



**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*

## **March 2022 Board Packet**

### **COMMITTEE REPORTS**

#### **Board Development Committee**

The Board Development Committee met Monday March 14<sup>h</sup> with Cordy Love, Regina Glover and Tina Carpenter in attendance.

The committee reviewed the list of Board members in the Class of 2022. Cordy and Regina each identified who they would contact regarding their willingness to run for another term. The deadline is April 30 for incumbents to respond.

The procedure for recruiting future Board members was finalized in light of the new BGCA requirements and Safety committee's recommendations discussed at the last meeting. Before any formal contact is made with an individual about their interest in serving on the Board their name must be announced at a monthly Board meeting. Board members and staff will have one week to inform the BDC of any concerns they might have about a nominee. Individual meetings will be scheduled with prospective Board members. If at the conclusion of the meeting, an individual is willing to have their name submitted to the Board they will be given the Background Check form and a Reference form. A successful Background check is required for all Board members and volunteers. If a potential Board member has volunteered or worked at another BGCA site, the CEO is required to call that Club for a reference.

Prior to the committee meeting there were 8 names on the list for potential Board members, Cordy offered two more and Tina a third. The names will be shared at the March meeting.

Board member attendance and Board meeting content were the final items discussed. The committee agreed we need to implement the Zoom option on a consistent basis. Tina will talk with James about how to best organize the technology.

Several ideas were considered to strengthen the Board agenda. The need exists to inform all Board members on special topics and still recognize the work of committees. For example, the

suggestion was made that the Safety Committee share with the entire Board an overview of the safety study for Springer Street. Efforts will also be made to increase the comfort level for all to speak up at board meetings.

The next meeting is Monday April 11 at 5 PM.

### **Finance Committee**

The Finance Committee met on March 16 at the Administrative Building. Attending were Kathie Fralish, Regina Glover, Tina Carpenter, and Monique House. The Financial reports for the month of February were reviewed. It was noted that administrative salaries have begun to be allocated to the Marion site and money will be transferred from the Marion operating account to the BGCSI general operating account. Expenses will also be reflected, and the money transferred as appropriate. It was noted that had we not received the refund from the government for the Employee Retention taxes, we would be showing a negative YTD net income. Hopefully we will be receiving additional funds from the same source.

We received the news that 21st Century funds should be arriving shortly and will certainly improve our cash situation. The cash flow report showed that revenues were slow over the last couple of months and expenses were unexpectedly high. Tina pointed out that the next couple of years, BGCSI will be focusing on “rebuilding” - number of youth served and average daily attendance, staffing, revenues, and partnerships.

Final review of the revised Financial Policies and Procedures will occur once additional members of the committee have had the opportunity to take a look at them.

A special meeting for the Finance Committee to discuss the first draft of the FY23 budget will be held on March 30.

### **Legal Committee**

Tina did meet with Jonathan Mitchell of FMGR to strategize the next steps in gaining information on the feasibility of acquiring the property adjacent to the Springer Street site.

### **Resource Development Committee**

#### **Oscars**

Members at the March 15th meeting were CJ Nelson (phone), Russell Williams, Jared Garrison, Kathie Fralish, Karina Neill, Tina Carpenter, and Kassie Taylor.

Trivia Night at the Oscars

Alcohol – The committee discussed drink ticket prices to be \$2 each and agreed to the following: Soda – 1 ticket, Beer – 3 tickets, Wine – 4 tickets, and Mixed Drinks – 5 tickets. Kathie suggested that a statement be placed under drink menu stating that drink a portion of the proceeds from drink sales will benefit the BGCSI. Bartenders will oversee carding all attendees. Kassie had not yet heard back from Martini Joe’s regarding the drink ticket prices. After the meeting, Martini Joe’s commented that the prices for liquor were a little high. Since the variation in cost to the Club for liquor (mixed drinks) ranges between \$4 and \$7. It is suggested that we lower the price for mixed drinks to the same as wine (4 tickets rather than 5).

Marketing –

- PSA on Radio – Tina recorded PSAs that are currently running on River Radio.
- Email Blast – Kassie prepared an email blast to distribute to donors to preview the Silent Auction. It went out on Wednesday, March 16.
- Tina will return to live radio on April 5<sup>th</sup>.

#### Sponsorship and Tickets

- Sponsor Gifts – Deadline to submit numbers for the sponsor gifts is March 17<sup>th</sup>. Kara will pay for the cost of the popcorn again this year.
- Ticket Sales – At this time we have sold approximately 200 tickets.

