that they would work with us knowing that the goal was to return all members to the school sites and not have them at Springer Street. Cordy suggested that we reach out to the teachers. Regina asked if there had been mention of these issues last Spring and if so, does the Board need to apologize to the School Board. She also expressed concern that poor relationships with the schools would seriously impact a future Capital Campaign. Kathie asked for a clarification on Tina's comment regarding school space allocation dwindling over time. Tina cited the specific changes since the beginning of the grant when we were given access to 3 classrooms, playground, gym and common area at the Middle School.

Russell suggested a School Task Force be appointed to address the relationship with the schools and dispel myths. The Task Force should identify a list of what to address and what can be done each month. There was consensus among Board members that this should be the next step.

Stephanie asked if anyone was interested in serving on the Task Force. Lee Hughes, Jenna Jamieson and Jeff Franklin all volunteered.

Motion to adjourn: Cordy **Second:** Kathie

Board Meeting adjourned at 7:03 PM

**Boys and Girls Clubs of Southern Illinois
Chief Executive Officer Board Report
October 2022**

Fundraising/Community Connections

- Tina and Betty presented to the Alpha Delta Kappa group in Marion on October 6th, invited by Betsy Murphy. Very positive reception
- Received pledge payments for Marion location from Black Diamond (\$10,000) and Peoples Bank (\$5000).
- MOU Signing and press conference with SIU-C, led to much press and WSIU Radio and KFVS12 interview. BGCA also shared the announcement.
- Marion Rotary presentation on September 22nd.
- Kiwanis of Marion hosted a pancake day dinner for the Marion unit on Thursday, October 13th. We deemed it “upside down day”. Marilyn Halstead from the Southern was there and had a headline story in the Southern today! Check it out!
- We are walking in the Homecoming parade! We have great star sunglasses, signs and look forward to some fun!
- We have a table for the NAACP Freedom Banquet for 10/23/22. There are still a few seats at our table available if you would like to join us.
- Met with Justin Dentmon and toured his facility. We talked about his vision, the BGCSI vision and ways that we could partner and work together. Thank you to Daniel for connecting us. This is the beginning of a great relationship.

Upcoming presentations:

- October 18th – Carbondale Chamber of Commerce. The luncheon will be hosted by us in the gym on Springer Street. In preparation for having guests from the community.
- Invited to host a Roundtable Discussion at the BGCA Midwest Conference on 10/19 – topic will be Resource Development and Board Engagement – creating story tellers.

Mission Moments

- Ran into an alum of the Club – Naomi who was telling someone at the Co-op that the BGCSI made a difference in her and her sibling’s life, because we cared enough to give them opportunities to explore the world. She stated that without Randy Osborn and the BGCSI she would have never entertained an opportunity to go to Brazil as a Youth Exchange student.

Grant Updates

- Teen REACH financial packets have been submitted through June – which is FY22. Nicci will begin submitting FY23 packets the week of 10/24.
- 21st Century CLC
 - FY22 ended 8/30/2022 – all financial packets will be submitted by Monday 10/17
 - Nicci will begin submitting FY 23 (September) the week of 10/24
 - Received word today that we should start receiving reimbursements for 21st century in about a week
 - FY23 budgets have already had their first review by ISBE (Illinois State Board of Education). Chris Neahring is anticipating funding flow after the holidays. Fingers crossed!

BGCA

- I was 1 of 18 BGCA CEO's invited to complete a DE & I Certification training/course - 'free' valued at \$4000, there were options to attend the training in several different states and I chose to do it in March, in Chicago.
- Midwest Leadership Conference in Cincinnati Ohio - October 18th – 20th. We will leave after the Chamber luncheon on the 18th. Things get going in the evening.
- Bryan Soady, Director of the Illinois Alliance has resigned effective 11/4/2022. No new replacement has been announced.
- The Alliance Annual meeting is on November 3rd in Springfield. I and Stephanie will be attending.

