



**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

January 2022 Board Packet

COMMITTEE REPORTS

Board Development Committee

The Committee did not meet on its regularly scheduled date as the committee was completing the annual chats via zoom with Stephanie and 5 remaining Board members. The committee will meet following the January Board meeting to summarize the responses and distribute to the full Board. The February meeting is scheduled for Monday Feb 14 at 5 PM at Admin Offices.

Finance Committee

A meeting of the Finance Committee was held at the Administrative Offices on 12 January 2022. Attending were Kathie Fralish, Regina Glover, Stephanie Wood, Toni Perkins,, Tina Carpenter and Monique House.

Revised year-end financial statements were provided which reflected adjustments made by the auditors. Kathie indicated that she had also reviewed a Profit and Loss statement prepared by Monique that eliminated the Marion purchase and renovations as well as income and expenses related to COVID which may be valuable in budget planning.

Monique provided information on money which has been received by BGCSI as a result of federal legislation relating to the pandemic. Known as the Retention Tax Credit, \$71,000 was returned to the Club by the government and received in December. It is expected that an additional \$161,000 will be returned in the near future. This income will certainly help our cash flow, which has been of some concern because we have not been regularly receiving reimbursements for our reimbursable grants, primarily because of staffing shortages at the Illinois Alliance, which is responsible for submitting our requests for reimbursement. It was determined that we will retain the money we have received in our operating account, with the intention that it will go into reserves once our cash position improves. The additional money will go directly into reserves when it is received.

Board members will note that as of December 31, 2021, the BGCSI operating account had \$162,664, with the \$71,000 included. It was also noted that while the Marion operating account had \$188,551, \$80,000 of that is already committed for payment of construction costs for the Marion site.

Overall, we are under budget year-to-date for both income and expense, which is primarily a reflection of having fewer staff and serving fewer children.

Aspects of budget planning were discussed, including an agreement to retain the same firm for our annual audit. We also agreed to the Finance Committee continuing to review income and expenses for the Marion site in addition to the financial reports that reflect the financial condition of BGCSI as a whole, at least for another year. Staff is already in the process of preparing the FY23 budget.

Kathie reported that she and Monique have begun to review the Financial Policies and Procedures and will be making recommendations to the Finance Committee.

Legal Committee

Tina reached out to Kara Jones-Daly regarding a staffing situation, which has been resolved.

Resource Development Committee

The Oscars Planning Committee met on January 11th. The budget for the Oscars Trivia Night scheduled for February 25th was set at \$23,800 with expenses being \$9,018 and a net profit of \$14,781. The committee also discussed COVID's effect on the event and it was agreed that this question would be revisited at our next meeting on February 8th. The committee also continued the discussion on the Club's liability for serving alcohol at the Oscars event. We will be adding additional event coverage to the Club's insurance policy and Kara found that the Club could not be held liable if something happened after selling drink tickets at the event. The committee will vote in a secret ballot format sent out by Kassie regarding drink tickets vs no drink tickets. She will send out the survey prior to the virtual meeting to be held on January 31 to approve the FY23 RD budget. Below is an update on the sponsorship, tickets, and silent auction for the Oscars Trivia Night scheduled for February 15th at The Pavilion in Marion:

Sponsorships and Tickets

- i. Presenting Studio Sponsors (\$2,500 In-Kind)
 - 1. River Radio
 - 2. WSIL-TV3
 - 3. Karina Neill Photography
- ii. Executive Director Sponsors \$1,000
 - 1. SIH
 - 2. Murray Patterson
- iii. Producer Sponsors - \$500
 - 1. Heartland Coca Cola Company
 - 2. SIU Credit Union

- iv. Ticket Sales – The committee is asking each board member to sell one table for the event. Kassie will provide a list of past table sponsors.
- v. Silent Auction – Board members are asking asked to contribute to the silent auction items. Three items per board member is the goal. All silent auction items are due to Kathie by Friday, February 4th. The auction will be live and online by Friday, February 18th.