Silent Auction –All photos have been taken of the items. We have over 75 items this year. Kassie and Kathie are meeting next week to arrange the items online and that evening.

- Volunteers – Kathie reported that we need 10 volunteers in addition to board members. Kassie and Tina have listed the Oscars as an option on Kohl's and they are promoting it internally to their employees/staff. Kassie will also reach out to Saluki Scholars in Action volunteers to get assistance. In addition, Kassie will reach out to Dara to see if she can ask the fraternities and sororities that help out at the Club as well.

Next Oscar Meeting: Tuesday, March 29, 2022, 5:30 PM, at The Pavilion in Marion

#### **RDC**

Members Present: Russell Williams, C.J. Nelson (by phone), Tina Carpenter, and Kassie Taylor

1. Lapsed Donor Outreach – Information is being assembled for the Letter Writing Party following the board meeting on Monday, March 21.
2. Blue Door Society – Kassie is working on preparing the Blue Doors Society packets to be sent out on Monday, April 11<sup>th</sup>. The packets will include:
  - a. Invitation to the Blue Doors Society Breakfast
  - b. Explanation about the Blue Doors Society
  - c. Acknowledgement Card and Return Envelope

Next Meeting: Tuesday, April 12, 2022, Location TBD.

#### **Safety & Facilities Committee**

The Safety and Facilities Committee met on March 9th at the Administrative Offices on Lewis Lane. Committee members present were: Barb Shiplett, Hope Jones, Allegra Fraizer, Tina Carpenter, Jeff Franklin, Randy Mathis, and Toni Perkins.

The committee reviewed the MOU and other materials related to the BGCSI's involvement/participation in the BGCA's External Safety Assessment Pilot Program. Due to the time commitment of the staff and safety committee members, a motion was passed to request our participation be moved to June when schedules become a bit more flexible. The Safety and Facilities Committee continues to be supportive of the BGCSI's participation in the pilot

program. If the External Safety Assessments are approved as a part of the new national membership requirements, our participation in the pilot program will save the club \$6000 in fees, provide an assessment foundation on which to build, and provide a two-year timeframe before we would need to conduct an external assessment at our expense.

The Committee also reviewed changes to the Incident/Accident report form and reporting process. A new BGCSI Data Dashboard was shared and discussed. The committee will have an opportunity to customize data collected and utilized to support efforts around improvement and accountability.

Incident/Accident reports and data review will be permanent agenda items for all Safety and Facilities Committee meetings.

We will also be exploring how data can be utilized to support our efforts and those of our community partners. Following a similar framework to outlined in the Whole School, Whole Community, Whole Child Model.

### **Building Task Force/Feasibility Study (Confidential)**

Tina met with Jonathan Mitchell from FMGR and developed a plan to gather all necessary steps in order to ascertain the feasibility of acquiring this property in order to complete our study and begin a capital campaign. Jonathan will gather the costs associated with asbestos abatement, demolition, back taxes, assessment of the property and a price that could be offered to Deborah Gates to purchase. Tina met with Gary Williams to discuss the property, the urgency to assist with the process. Gary stated that he and other city employees are very much in favor of us acquiring this property and to build our new facility there. He did state that ARPA funds can be used to purchase the property, asbestos abatement, demolition, etc. He also is going to discuss with the City Attorney if the city can assist in acquiring the property and then transfer to us. He was thinking that may be a quicker solution. Tina will be applying for ARPA funds for the cost of the aforementioned totaling approximately (\$675,000).

### **Marion Updates**

The Marion task force, now called the Marion Fundraising committee will meet on March 22<sup>nd</sup> to develop a plan to raise the remaining funds for the renovation work and year 2.

