



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

August 2022 Board Packet

COMMITTEE REPORTS

Board Development Committee

The Board Development Committee met Monday August 1 with Cordy Love , Jenna Jamieson, Tina Carpenter and Regina Glover in attendance. The committee reviewed the Class List and placed Sherrica Hunt in the class of 2024. There are now 5 members in each of the three classes and three spots remain to be filled on the Board. Tina had the updated Committee List and it will be add to the Board Portal in the coming month.

Jenna volunteered to facilitate the Board member of the Year nomination process. Cordy will be the committee member to present the award at Blue Jeans 4 Blue Doors in September.

The committee discussed changes to the Orientation for new Board members. The committee will chat with Allegra about highlights of program data that might be included. Sherrica's orientation was scheduled for Monday August 8th.

Tina gave an update on Colten's training and expectations for the website updates. Tina will coordinate with staff for new member photos and nametags. Employment updates will be done for Jenna and Cordy. Cordy will also get a new picture as he is disheartened with the current one.

The final item of discussion was nominees to fill the remaining slots on the Board. The committee identified at least 6 names it will announce at the August meeting for consideration. Committee members also identified other individuals they would try to connect with prior to the meeting, so there may be more than 6 read at the meeting.

The September meeting of BDC is TBA.

Finance Committee

The Finance Committee met on 3 August 2022 at the Administration building. Attending were Kathie Fralish, Stephanie Wood, Regina Glover, Tina Carpenter and Nicci Graff. In reviewing the financial reports, it was recognized that there are still questions regarding recording of information that will need to be resolved prior to producing accurate reports. Nicci will be consulting with the auditors and other advisors in order to ensure that reports are accurate. She is on a previously planned vacation and will resolve the concerns once she has returned.

Nicci presented a newly formatted summary report which could be used to provide information to the board on a monthly basis. The format was approved by the Finance Committee.

Nicci has already met with the auditors and has begun submitting electronic records for their review.

Tina provided an update on Teen Reach reimbursable grant submissions and payments and is preparing a similar report on 21st Century.

The Committee is optimistic that we will be caught up with accurate reports as well as cash flow projections at the September meeting and be able to begin planning for the fall.

As of August 3, 2022 cash on hand for operations was \$174,770.25 plus \$3102.46 in the building fund.

Human Resources Committee

No meeting this month

Resource Development Committee

The Resource Development Committee met at Touch of Nature on August 8th with Sherrica Hunt, Jena Jamieson, Ginger Murray, CJ Nelson, Russ Williams, Tina Carpenter, and Brian Croft and Nicole Gray (Touch of Nature) were in attendance . The following was discussed:

- The inaugural Blue Door Society Breakfast is Thursday, August 25th, from 7 to 9 AM, at the JALC Conference Center. We are thanking our \$1,000-plus (Blue Door Society) annual donors with the breakfast sponsored by Naomi Ariel and JALC.
- The Blue Jeans 4 Blue Doors event is Friday, September 9th, at 6:00 PM at Touch of Nature Environmental Center. We will be indoors and outdoors at Freeberg Hall. We are continuing to gather sponsors for the event. Tickets (\$45) are now available online. We had requested Karegan Woodz and King Juba but they are not available, as our music entertainment for the evening. Awards (John Cherry Heart & Soul Award, Business of the Year, Blue Door Award, and Outstanding Board Member of the Year) will be given at the event. Also, board members are asked to contribute to the raffles at the event. The deadline for contributions is September 9th.
- The Lawler-Brown Law/Black Diamond golf outing fundraiser is at Kokopelli on September 12th. Teams are \$500.
- The new Director of Donor Relations & Community Engagement position has been posted. We discussed recruiting for this position and opportunities to expand our

BGCSI marketing (social media, website, etc.) efforts.