Due to a lack of members being present, the RD Committee did not hold their scheduled meeting on January 11. There will be a Special Zoom Meeting of the RD Committee on Monday, January 31, at 5:30 PM to approve the FY23RD budget. The February meetings of the Oscars Trivia Night Committee and RD Committee will be Tuesday, February 8th, at The Pavilion in Marion. Oscars Committee is at 5:30 PM and RD Committee is at 6:30.

Safety & Facilities Committee

Randy Mathis
Rich Thalman
Toni
Jeff Franklin
Allegra Frazier
Tina Carpenter

The Safety/Facilities Committee held a hybrid meeting at the BGCSI Administrative Office on January 12, 2022 with Randy Mathis, Rich Thalman, Toni Perkins, Jeff Franklin, Allegra Frazier and Tina Carpenter in attendance.

The committee discussed the development of 2022 goals for the Safety/Facilities Committee. One goal, and requirement, is to conduct an annual review/update of all Safety related policies and procedures. The committee will hold a mini “retreat” to conduct the policy review.

Based on new BGCA Membership Requirements, the committee is supportive of new policy that will require new board members to have completed their background check before officially joining the board. In addition to the annual background checks, reference checks will be conducted for all board members. This recommendation from the Safety/Facilities Committee will be forwarded to Board Development committee.

Committee members reviewed and discussed current updates to BGCSI COVID-19 protocols that reflect new CDC and Public Health Guidance.

Randy Mathis agreed to conduct an External Safety Assessment for the Springer Street location. This will be conducted and presented in the same format as the External Safety Assessment Randy conducted for the Marion location. Thank you, Randy – this is a time commitment and very much appreciated.

Committee members are reviewing BGCA Safety Assessment materials and will provide feedback to Tina for submission. The BGCA Safety Assessments are a part of the new BGCA Membership Requirements and BGCSI is participating as a BGCA Pilot Site, additionally we are required to complete a safety assessment for all sites annually.

The committee discussed the purchase of an AED and participation in an AED Concierge Service. Jeff is going to reach out to AED Authority to discuss plan options that could be considered.

Building Task Force/Feasibility Study (Confidential)

There have been some positive outcomes towards the possibility of attaining the adjoining property to the Springer Street site for expansion. Deborah Gates reached out to our attorney via Facebook and relayed that she is very interested in selling the property and would be extremely happy for the BGCSI to have it. Due to her living in Bolivia, she put our attorney in contact with her son Lance “Kyle” Gates who lives in Carbondale. Kyle will get the information from Deborah regarding the asbestos abatement work. At this point, both the city and Gail White have been contacted on the next steps (i.e., appraisal of the property, demolition bids and grants for demolition).

Spoke with John Biggins from ACB (company conducting feasibility study) to give him an update. We will reconvene the Study group in late February/early March to catch the team up. In the meantime, besides the meetings with the city and architect, I have set up a meeting with Sheila Simon to catch her up and see if she will attend meeting with city. I have also set up a meeting with Terri Bryant and Paul Jacobs to update them as well as see where we are at with the \$100,000 Terri put into the capital infrastructure budget for a new building for BGCSI.

Marion Updates

The Club is open, and we now have 2 YDPs hired. We have 50 youth enrolled. The biggest challenge currently is transportation to the Club. The school bus company does not have enough staff to provide complete transportation to the Club. We have discussed options with Rides Mass Transit, churches, etc and continue to try and come up with a plan.

Community Advisory Committee

No report available.



**BOYS & GIRLS CLUBS
OF SOUTHERN ILLINOIS**

**Boys & Girls Clubs of Southern Illinois
Meeting Minutes
December 20, 2021
Board of Directors Meeting**

Attendance

Board Members: Kathie Fralish, Cordy Love, Regina Glover, Jenna Jamieson, Hope Jones, Ginger Murray, Russell Williams, Stephanie Wood, James Mayer, Rich Thalman, Toni Perkins

Staff Members: Monique House, Kassie Taylor, Tina Carpenter

Board Conversations

The question: What role does the Boys and Girls Clubs of Southern Illinois play in violence prevention? was discussed by the board. There was a long discussion about what the club does to stem violence including teaching conflict resolution, staff training for de-escalating situations, strong relationship with the police, parenting workshops, and mandated reporting. The Teen Reach grant is all about violence prevention with programs Smart Girls, Passport to Manhood, and Street Smarts training. The youth have had a challenging past two years, and we know they are fragile, stressed, and at greater risk of violence. Although we don't have a lot of data about the outcomes of some of the training, we know the more frequently the kids are in the club the better they perform academically.