### **Community Advisory Committee**

Staff appreciation updates ideas

- Taco Bell, McAlister's - Halston
- Wellness programs - consider 1 pm option - i.e walk at track, yoga, art/photography, etc

- Employee incentive program - point systems for prizes, tracking by HR

#### New Year, New Goals

- Increase community awareness
- Develop messaging - letting people know about us/where we are at
- Continue staff appreciation incentives
- Jenna will draft a paragraph and flyer to send to Dena and Allegra so it can be put in BGCSI social media, website and CCHS Facebook



**BOYS & GIRLS CLUBS**  
OF SOUTHERN ILLINOIS

**Boys & Girls Clubs of Southern Illinois**  
**Meeting Minutes**  
**February 21, 2022**  
**Board of Directors Meeting**  
**John A Logan College H126**

**Attendance:**

**Board Members:** Jenna Jamieson, Randy Mathis, Hope Jones, Kathie Fralish, Regina Glover, Russell Williams, Cordy Love, Stephanie Wood, Rich Thalman

**Staff Members:** Tina Carpenter, Monique House, Allegra Frazier

**Board Conversations**

Tina led a discussion on the definitions of diversity and inclusion. In the handout that she presented, diversity is: a state of being, who we are, and is ungoverned. Inclusion is a practice, a behavior. Inclusion could be governed with policies and procedures. The board discussed the reasons for making a distinction between diversity and inclusion and the need for an inclusion statement for BGCSI. Tyrell, of BGCA, is going to Zoom in with the lead team and help them refine the inclusion statement.

**Meeting Minutes**

**Motion to approve:** Kathie

**Second:** Regina

**Minutes from the January meeting were approved.**

**Treasurer's Report**

Kathie highlighted some information from the board packet concerning \$20,000 that was transferred back to the reserve account from the operations account. The club is still waiting for grant reimbursements from 21st Century. We have a cushion for the time being from the Retention Tax Credit.

**Motion to accept:** Rich

**Second:** Hope

**The January treasurer's report was accepted.**

**New Building Update**

Our next steps for the property are looking into asbestos abatement reports, and getting bids to demolish the building. Tina will use the abatement report to ask the city for the funds to demolish the building. The owner wants to sell the property but we need someone to evaluate the building and see what needs to be done in order for the demo to be completed. We need to move this along as quickly as possible so we know which route to go: build a new building or use this property. For more details refer to the board packet.

## **Annual Campaign Update**

Russ highlighted some ideas from the Resource Development committee to make up the \$30,000 Annual Campaign deficit.

1. Letter writing party for our lapsed donors. We will make this a fun event following the March board meeting.
2. Create a Blue Door Society recognizing \$1000+ donors. These donors will be recognized at a breakfast at the Carbondale or Marion location. We will ask them to bring a guest to introduce to the club.
3. Ask regular/monthly donors to increase their gifting by \$5 per month.
4. Make a formal ask for monthly donations at the Oscar event
5. Round Up app was explained. Anyone can set up their app to round up their credit card bills and donate the extra to BGCSI.
6. Amazon Smile program where Amazon donates 0.5% of a purchase price to a charity.

## **Oscars**

Silent auction- Kathie suggested some items needed for the baskets: beer, wine, Saluki stuff, gift cards, and golf items to reach our goal of 70 baskets. The online auction goes live on April 1; items can be delivered to Kathie or the Administration building.

Ticket sales- Russ informed the board that tickets are already available for purchase online. Board members are asked to sell a table for 8.

Volunteers- Kathie passed around a sign-up sheet for volunteer opportunities before, during, and after the event. There are many ways for board members to help.

Orange Beach Raffle- Ginger's client is offering a week stay at their beach condo in Alabama. We will offer 100 tickets for sale at \$100 each to win this auction item. These tickets are already available for purchase.

## **Youth of the Year**

Wednesday, March 2 is the Youth of the Year program at the SIU Ballrooms at 6:00pm. Tina reviewed the names of the candidates: Abraham Cooper, Mason Bell, and Marjion Henry. The Junior Youth candidates are Cody Johnson, Zora Bush, and Lyric Thompson. Layni Martinez will receive the Rising Star award, a new category, from her journalist mentor. The tickets are \$25 each and everyone is invited to come.

## **BGCSI Organizational Hires and Changes**

As detailed in Tina's CEO report, the club has hired Dena Haun as our Director of Programs. Allegra Frazier has been moved to the new position of Director of Program Quality and Impact, which left a position available for Human Resources Manager which has been filled by hiring Gabby Valadez from the Marion location. Tina is very excited to have these positions filled. We do still have some openings at several locations.

