

**The Nature Foundation of Will County
Minutes of the May 27, 2020 Meeting
Conducted by Zoom Conferencing and Conference Call**

Vice Chair Flax called the meeting to order at 5:05 p.m.

Flax led the pledge to the flag.

Roll was called and the following ten Directors were present. A quorum of seven voting Directors was present.

Voting Directors Present:

- Marcy DeMauro
- MaryAnn Deustche
- Ann Dralle
- Rachel Feil
- Jim Flax
- Ed Garner
- Jeff Tuminello

Non-voting Directors Present:

- Meta Mueller
- Ralph Schultz
- Rachel Ventura

Others Present: Cindy Harn, Executive Director

Approval of Minutes

Garner moved to approve the minutes of the April 1, 2020 meeting, seconded by Dralle. The motion was approved unanimously.

Reports of Officers

Chairperson's Report

There was no Chairperson's report.

Treasurer's Report

- Financial Report and Balance Sheet

Harn reviewed the Budget Report dated May 21, 2020. The \$17,105.98 in donations (unrestricted) to date are in large part due to sponsorships received for this year's native plant sale. The \$16,592.89 in expenditures are primarily transfers to the Forest Preserve District (FPD) to support previously approved programs and capital projects. Harn noted that there was no on-line plant sale revenue included as she is waiting for numbers from Possibility Place. There were also no plant sale related expenses since the last report at the April board meeting. Total net revenue is \$1,582.93 but this does not include the carryover from the 2019 budget which is estimated to be \$75,000. As a result of the

plant sale cancellation, Harn stated that she will submit a revised 2020 budget for approval at the July meeting.

The Financial Report dated April 30, 2020 shows total assets of \$232,257 of which \$85,578 are donor-restricted assets and \$146,679 are unrestricted assets. Donor-restricted assets are outlined in the Financial Report. Harn noted that the FPD expects the Forked Creek Restoration project to be completed in late 2020 or early 2021, and would be reimbursed from the Wetland Restoration Fund. Total liabilities are \$11,214, which are itemized on this month's schedule of bills. Harn stated the account balances were: \$50,873.49 in checking (as of May 21, 2020), \$105,612 in the Money Market, \$75,756 in the CD and \$1,100 in petty cash/raffle change.

Harn reported that upon approval this evening in the schedule of bills, the Foundation would donate \$4,000 to the FPD at the June 2020 Board of Commissioners meeting for the three projects outlined in the Financial Report.

DeMauro moved to accept the Budget Report and the Balance Sheet Report as presented, seconded by Dralle. The motion was approved unanimously.

- **Schedule of Bills**

Harn reviewed the schedule of bills totaling \$11,213.79 for the dates March 26 – May 27, 2020. There were two credit card payments (April = \$282.54 and May = \$237.70) for regular services and fees which are itemized in the report. The bills also include Harn's consulting fees for March and April (\$2,000), legal fees for tax exempt document review (\$52.50), payment to Possibility Place for the on-line group order (\$4,641.05), and the proposed \$4,000 donation to the FPD for three previously reviewed and approved projects. Harn also noted that interest earned in the Money Market account was \$55.61 for March and April (YTD is \$303.68).

Garner moved to approve the Schedule of Bills as presented in the amount of \$11,213.79, contingent on the approval of New Business Item #1 for the reallocation of existing funds and approval of new funds to be donated to the FPD for various projects and programs. The motion was seconded by Dralle and approved unanimously.

Committee Reports

Fundraising and Projects Committee

There was no report.

Finance Committee Report

There was no business to report. Flax recommended that Harn provide the proposed revisions to the 2020 budget to the Finance Committee for review prior to the July Board meeting.

Board Development Committee

There was no business to report.

Old Business

There was no old business.

New Business

Reallocate Existing Funding and Approve New Funding to the Forest Preserve District of Will County for various Projects and Programs

The Foundation's 2020 budget includes \$33,500 to fund requests from the FPD for its initiatives and projects. To date the Foundation has donated \$9,500 to the FPD for four projects (In-School Program Supplies, I&M Canal Map Table Exhibit, Nature Takes Flight Juried Art Competition & Artists' Reception, and Bicycle Repair Stations (2)). Due to Covid-19, the FPD closed all its facilities for a period in compliance with state restrictions. As a result there could be no public viewing of art pieces for the Nature Takes Flight Juried Art Competition at Plum Creek Nature Center. The FPD still held the competition, and transitioned public viewing of the art on-line. The FPD and Foundation jointly agreed to cancel the April 4th Artists' Reception. The FPD awarded \$1,050 in cash prizes to the winning artists, leaving \$950 of the original \$2,000 donation for this program. After consulting with the Foundation, the FPD is asking to apply the \$950 toward the \$15,000 Bird Themed Hike and Seek Sculpture Trail project at the Goodenew Grove Preserve, which is being completed in two phases, \$7,500/phase.

Harn stated that the Foundation intended to donate significant funds to the FPD at the June 11, 2020 Board of Commissioners meeting, however, these funds were dependent on proceeds from the now cancelled native plant sale. In addition the FPD was delaying various projects due to Covid-19. Harn consulted with the FPD to determine which projects would be proceeding regardless of the pandemic. Two programs are proceeding, plus a new request is being proposed to fund an existing program, Woods Walk (annual self-guided challenge to hike 10 of the FPD's top-rated trails). These three requests total \$4,000: Willy's Wilderness (\$1,000); Preserve the Moment Photo Contest (\$1,500); and Woods Walk (\$1,000).