Safety & Facilities Committee

Safety committee did not meet this month

Building Task Force/Feasibility Study

See board retreat minutes

Community Advisory Committee

7/20/22 Advisory Committee Updates

Committee Reminders/Recruitment

- CES 95 is waiting for school to begin to determine who could potentially serve
- Committee meeting location will remain at the BGCSI Administrative Building
- Adding a Marion Branch Manager from Woodforest National Bank to committee

Teen Recruitment/Events

- CCHS Open House - 8/26; BGCSI is able to have a table per my conversation with Mr. Booth (please coordinate with Jenna)
- CCHS Fall Festival - 10/15 @ 5; BGCSI can have a table per my conversation with Mr. Booth (please coordinate with Jenna)
- Parent Involvement Nights coming up - Dena will be sharing details about committee activities

Staff Retention/Wellness

- JB will offer a wellness day on 7/30 - Location/Time TBD
- Kennedy may be interested, but on pause at the moment
- Water Bottles are being created and given out to BGCSI staff at next all staff meeting

Community Event Reminders/Flyers

- Jessica to hang golf and Blue Jeans 4 Blue Doors flyers at bank
- Jenna will drop off flyers for Blue Jeans 4 Blue Doors and golf outing to CCHS and elementary buildings



BOYS & GIRLS CLUBS
OF SOUTHERN ILLINOIS

Boys & Girls Clubs of Southern Illinois
Meeting Minutes
July 18, 2022
Board of Directors Meeting
JALC

Attendance

Board Members: *Stephanie Wood, Regina Glover, Jenna Jamieson, Lee Hughes, Randy Mathis, Jeff Franklin, Kara Jones-Daly, Toni Perkins, Russell Williams, Jeffery Burgin, Rich Thalman*
Staff Members: *Tina Carpenter, Nicci Graff, Dena Haun, Colten Nolen*

New Member Introductions and Pinning

Stephanie introduced Jeffery Burgin and Lee Hughes to the Board and presented them with the BGCA Board of Directors pins. Fellow Board members and staff introduced themselves to the new members.

Meeting Minutes

Motion to approve: Regina

Second: Russell

Motion passed unanimously.

Treasurer's Report

Board Motion – 1

To approve the board resolution to apply for the CACFP grant. The acceptance of the grant will be reviewed and voted on at the time of receipt, after the finance committee reviews the budget and assures that it will cover all of the costs associated with staffing, food service and delivery.

Motion to approve: Regina

Second: Randy

Regina explained that the Child and Adult Care Food Program grant application requires Board approval for the agency to submit the grant application. Staff believes the request might be around \$300,000. Discussion centered on why a change needs to be made. Staff identified concerns with the present provider. If BGCSI receives the grant there will be greater control in serving nutritional snacks and meals, as well as coordination of nutritional education.

Motion passed unanimously.

Board Development

Board Motion - 2

To approve Sherrica Davis Hunt as a new Board Member.

Motion to approve: Regina

Second: Jenna

Motion passed unanimously.

Springer Street Building City Update

Board Motion – 3

To sign contract for ARPA grant contingent on board approval to move forward with project. No funds will be expended until the board approves the project to move forward.

Stephanie initiated discussion by asking all to review the Spring Street Building Timeline distributed at the meeting. (See attached). Stephanie then gave a brief overview including the issue of increasing graffiti at Spring Street, the many maintenance concerns with the building and the need to upgrade or move in the near future. The city recently awarded BGCSI \$518,000 to demolish the old high school (200 Springer Street) if ownership can be transferred to the BGCSI. The city is working on trying to get the owner to give the building to the city and they would transfer ownership to BGCSI for \$1. The Club would then use the ARPA funds to demolish the building.

Board discussion raised the following questions:

Will a new building in the same spot stop the graffiti from occurring?

How accurate is the \$518,000 figure to complete demolition?

How much green space would there be compared to Lakeland?

What about Property Taxes on the building?

What role is the city taking in working with the owner? Our lawyer's role?

What impact would not taking this money have on our relationship with the city?

What options exist to sever the contract once signed?

Do we have to build on the property if proceed and accept the ARPA dollars?

How much would a new building cost at Springer Street?

Jaime Snyder and Gary Williams were not able to attend. Tina, Stephanie and Randy were able to answer many of the questions. Randy explained that if the building were demolished and no new building was constructed the open space would deter vandals from tagging in the area. A new building would not necessarily attract taggers. "Broken Windows" theory holds that it is much harder to break the first window. However, if other windows are broken, there is little deterrent to adding one more.

Stephanie reported that City Council was 100% in support of BGCSI receiving the full \$518,000 for demolition. The city is interested in cleaning up the neighborhood eliminating safety concerns. It is important to remember that all of this is contingent on the city acquiring the property and there are no major surprises once access to the building is granted. Tina and Jonathon Mitchell determined the cost for demolition. The present owner does owe back taxes, however that is not a concern for us. If we were to acquire the property, the necessary paperwork would be done to indicate non-profit ownership.