**Motion to adjourn:** Rich

**Second:** Randy

**Board meeting adjourned at 6:44pm**



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

**Fundraising/Community Connections**

- SIU Ag Council raised \$1372 for Boys & Girls Clubs of Southern Illinois.
- Received award letters for OJJDP (office of Juvenile Justice Delinquency and Prevention) grants for Lewis and Springer Site at \$20,600 each. Same amount as last year.
- We will be awarded \$6,610 from Taco Bell Foundation, a small increase from last year.
- I submitted a grant request to the City for ARPA funds for a total of \$721,835.52. This is for \$146,835.52 in revenues lost in 2020 and 2021 due to COVID19 and the remainder to acquire the property on Springer, demolition the building, etc.
- The HUB in Marion received a Learn to Swim grant and Dena and Alex with work with Andrew and Chris to coordinate 50 youth in grade 2-5 from the Marion unit to take part in swim lessons for 10 weeks, starting in August!
- On March 30<sup>th</sup>, it will be a day of Rotary Clubs:
  - the Carterville Rotary Club will be holding their meeting at the Marion Unit at 7:30 am. I will host them and encourage any board member to join me.
  - The noon Rotary Club of Carbondale will be having their annual meeting where they give out grant awards and we are receiving \$1000 for our new music room and program at Springer Street. Thank you Ginger for once again sponsoring BGCSI!

**Did You Know?**

- That Kathie Fralish is being inducted into the Hall of Fame for the BGCA Illinois Area Council on April 11<sup>th</sup>? We are excited to share this honor with her. There is still time to register if you would like to join us for the Area Council meeting and Youth of the Year celebration. It will be held in Bloomington!
- The impact report is included with your board packet documents – although our numbers were down – our ADA (average daily attendance is one to be proud of). Out of 686 enrolled members – ADA was 480! Our ADA in 2020 was 342. That is a big increase. As we rebuild in the next 2 years – our goal is to continue the high ADA and increase enrollment.

**BGCA**

- External Safety will be in June (late June) – no specific date set yet.

***Mission Moments***

- **Marion**  
“Had a great moment today after some members were teasing each other. I had the group sit down and write 5 things they like about themselves and 5 things they like about the other members. After they finished sharing two members who haven't been getting along hugged and made up!” – Alex, Unit Director
- **Lewis**  
“At Lewis I have been adamant about members learning what true friends and what does that look like at their age. After a conversation with Ashanti and myself, the member has

actively started hanging out with members who accept her for who she is. “ Joe, Site Director

### **COVID19:**

- We aligned with the schools and communities and are mask optional organization wide. Unvaccinated staff are no longer requested to test weekly. We continue with daily health screenings and safety.

### **Administrative Department Reports**

**These reports are only a snapshot of each administrator’s top priorities of the month. It is definitely not all inclusive. But I believe this will give you a some insight of what the day to day is for our administrative team.**

#### *Director of Development – Kassie Taylor*

It’s been a busy month: Prepare Lapsed Donor Retrieval Packets for the Board’s Letter Writing Party. Trivia Night at the Oscars is a big part of my everyday at the moment. Preparing the invitations for the Blue Door Society breakfasts.

#### *Director of Finance – Monique House*

Priorities this month have been developing and preparing the FY23 budget proposal. Updating the Financial Policies and Procedures. Working closely with the Board Treasurer. Careful management, monitoring and analysis of the organization’s financials. Onboarding our new Human Resources manager, Gabi Valadez and interviewing for a Finance assistant.

#### *Director of Program Quality & Impact – Allegra Frazier*

This month, I’ve been studying the requirements for grant providers such as Teen Reach, creating our Impact Report, and working on assessing our impact, which includes making sure our staff is prepared for our upcoming National Youth Outcomes Initiative survey. In addition, it's my understanding that the role of Director of Program Quality & Impact is yet another BGCSI innovation that other Clubs want to emulate, so I'm working to set a good example in the position!

#### *Director of Programs, Dena Haun*

Over the last few weeks I have been working on completing trainings through BGCA.net, learning policies and procedures, grasping and understanding all program areas, attending meetings (BNI, Chamber, CCHS, 4-H Club), events (Youth of the Year, Phenomenal Woman Showcase) , and club/site visits (Marion, Lewis, CMS, Springer, Rebound). I am actively observing and gaining an understanding of the foundation of BGCSI processes, company culture, as well as understanding future strategic plans. One specific priority has been to manage and understand all staffing dynamics and gaps in employment needs. Next, I have been focusing on developing a foundational system for staff day to day operations. Lastly, I have been creating flow on how to conduct daily, weekly, and monthly tasks in a timely manner.

*Human Resources Manager, Gabi Valadez*

Having been in my new role for only a few weeks now, I have been learning about the onboarding process, putting my flair on the systems, and creating a warm culture and environment for our administrative team and our employees.

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