Meeting Minutes

Motion to approve: Kathie

Second: Ginger

The minutes from the November meeting were approved.

Treasurer's Report

Motion to accept: Regina

Second: Toni

Kathie highlighted that we recently received a clean audit. Other details are included in the board packet.

The treasurer's report for October and November financials was accepted.

Board Motion

To approve the revised By-Laws with a change to Article III Officers Section 6 Vice-Chairperson of the Board stating the Vice-Chairperson will serve as chair of a board committee.

Motion to approve: Russell

Second: Cordy

The Board Development Committee made some changes to the By-Laws including cosmetic changes, proper or updated titles, changes in committee structure. The details are in the board packet. One change was made to the committee's wording regarding the Vice-Chairperson chairing a committee. The board consensus wanted to allow the VC to choose the committee which they chair based on their own talents and skills.

The motion was passed.

New Building Update

Tina has been in contact with an attorney from FMGR, Jonathan Mitchell, who has attempted to find Deborah Gates, who owns the property of interest, via Facebook and by sending a letter to her last home address. There were questions about FMGR representing us in this matter due to expense and their lack of response to Tina's emails.

Tina proposed that we have Randy Mathis conduct a building assessment of this Springer site in hopes of convincing the City of Carbondale that it needs to be condemned thereby allowing us to proceed with acquiring the property for our new club site.

State of the Organization Address

Tina's power point presentation began with a review of our *mission* "It's for the kids" and our *vision*: to raise up a generation who will change the culture of the community for generations to come.

The *values* we try to instill are collaboration, empowerment, community, integrity, and relationships.

20 20–20 21 was a balancing act. We had to focus on academics and be school for the kids while schools were closed. For 14 weeks the staff worked 8-10 hour days. For 52 weeks the staff worked 10 to 12 hour days for remote learning.

We need to *celebrate* our successes! Although our enrollment declined, we have lots of new kids and the average daily attendance is higher because these kids come regularly to the club. There is a recruitment plan to rebuild the teens program.

A slide showing the *revenues* for past years demonstrates that we are growing every year. This slide was emailed to the board.

The club has been using Bloomerang for our email database which has now reached 3000 people. Our *donor* retention rate is 47% which is higher than the national average.

Our fifth site, *Marion*, has opened! We raised over \$900,000 for this club.

Our biggest *challenge* is in hiring staff. We have 22 *positions* available to fill at this time. The board is asked to send out information to try to help recruit staff to work in our clubs. A new onboarding plan is to have board members meet the staff to improve the work culture and environment. We would like to create a culture of reward, renewal, value, and mission – not just survival.

Future changes planned are to rewrite the mission statement. We want to ensure the public knows the club is for everyone, not just the income disadvantaged. We also want to lead with our strong stories of success.

Boots on the Ground is a new initiative for the administrative staff to spend some time with the kids as YDP's. Board members are encouraged and welcome to come! Quarterly dates have been set: Jan 18, April 13, July 20, and Sept. 21.

Staff/Board Holiday Fun

Stephanie referred to the fliers given out and reminders about the upcoming Holiday party with staff at Bandana's.

Motion to adjourn: Toni

Second: Jenna

Meeting was adjourned at 7:12 pm

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

Fundraising/Community Connections

- Received \$10,000 from Brad Hill for Marion, as well as several other donations. Pledges
- Year-end mailer is currently at \$6,187.00. We continue to receive funds almost daily.
- Several other large donations were received (i.e., \$10,000 from a lapsed donor, \$25,000 from Kohl's).
- We were awarded \$5000 from BGCA to participate in a SMART Girls/Passport 2 Manhood pilot with revised activities that are more inclusive in nature.