Tina and Toni shared that there is more green space at Lakeland, however the School District may not make a decision on what to do with Lakeland for another year. Stephanie reported that from discussions with Gail White, a Springer Street building might be about \$5 million. The city has an interest in the new building keeping historical elements from the old high school. She also mentioned that the historical element might assist in connecting with donors. The city attorney is taking the lead in communicating with the owner and filing needed legal documents.

Stephanie asked that we move forward and consider the motion to sign the contract. Kara asked to see the contract and expressed concerns about “inhabiting” the site. Without city representation at the meeting, it was not clear if we could sever the contract after signing and if we would be required to build there. Regina and Jeffrey asked that we table the motion and ask the city to let us discuss the contract at the August 6th Board Retreat. Tina said she would be happy to speak with Gary about an extension. Tina then read a text that she just received from Gary indicating the city expected 10-year occupancy. Kara, Tina and Stephanie will follow up and get clarification before the retreat.

Yearly Forms

Tina reviewed the forms (Code of Ethics, Background Check, Annual Pledge and Photo Permissions) that need to be signed annually by all Board members. The forms were in the Board folders and members were encouraged to complete the forms before leaving. If not, they are to return the forms to Tina at the Admin office.

Resource Development Updates

Russell explained the calendar of events for RD. Flyers for several of the upcoming events were in the Board folders. The events and dates are listed below. Russell asked for individuals to assist with the committee for Blue Jeans 4 Blue Doors. Colten announced the link for the event should be up and running by next week on BGCSI’s webpage.

Blue Door Society Breakfast 8/25 7:00 am – 9:00 am - JALC

Marion Golf Outing – Lawler & Black Diamond – 9/12/22

Blue Jeans 4 Blue Doors – 9/23/2022 at Touch of Nature

Carterville Rotary Gala – Vegas – 11/19/2022

Youth of the Year – 1/26/2023 at JALC

Oscars Trivia Night – 3/31/2023 at Pavilion

20th Anniversary Gala – 9/13/2024

Board Retreat 2.0 – August 6, 2022

Stephanie announced the Board Retreat would be from 8 AM till 1 PM. Tina said the location was not yet determined.

Motion to adjourn: Rich **Second:** Ginger

Board Meeting adjourned at 7:05 pm

Submitted by Regina Glover, Board Member

APPENDIX A Springer Timeline

Springer Street Building Project

In 2019 we began investigating the options for building a new building to replace Springer Street.

- Worked with Gail White of White & Borgognoni Architects to establish space needs assessment
- Sent a proposal to City (Steve Mitchell and Gary Williams) for Bleyer field.
 - Initial discussion with city council was inconclusive
- COVID19 slows things down
- September 2020 – board approves entering into a contract with ACB to complete a feasibility study and to have a conceptual design drawn up by Gail White
 - Study group formed – November 2020
 - Wealth screening completed
 - Initial study group meetings held
 - Case study started -
 - Feasibility study stalled due to not having a specific location confirmed – April 2021
- June 2021 – Stephanie and Tina meet with Gary Williams and Steve Mitchell about the 200 N. Springer Street building - the idea to acquire that property, BGCSI to add on and renovate is a favorable idea.
- October 2021 – board approves retaining an attorney to assist with possibility of acquiring the property
- December 2021 Jonathon Mitchell locates and contacts Deborah Gates and her son Lance
 - They are interested in unloading the property
- Deterioration of the building continues to cause more concern as there is also activity in the building and increased vandalism to BGCSI building
- March 2022 – BGCSI sends in application for ARPA funds to demolish 200 N. Springer Street property if acquired for \$518,000.
- April – CES95 announces administrative offices moving to CMS and the possibility of the Lakeland building peaks interest
 - Gail White believed this could be a quicker resolution
 - However, the school district will not be making a decision on their plan for at least a year
- Longtime donor calls to inform that his annuities are being changed over to BGCSI as beneficiaries upon his death – and wants this to go towards a new building. Encouraged BGCSI to contact bank on how that could assist with a capital campaign – will be able to give a final number of what that will be in a few months. At least a million – possibly up to \$2 million as a promise to give.
- Meeting with several city officials, police and board held on 6/13/2022 at Springer Street to discuss concerns of safety and what could be done with city's assistance to acquire the property of 200 N. Springer.