Personnel

- We are once again experiencing some staff shortages on the programming side. As a result of the incident last Friday, there were several disciplinaries and a few terminations. We have zero tolerance to not adhering to policies, creating an unsafe environment for youth and staff. I am working with Dena, Lead team and new 2 new strong YDP's with extensive experience to provide guidance and support on the best strategies to ensure strong YDP leadership. Held an assembly with Springer Street site this afternoon to talk with the youth about our expectations for them and staff, and introduced the administrative team. It was nice to see the kids and spend some time with them.

Administrative Department Reports

Director of Community Engagement-Will Becque

My first month on the job has been a good one! I've been over to each of our sites to see the facilities and meet some of the kids, I've figured out how to update and add to our website and continually try to create content for our social media channels.

Director of Fund Development-Betty Williams

This month and the month before were all about planning for me! I'm still learning the ins and outs of RD for our organization, so I've focused on a comprehensive RD plan for the remainder of FY23, as well as planning our annual campaign. Additionally, I've been working with our Director of Community Engagement to map out an engagement plan that includes: the launch of our newsletter, the Blue Door Bulletin; a social media campaign focused on community and the work we do with the kids at the Club; and public visibility and engagement with events, etc. Every member of the team has been so welcoming, and each team member has made time in their schedule to help me gain a better understanding of what each of their jobs entail and how all of the puzzle pieces fit together to create a whole picture of the Club. It's really been quite energizing and exciting to work with a team as motivated, kind, and adept as the BGCSI team is.

Director of Finance – Nicci Graff

This month I have been working on the September financials, updating grant spreadsheets, and starting to learn how to do the grant packets. We also have been looking at our health insurance renewal options as well. I feel like I am settling in and really getting to know about the organization and getting to know everyone on the admin team. It feels good to smile again when I come to work.

Director of Program Quality & Impact – Allegra Frazier

October kicks off two of our most important annual self-assessment surveys: the month long CBAT-O (Trauma Informed Care assessment) and the 10 month long ILQPSA (the Illinois Program Quality Assessment). This month I am also working on restructuring our internal procedure for program reporting for grants to make it more fluid and functional for our team. I am also very excited to be heading to the BGCA Midwest Leadership Conference next week!

Director of Programs – Dena Haun

This month has been filled with exciting professional development opportunities and relationship building. From working with the school district to get the school sites launched, to continuing to build our relationship and presence in the high school, to launching swim lessons in Marion with the Marion Hub we have tons of exciting opportunities for our youth and staff! I also had the opportunity to travel to Naperville with Ms. Allegra to learn about the Act Now STEM curriculum at the DuPage Children's Museum. We are eager to bring this curriculum back to Southern Illinois to share with our staff and members. We are gearing up for an eventful Halloween week and will be taking our members to The Pumpkin Glow, Downtown Candy Walk, ArtSpace 304, and the Great Carbondale Pumpkin Race! Our Springer Site and Marion Site locations will

also be hosting our very own Halloween SKEL-EBRATION Trunk or Treat event on Halloween night! We hope to see you there!

Finance Assistant, Carolyn Gallegly

I am continuing to convert accounts payable activity to online payments where possible by utilizing either direct ACH or credit card payments. These incur no fees, and we also lessen expenses for postage, envelopes, and bank checks. Additionally, I am continuing a review of all personnel information entered in our Quick Books system and working with HR to eliminate any missing information. This includes a review of Personal Time Off accruals.

Human Resources Manager, Gabi Valadez

- Met with staff on separate occasion to go over P&P's in light of recent events to answer question, clarify & highlight BGCSI policies.
- Worked/working with our accounting team to ensure HRs portion of payroll / staff documentation is ready for audit.
- Created an art space for Member's art / Vision boards created by Board Members at the admin building.
- Working with Betty to Include WIT Wellness Monthly Awareness topics & highlights within the newsletter, also using her echo our volunteers call.
- Working with Will to echo events needing volunteer on our social platforms
- Creating a space for WIT Wellness bulletin at each site

Respectfully submitted, Tina B. Carpenter, M.S. Ed, LCPC