

Friends of the Forest Preserve District of DuPage County
Board of Directors Meeting
AGENDA
January 23, 2024
5:30 p.m.

Friends Board meets at The Forest Preserve District of DuPage County Headquarters located at 35580, Naperville Road, Wheaton, IL 60189. For more information or questions, please contact fundraising@dupageforest.org or 630-871-6400,

Call to Order and Welcome – Bob Watt, Chair

Roll Call – Joe Suchecki, Secretary

Public Comment

Mission Moments

Jessica Ortega, Manager of Strategic Plans and Initiatives, FPDDC

Summary of 2023 District-wide survey results

Brook McDonald, President and CEO, The Conservation Foundation

Presentation about research proposal

Motion to Approve a special funding request from The Conservation Foundation – Bob Watt, Chair

Motion for Approving and Placing on file Board Meeting Minutes for Annual Meeting held November 14, 2023 – Joe Suchecki, Secretary

Reports

Finance Committee - Ashley Guest, Treasurer

Action Items

Motion to Accept Financial Dashboard Summary through November 30, 2023

Motion to Approve Auditor Engagement for Friends' 2023 Audit

Information Items

Plan for funding transfers to the District in 2024

Investment actions since last meeting

Payments made to reimburse the District for operating expenses since last meeting

Development Committee

2023 Fundraising Results Details and 2024 Goals – Jeannine Kannegiesser, Friends E.D.

Events Plan 2024 – Lulu Hertenstein, Corporate and Community Giving Officer

Marketing Materials for Board Use – Audra Bonnet, Donor Relations Coordinator

Ex-Officios and Staff Liaisons Report

Jeff Gahris – District Commissioner and Ex-Officio Liaison

Jeannine Kannegiesser – Chief Partnership and Philanthropy Officer, FPDDC

Old Business – Bob Watt, Chair

Highlight of 2023 fund transfers to the District

2024 Calendar for Board and Friends' Events

New Business – Bob Watt, Chair

Conflict of Interest and Board Member Annual Agreements due

Motion to form two committees for 2024

Adjournment – Bob Watt, Chair

Next Board of Directors Meeting – March 26, 2024, 5:30 p.m. at District HQ

Friends of the Forest Preserve District of DuPage County
Board Meeting Minutes
Tuesday, November 14, 2023

The board meeting of the Friends of the Forest Preserve of DuPage County was held at the Preserve at Oak Meadows, 900 N. Wood Dale Rd., Addison IL

Call to Order

The meeting was called to order by Chairman Diane Addante at 5:30 pm.

Roll Call

Present: Diane Addante; Bob Watt; Carl Schultz; Karyn Charvat; Larry Larson; Penny Chanez; Dave Stang; Joe Suchecki; Mike Dyer; Commissioner Jeff Gahrns. Various district staff, volunteers and guests were also present for this special meeting and the donor reception that followed the meeting.

Chair's Welcome - Diane Addante, Chair

- Acknowledged those in attendance including President Daniel Hebreard, Members of the Board of Commissioners, Executive Director Friling, District staff, volunteers and donors.
- The board works with the District's Partnership and Philanthropy staff.
- Welcome Friends' Board Members
- Welcome Jeanette Wells, a board nominee.
- Tonight is a celebration of partnership and philanthropy in service of nature.
- Introduced President Hebreard

President Hebreard comments.

Thanked donors, celebrating the idea of public-private partnership to accomplish the important work of caring for our 60 forest preserves, seven education and cultural centers, and 26,000 acres.

Public Comment – No public comment was offered.

Mission Moment – Kevin Horsfall, Director of Planning and Development

Update on the progress of Willowbrook Wildlife Center. We are in stage 2. Phase A was completed in May 2023 with 3 outdoor enclosures – raptor barn, large and small carnivore, and a resident dormitory. We are in the process of phase B1-B3. Clinic and visitor soft open Summer/early Fall 2024. Ribbon Cutting Spring 2025. About 30% of project to be financed by private donations and grants.

Jeannine Kannegiesser

Project will be completed through public-private partnership. The District has been proactive in applying for grants. The Friends have raised \$207,000 towards the \$500,000 commitment over two years ending in 2024. Celebrating the organizations and individuals as leaders with their contributions for this project and the ongoing work at Willowbrook Wildlife Center.

The Friends year end appeal will continue to highlight Willowbrook Wildlife Center.

Approval of Minutes – The minutes from the September Board of Directors Meeting were accepted as written by general consent and placed on file. The minutes from the October Development Committee Meeting were accepted as written by general consent and placed on file.

Committee Reports

Events – Karyn Charvat

- Started year with 3 engagement events in January and February: 2 Willowbrook Wildlife Center Campaign information sessions and a collaborative event feature restoration and birds.
- Hosted the Native Plant Pre-sale shopping event.
- Hosted public tour of Springbrook Prairie in collaboration with Illinois Nature Preserves and the District's Natural resources team.
- Starting in September, board member Mike Dyer began hosting "Friends Forest Tour" walks. Tours are the second Saturday each month at 9:30 am at announced preserves.
- Welcomed donors and public at the Fall Festival, collecting supplies for Willowbrook and worked on animal enrichment activities later donated to Willowbrook.
- Tonight we welcome guests to our Annual Meeting and Donor Reception.

- **2024 Preview**
- April 4 event at Mayslake Peabody Estate hosting an evening with WTTW's Geoffrey Baer sharing stories about through History.
- May 16 hosting third annual Native Plant Pre-sale shopping opportunity.
- September 12 bringing Night for Nature back to St. James Farm.
- November 19 is the date for our 2024 Annual Meeting.