- Gary Williams did have a conversation with city council in closed session and there was positive support with Gary and Jaime's plan.
- June 28, City announces the ARPA funds awards and BGCSI being approved
- Stephanie and Tina met with Gary and Jaime on July 7th to discuss what the next steps would be now that the ARPA funds have been awarded.
 - Letter has already been sent to Deborah Gates requesting she sign a Quit Claim Deed and turn over the property to the city
 - Jaime and Gary agreed to come to the board meeting on July 18th to discuss what the process would look like if she signs over or if not, what is next
- ARPA contract needs to be signed and submitted by July 31st.

Board of Directors Retreat
August 6, 2022
250 N. Springer Street, Carbondale
8:00 am – 12:00 pm

Attendance:

Board Members: *Russell Williams, Kathie Fralish, Sherrica Hunt, Jeffery Burgin, Lenorris Hughes, Jeff Franklin, Ginger Murray, Regina Glover, Stephanie Wood*

Staff: *Tina Carpenter, Dena Haun, Allegra Frazier*

Retreat Opening: Topic of Focus – Making a decision regarding a new building so next steps can begin (Tina and Stephanie), presentation of hard hats

Opening exercise/Icebreaker – Dena leads the toilet paper game

Newspapers from 2018 retreat are presented as a visual of past and future goals, including opening of multiple sites, increased scholarship opportunities, support for first generation college hopefuls, and a new building.

The group tours the exterior of the property. Tina points out the boundary between the Club property and the Dentmon Center. Tina also points out some safety concerns, for example the ways people are getting in and out of the unused half of the building, and spaces where the roof has collapsed.

Presentation of current building options, with invitation to suggest an option – Tina and Stephanie

Diagrams:

What Has Been Done So Far

Feasibility Study:
Started/Stalled
Paid \$16,500 in 2020
Need <i>location</i> before proceeding
Need conceptual design before proceeding
Conceptual Design:
Paid \$2,500 paid to Gail White
Conceptual design is for Bleyer Field
New design and assessment of space to decide cost of 200 Springer St
Hired Attorneys (FMGR) for 200 Springer
Paid \$1900 of the \$5000 max before Board reapproves
Applied for City ARPA funds \$518,000 for demolition
Approved by city with stipulations

200 N. Springer Street Timeline

1. Sign a City Contract – Now an MOU, NOT a Contract - AUGUST
Original due date 7/31, extended to 8/12
1.a – recruit a building task force
2. Review Inspection Results - SEPTEMBER
Rehab – city meeting, consult prior prepared with attorney
Demolish - proceed
3. Board Vote To Accept Property - OCTOBER
4. New Conceptual Design \$\$ - NOVEMBER
5. Complete Feasibility Study - DECEMBER
Board makes a decision to move forward with provided information
6. Create Capital Committee

Bleyer Field Timeline

1. New Build
1a. Building Task Force
1b. Board votes to decline ARPA Funds
1c. Vote to proceed with the bid
2. Raise \$\$ to make a bid to the City for approximately \$350,000
3. Tweak conceptual design (\$)
4. Feasibility Study Complete

Lakeland School Building –

Lakeland is no longer a viable option. The school board is still determining what to do with it, which conflicts with the BGCSI timeline, and is at this time leaning toward selling it to help with the district deficit, as opposed to gifting it to the city to then gift to the Club. Russ points out that the location is not central, and so might not as effectively serve as many youth.

Macy's at University Mall –

This option had been discussed, but is not ideal because of the lack of green space.

Other options – Tina opens the floor for other suggestions. Lee asks if we have looked into the old Attucks High School, however this building is already owned by the African American Museum.

Discussion

Tina presents a promise to give of an annuity upon a donor's death of somewhere between one and two million dollars, specifically dedicated to a new building. This would apply to any new building, it is not impacted by which site is chosen for the building. This annuity can be borrowed against prior to the donor's death, the question would be the Club's ability to cover the interest rate.

Lee raises the question of who's history would be preserved by saving the current high school building, and is it that of the members, families and community the Club serves, or of a group of people who went to a school that excluded the demographic we aim to serve.

Jeffery Burgin suggests a potential branded partnership with the SIU in the form of a Learning Lab for education and social work interns. Stephanie agrees it's a good time to open that discussion as the University continues working on development.

Tina and Stephanie present a case for moving quickly. The Springer roof is in need of repair, coming to the end of its functional life in 2022 according to Jeff Baine (roofer). The floor of the gym has been assessed as unsalvageable and must be replaced. Tina distributes a list of current maintenance costs at Springer, which does not include potential major repairs like the roof, which was estimated at \$70,000 at the time (2017). Even major repairs are just a band-aid on the current Springer building.