Harn recommended approval of the two requests as outlined. She also noted that there may be enough funds on hand to cover the remaining funding requests from the FPD previously approved and budgeted by the Foundation (totaling \$20,000). This will be evaluated with respect to delays in implementing some of these initiatives either later this year or next year, as well as the 2020 budget revisions that will be proposed in July.

Deustche motioned to approve the reallocation of \$950 from the Nature Takes Flight - Juried Art Competition and Reception to the Bird Themed Hike and Seek Sculpture Trail Phase I (\$7,500). The motion was seconded by Gardner and approved unanimously.

DeMauro motioned to approve the release of \$4,000 for three projects as outlined by Harn. The motion was seconded by Dralle and approved unanimously.

Approve Award of a Serve Will County Youth Service Grant

At its April 1st meeting the Foundation approved the guidelines and application process for the Serve Will County Youth Service Grant program. This information was then provided to key FPD staff that coordinate youth service projects.

On April 22, 2020, the Foundation received a grant application from Henry Yowell, a boy scout from Troop 13 in Plainfield. As part of the requirements to become an Eagle Scout, Henry is proposing to build archery target holders, quivers, and bow drill sets as well as fishing rod holders at the Isle a la

Cache Museum. The project is estimated to cost \$350, and the request is for 75% of the costs or \$262.50. Harn noted that upon project completion Henry will be invited to attend the next scheduled Board meeting to give his report.

Tuminello motioned to approve the Serve Will County Youth Service Grant request submitted by Henry Yowell in the amount of \$262.50. The motion was seconded by Dralle and unanimously approved.

Reports

Forest Preserve District Reopening Plan, Revised May 12, 2020

Schultz detailed the FPD's Reopening Plan for preserves, facilities and programs (the Plan is included as an attachment to the meeting agenda), and conforms to the State of Illinois' phased reopening plan. The FPD is currently in Phase 2 and will be moving into Phase 3 within a week. Schultz acknowledged that if the Center for Disease Control (CDC) or the Illinois Department Health issue additional guidance and best practices, these will be integrated with the FPD's plan.

Status of Activities Due to Covid-19 with Actions for Moving Forward as the Forest Preserve District of Will County Reopens

Harn reviewed the current status and future actions with respect to Covid-19 for all of the Foundation's scheduled programs this year including: Native Plant Seminars; Native Plant Sale on-line; Oaktober Tree and Shrub Sale tentatively scheduled for October 3, 2020; Nature Takes Flight Juried Art Competition & Artists' Reception; Restore Will County Land Stewardship Grants; Serve Will County Youth Service Grants; Joliet Area Chamber of Commerce and Business After Hours Networking; Donor Appreciation; Marketing and Communications; and Fundraising. Details are provided in the report attached to the agenda, and the actions moving forward as outlined align with the FPD's reopening plan.

Harn specifically addressed concerns communicated to her regarding the on-line plant sale. She noted that Possibility Place (PP) reported processing 100-120 orders through the Foundation's website. There have been issues with customer service and order fulfillment. Harn noted that PP didn't have the infrastructure to place an order through the portal between the Foundation website and their order processing system. Upgrades to their system to better handle this took 2 weeks longer than expected. Also PP is a wholesale business; they don't handle small individual orders, which is why they required the minimum order size to be 18 pints (one flat). When you add on shipping and handling the cost of the minimum order is over \$100; the average ticket purchase at our native plant sale last year was \$55. Harn will control to explore all options to improve the process, especially if we have to shift to an on-line sale again in 2021.

Harn reported that she contacted all sponsors for the 2020 native plant sale to explain event cancellation and moving to an on-line platform. All sponsors decided to stay on board and only one, CB Engineering, reduced their level of giving from \$2,500 to \$1,500. Board members expressed gratitude and appreciation to our event sponsors for their generosity.

Project Status Report – Forked Creek Preserve

Harn noted that the agenda packet included a March 6, 2020 status report on the FPD's 2019 habitat restoration activities at Forked Creek Preserve. This project is being funded by Enbridge as mitigation

for environmental impacts of their Enbridge Line 17 Project. Funds were donated to the Foundation, which in turn reimburses the FPD upon completion of phases and invoicing.

Presentations

There were no presentations.

Comments by Directors

There were no comments by directors.

Comments by the Public

There were no comments by the public.

Comments by the Executive Director

Harn noted the next check presentation to the FPD in the amount of \$4,000 will be done at the June 11th Board of Commissioners meeting. Harn also reminder directors to complete their annual ethics training on-line and complete the annual disclosure of conflicts of interests for 2020.

Next Meeting Date

The next scheduled meeting of The Nature Foundation of Will County Board of Directors is Wednesday, July 22, 2020 either at the Sugar Administration Center or via zoom conferencing/conference call.

Adjournment

Dralle moved to adjourn the meeting at 6:35 p.m., seconded by Deustche. The motion carried unanimously.

Respectfully submitted,

Marcella M. DeMauro

Marcella M. DeMauro
Secretary