Did You Know?

- Youth of the Year has been changed to March 2nd.
- Bank of Carbondale (our bank) is merging with First Southern Bank
- Springer Street has new flooring in the bathrooms? They look fabulous!

BGCA

- The National Conference is on this year and it is in Chicago May 4-6. BGCA is pushing to have all Illinois clubs represented at this conference. Deadline to register and receive a discounted rate is 2/13 at \$350. After this it will be \$450. I will be applying for scholarships for myself and at least one admin team member. I would love to take board members with me. Please let me know if you are interested.
- Monique, Kassie, Elycia and I have been participating in ALP (Advanced Leadership Program) and were due to attend the in-person portion of the training at the end of the month. Due to many factors we are postponed until June. We will begin working on our project before then and will that much closer when June arrives.

CHALLENGES

Reimbursements for Teen REACH and 21st Century Grants:

- Had a conversation with BGCA as to concerns about poor communication from the Alliance, especially with regard to the significant delay in receiving reimbursements from the Alliance. Although, it is not a huge surprise with 21st Century, it is not usual with Teen REACH. I am aware of staff turnover at the Alliance but needed to express concern of poor communication.
- Less than 24 hours after this conversation, the Alliance reached out to us to inform that they had hired someone to handle 21st Century (funds should be 'flowing' early February) and we should be receiving Teen REACH funding as early as next week.

COVID19:

- Keeping up with the constant changes in COVID19 protocols, especially since the beginning of the month has been ongoing. It has fallen more on our organization to track,

trace and set dates for staff or youth to return if testing positive or exposure, etc. Illinois Department of Public health has moved the tracing from county level to state level. Although the health department has been extremely helpful, especially Paula Clark, they can only provide guidance and answer questions at this time. The updated COVID19 policy was reviewed by Safety committee and is included as an attachment in the board packet email.

Personnel:

- As reported via earlier this month, we continue to face staff shortages, either due to COVID protocol or just not having enough people hired. We also have had several people out for other health reasons.
- We have several (6) strong candidates with 2 of them being internal candidates for the Director of Program Services position. On Wednesday the search committee (Tina, Monique, Stephanie and Jenna) will receive packets to review and rank order. We hope to set up interviews before the end of the month.

Human Resources Report

The new year has brought with it some staffing changes, but hiring has been on an uptick since the close of the holiday season. Since Christmas, we have received nearly 60 applications across all open positions and sites, and have welcomed a new Springer Front Desk Clerk, a new Social Worker at CMS, and six Youth Development Professionals. As of 01/14/2022 we have numerous interviews lined up and have several promising potential hires in the post-interview stage of their application. Below is a list of positions we are currently accepting resumes for.

Admin:

Director of Program Services (FT)

Springer:

Social Worker (FT)

4 YDPS (PT)

CMS:

5 YPDS (PT)

Lewis:

Site Director (FT)

2 YDPS (PT)

Rebound:

- **FULLY Staffed!**

Marion:

4 YDPS (PT)

Boots On The Ground

As mentioned at the December Board meeting, we have established 4 dates to conduct the Boots on the Ground to engage admin staff and the board at all of our sites, so we can be in the thick of our mission. The first one is Tuesday, January 18th from 3:00 – 5:00 pm for all sites, except Rebound which will be from 11:30 am – 12:30 pm.

Please choose one of the links below – they are site specific. If you sign up and need a Club shirt, please let me know and you can come by admin office to pick up your shirt.

Doodle link for signing up at a site

<https://doodle.com/bp/tinacarpenter/boots-on-the-ground--rebound>

<https://doodle.com/bp/tinacarpenter/boots-on-the-ground--cms>

<https://doodle.com/bp/tinacarpenter/boots-on-the-ground--springer>

<https://doodle.com/bp/tinacarpenter/boots-on-the-ground--lewis-school>

<https://doodle.com/bp/tinacarpenter/boots-on-the-ground--marion>

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