Tina would like to convene a building task force as early as this week. Stephanie suggests a timeline (expiration date) for the building committee, since in Marion there wasn't quite a timeline and some committee members lost their drive. The City of Carbondale wants to inspect the property upon acquiring the deed which would be after August, if all goes according to their timeline. After reviewing the inspection results with the attorney, more information can be presented to the Board for an initial vote in October. The Board would vote again, once the results of the feasibility study are complete. At that time, a capital campaign committee would be formed.

Tina explains that even if we vote against the ARPA funds in favor of Bleyer field, the funds would essentially still be available and we could present a case for how those funds could be

utilized for our end goal. The city cannot maintain those funds for themselves, so they either award it to the Club for a new capital project or another local agency.

Stephanie reminds the table that even if the MOU is signed for 200 Springer, there are lots of opportunities for the Club to move to another option if this location were to prove unfeasible. Tina points out that the city is under a deadline to distribute the ARPA funds, and while we would have to vote to decline our currently allotted funds if we do not pursue 200 Springer, we could reapply to put them toward another location, if the city would open the RFP at that time.

Four breakout groups discuss the pros and cons of the two most likely sites (two groups of three for each) – 200 Springer and Bleyer Field, and present to the group.

200 Springer

Pros	Cons
Setting an example to community and city to utilize existing resources	Don't have a \$ assessment yet
Community support for change – includes current supporters (donors, families and neighbors)	Section of the old school is still blighted (Dentmon)
Green space	<i>Might</i> impact programming during construction
Preserving OUR (Club) history	Could have competing capital campaign with park district
Staff morale – see the progress	Huge commitment for Board and staff
Tie project into Programming	The unknown
Kitchen	Where will people go (if there are homeless folks living at 200 N. Springer Street)? Displaced.
Infrastructure already here	
Accessibility	
Strong leverage with city and park district	
City in our corner	
Bones are established	
Improve quality of life on this block	
Cont. to serve Rebound youth, Rebound accessibility to resources	

Bleyer Field

Pros	Cons
Initial concept design	Infrastructure required
Fewer constraints	May be cost prohibitive
Visibility	City council more supportive of Springer site
Central Location	Abandon Existing Site
Acreage/Green Space	Acquisition price unknown
Shiny and new	Dollars needed (building/prop/utilities)
Process seems cleaner	Loss of comm recreation (walking track)
Autonomy – city obligations, neighbors	Traffic(?)
New building	Proximity to bar/gambling
Excellent green space	Building in stages (time line)
Great visibility	Decision on current site (sell/demolish/\$\$)
Convenience (kids walking)	
Have design	
Not sharing space (aesthetic)	
Staying within demographic	
No demolition	

During discussion of these lists, Sherrica adds that based on her fundraising experience, she foresees a capital campaign having more marketing points, such as how many youth have come through *these* doors, if the Springer site is revitalized, as opposed to moving elsewhere.

There is further discussion regarding the fact that voting to authorize a signing of the MOU for 200 Springer is NOT a binding contract, and there are still steps where the Board can determine if this path is not feasible, based on information obtained after an MOU is signed.

Vote:

Regina Glover proposes the motion: Approve to allow CEO to sign the MOU between city and BGCSI to continue the work towards obtaining the property and using ARPA funds toward demolition.

Jeff Franklin seconds the motion.

Prior to the vote, Russ asks if a vote is appropriate and if this was defined as a board meeting, as opposed to a retreat. The group agrees that a potential vote was mentioned at the July board meeting, and sufficient communication has occurred since. It is unclear if the board will meet quorum, based on how many members are present. Jeffery Burgin has left early, and gave authority to Russ to vote on his behalf, but only on a motion that ultimately is not presented. It is determined that Stephanie will contact Jeffery regarding his vote on the proposed motion.

The following vote aye: Russ Williams, Kathie Fralish, Sherrica Hunt, Stephanie Wood, Lee Hughes , Jeff Franklin, Ginger Murray, Regina Glover

Motion carries as there were 8 of 15 board members that voted – which is a quorum

There are no nay votes.

Resource and Development:

Tina lets the group know that Colten is no longer in the position of Director of Development. She isn't sure what the role will look like in the future, but will be changing the name, and is currently considering a Director of Donor Relations & Community Engagement at $\frac{3}{4}$ time, and possible a Marketing/Communications position at $\frac{1}{4}$ time. Nothing is finalized though she hopes to finalize it by Wednesday. Until this position is filled, Board help will be needed for events such as Blue Jeans 4 Blue Doors. Regina adds that before Kassie was hired, the Board did almost everything for events, and can again for a time even if that means going analogue for things like ticket payment. The group discusses where we are with planning for Blue Jeans 4 Blue Doors in the areas of invitations and tickets, entertainment, sponsors, decoration, and award nominees. More will be discussed at the R&D meeting on Tuesday, August 9.

The retreat ends at 11:59 with no formal adjournment.

Maintenance Repair Areas	Expenses	Since 2017
Plumbing (since 2008)	\$10,952.38	\$6,684.38
Roofing (since 2014)	\$36,106.00	ALL in-kind
In 2017 Jeff Baine did inform that we had 5 years of life left on the roof (that was in November of 2017) we are there		
Electrical Work	\$4,080.00	\$750.00
Flooring	\$2,853.65	\$1,900.97
GL Morris (Front foyer split unit and base board heat)	\$5,010.00	\$5,010.00
Heartland Heating & Mechanical	\$26,733.34	\$18,032
New HVAC in 2018 \$15,414		
Parker Heating & Cooling Maintenance Agreement '22		\$750.00
JL Robinson		2653.22+
+ Waiting on invoice to repair back door		
Carpet Cleaning 3x year (Magic Steam)	\$3,825.00	\$3,825.00
Fabrication to repair down spout (2016)	\$1,040.00	\$1,040.00
Security buzzer system	\$1,500	\$1,500
Tuckpointing (2012 & 2014)	\$16,599.00	
He did inform us that this would need to be completed for the south wall and the north wall within 5 years		
Replacement of Awning in Front		\$2,350.00
Universal Glass (front doors	\$12,500	
General Maintenance and painting		~\$5,000.00
Totals (these are not all inclusive)	\$110,246.99	\$41,842.35
There are several 'deferred maintnance that needs to be addressed as well.		

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

Fundraising/Community Connections

- Received \$32,000 of the \$40,000 from Panda Cares
- Received \$7500 of the \$15,000 from Starbucks
- Received notification that we would be able to receive an additional \$10,000 of OJJDP funds due to serving more youth on the grant than required.
- Had several presentations to groups such as Kiwanis of Marion, Carbondale Chamber meeting, JALC Fellowship and TRIO program, Racial Justice Panel on Youth Runaways and Risky Behavior tools and solutions
- Was selected to participate as one of the ACT Now Illinois STEM Clubs for 22-23
 - Will receive STEM Sports Curriculum; Chemical Reaction Curriculum and training on September 29th and in January (1/2 day trainings) in Naperville, IL. Dena and Allegra will attend the trainings. The curriculums are valued at over \$2500 dollars.
- Do you shop at Ross Dress for Less? They are doing their annual fundraiser at the Carbondale and Mt. Vernon stores. All donations received at either of these stores will result in us getting 20% of the funds raised. This event is usually held in February and has currently been moved to August.

BGCA

- Our new Director of Organizational Development is Mia Woods. She is hoping to visit us this fall.
- Bryan Soady, Executive Director of the Illinois Alliance, will be visiting the Club and has a meeting with me on Wednesday, August 17th.
- It's almost time to register for the Midwest Leadership Conference in Cincinnati Ohio - October 18th – 20th. The conference registration is \$350 for all 3 days and there is a 1-day board registration for \$100 (Thursday). If you are interested in going let me know so that I can get everyone registered at the same time. Dena will be attending the Train the Trainer on Weikert Methods and Allegra will complete the Club Director's Academy (which will be required in person or virtually of all unit and site directors starting January

2024). This will allow her to gain insight into the training and to provide the support as they complete the academy. Dena will complete it online in the Spring.

Personnel

The Director of Donor Relations & Community Engagement position has been posted and I am reaching out to some potential candidates to see if they might be interested.

Legislative Advocacy

The remainder of August will have a strong focus on getting legislators to our sites.

Facility Updates

• Marion

- The new front doors are not closing and latching without being manually closed.
 - **Tim Mitchell has adjusted the doors and is complete**
- On June 26th, contacted Fowler Heating and Cooling to see why the AC was not working in several areas of the building.
 - Parker Heating & Cooling did come in and assess our units in Marion in early August. I have a meeting with Jerry Parker (owner) to look at the results of their assessment.
- Kingdom Builders will start building the dumpster enclosure next week
- We received the LED tube lights that replaces the fluorescent bulbs in both Marion and Carbondale locations. These bypass the ballast. They will be installed next week.

• Springer

- Gym ceiling
 - Contacted Jeff Baine last week after significant rain fall to replace a few of the ceiling boards in the gym that have started to rot due to the roof leak. Although this is just a temporary bandaid- it must be completed in order to assure it will not rot and fall to the floor or potentially on a child or staff. This should be completed by the end of next week, before we reopen.
- Kingdom Builders will start building the dumpster enclosure next week
- We received the LED tube lights that replaces the fluorescent bulbs in both Marion and Carbondale locations. These bypass the ballast. They will be installed next week.
- We have 2 employees that have reported some health concerns that could be related to air quality at Springer Street. Due to several factors (old building (nearly 100 years old), being in the basement, leaks that increase humidity level and mildew, allergens in the air due to all of the aforementioned items. On Wednesday, August 17th between 9:30 – 10:00 Parker Heating & Cooling will come and assess the air quality of the building. Depending on the results of the assessment, we may need to add a “scrubber” to the HVAC system and/or a dehumidifier.
 - Scrubbers – You may have heard much discussion of ‘scrubbers’ at the height of the pandemic and most schools and other agencies added these in

order to better purify the air in their facilities. There are grants to help defer or replace the costs of these items for nonprofits.

- De-humidifier – Our current system has a de-humidifier built into the system, but due to our facility being in a basement AND older building, it may not be sufficient to reduce humidity in the building. If you have ever been in the building right after the carpet steam cleaning – the air is ‘thick’ and difficult to be in the building during the drying process and it takes a good 3-4 days for complete drying.
- Costs for de-humidifier and scrubber – unsure – I have been working with Jerry Parker to complete some work at Marion and the Marion kitchen. Although he was initially willing to make a significant donation for some of the kitchen (residential fire suppressant hood) – he will have to be paid for some of this work – negotiations will ensue

Administrative Department Reports

Director of Donor Relations & Community Engagement

- Please see attached job description

Director of Finance – Nicci Graff

Nicci is currently on vacation – celebrating her 1 year wedding anniversary. Prior to her vacation she was working on getting documents uploaded for the audit, discovering and learning about our systems, streamlining processes, closing out FY22, getting caught up with several months of financial reports, and more.

Director of Program Quality & Impact – Allegra Frazier

Teen REACH, Teen REACH and more Teen REACH. The Illinois Department of Human Services has changed/required different reporting methods which includes duplicating data entry from our systems to their systems that is not an easy exporting of data, but manually. The Alliance worked diligently with lobbyists to try and get this rectified, to no avail.

Director of Programs – Dena Haun

As the Director of Programs, this past month has been about building lasting relationships with staff and establishing our strong foundation as a team/staff. For the summer we had 34 staff members out of 49 allocated positions. For the fall, we currently have 82% of staff allocations filled! We currently have 32 staff members, 3 pending background checks, a stack of resumes, with only 7 open positions across all of our sites! July was filled with opportunities to grow partnerships by working with both Williamson and Jackson County 4-H groups with Health Jam and Cooking 101, The Hub Marion for our first Marion Ball with Me Scrimmage Basketball game, The Hub Marion site field day/pizza party, as well as our End of Summer bash with Kids Korner at Turley Park in Carbondale, and both Marion and Carbondale Fire Department. We ended our summer season with transformational Club Care Week and I am looking forward to a great fall programming semester!

Finance Assistant, Carolyn Gallegly

In the last month, I have transitioned to online access of invoices and payment options for several vendors. This contributes to a smooth payment process and eliminates delays due to mailing checks. We are also currently working on updating the Paid Time Off accrual system within Quick Books which will allow for consistency and better tracking.

Human Resources Manager, Gabi Valadez

This month's focus has been on the following:

- Updating and maintaining employee files and records.
- working with Dena as we onboard and keep up with staff trainings. Checking in with Dena to see what positions have become available, collecting memos from all seasonal positions.
- Volunteer recruitment from several SIU departments. Will be attending the 29th Annual Field Fair at SIU
- working with EDC . We have added Jakob to Springer location.

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