Watch your monthly e-newsletter "The Steward" for updates and announcements about Friends events and District goings-on.

Finance – Diane Addante, Chair

Action: Approve financial dashboard Motion Karyn Charvat 2nd Dave Stang motion carried.

- As of September 30, 2023
- Total assets less Liabilities \$1,053,883
- Total Income YTD: \$579,647
- Total Expense YTD: \$437,528
- Net income YTD: \$142,118.38
- Total unrestricted funds: \$316,954
- Total Restricted Funds: \$736,930
- Grants of \$50,000 are up from last year

Action: Approve District request for fund transfers Motion Penny Chanez 2nd Bob Watt motion carried.

- District requesting \$69,333.62 for program support and \$519.20 for postage reimbursement and credit card event expenses.

Development – Bob Watt, Vice Chair

Action: Approve 2024 Board Meeting Dates Motion Dave Stang 2nd Mike Dyer motion carried.

- Dates January 23, March 26, May 21, July 23, September 24, November 19 Annual Meeting and Reception.

Recognition and Acknowledgements – Jeannine Kannegiesser

Outgoing Board Member- Karyn Charvat served since her appointment in 2017. She was instrumental in launching the event A Night for Nature. She was Chair of the Friends during its transition to greater alignment with the District's programs and master plans. She was given a framed photo from St James Farm, photo credit goes to Board member Larry Larson.

Ex Officio Reports – Jeannine Kannegiesser, Chief Partnership and Philanthropy Officer Commissioner Jeff Gahrns of the Forest Preserve District of DuPage County

Jeannine thanked staff, the Friends Board, and volunteers, for effort in fundraising. Over \$700,000 in additional resources for our preserves through donations through Friends and directly to the District in 2023 to date. Acknowledged Board Member Joe Suchecki was recognized at Giving DuPage's annual Volapalooza. A small token of appreciation was at each board member's place at the table. She also thanked Diane Addante, Chair and Carl Schultz, Secretary who are completing terms as Board officers.

Commissioner Gahrns noted District accomplishments including an energy audit, development of a solar policy, additional trail connections at Danada, Springbrook Prairie, and Waterfall Glen. District developed preserve master plans for Blackwell, Green Valley, and Waterfall Glen and recently had an informational presentation about the Dark Skies Policy. A redesign project for Maple Meadows is underway.

New Business – Diane Addante, Chair

Action: Nominate Jeanette Wells for the Board of Directors Motion Larry Larson 2nd Penny Chanez motion carried.

Jeanette Wells is a lifelong resident of DuPage County. She is currently Director of Accounting and Reporting for Navistar. She has 30 years of professional experience. Her degree is from Millikin University. The Friends will bring her forward for the District board to approve her appointment. (Subsequent to the Friends' Board meeting, the District board approved her appointment.)

Action: Election of Officers for 2024 Motion Dave Stang 2nd Karyn Charvat motion carried.

Slate of officers Bob Watt for Chair, Mike Dyer for Vice Chair, Ashley Guest for Treasurer, and Joe Suchecki as Secretary.

Action: Approve 2024 budget Motion Penny Chanez 2nd Bob Watt motion carried.

Fund raising goals

Willowbrook Master Plan \$362,000, Natural Area Restoration \$72,000, Mayslake Master Plan \$30,000, Blanding's Turtle program \$2,500, Willowbrook fund \$150,000, Preserve Improvements fund \$17,500, Special Events fund \$19,000, Greatest Needs fund \$25,000.

Video Presentation – A brief video that highlights the Friends, video credit to Jonathan Mullen, District's Multimedia Content Specialist.

Adjournment: Diane Addante, Chair adjourned the meeting at 6:28 pm

Friends of the Forest Preserve District of DuPage County
Financial Dashboard Summary as of November 30, 2023

Statement of Financial Position (Balance Sheet)

	@ 11/30/2023	@ 11/30/2022	@ 12/31/2022
Cash Assets in Checking Account	\$ 172,986.36	\$ 49,400.82	\$ 152,069.46
Wintrust Wealth Management	856,203.07	745,220.15	748,524.38
Undeposited Funds	11,520.08	31,810.00	-
Other Assets	97.38	105.07	11,968.47
Total Assets	\$ 1,040,806.89	\$ 826,536.04	\$ 912,562.31
Total Liabilities (Accts Payable)	\$ -	\$ 2,411.76	\$ 797.35
Total Assets less Liabilities	\$ 1,040,806.89	\$ 824,124.28	\$ 911,764.96

Statement of Profit and Loss (Income Statement)

	@ 11/30/2023	@ 11/30/2022
	<u>Actual</u>	<u>Actual</u>
Individual & Business Donations	\$ 293,269.05	\$ 370,602.58
Corporate & Business Grants	50,500.00	10,000.00
Special Events Income	38,897.30	23,232.58
Foundation Grants	-	-
Investment Income	1,410.53	1,876.63
Securities Income	-	-
Credit Card Fee Donations	583.08	785.61
Realized Gains	(7.69)	5.07
Unrealized Gains & Losses	32,477.43	819.90
In-kind Public Support & Goods	220,659.37	57,935.20
Total Income	\$ 637,789.07	\$ 465,257.57
Friends Operational Expenses	\$ 255,495.77	\$ 82,610.26
Unrealized Gains & Losses		
Distributions to District	253,251.37	282,887.57
Total Expenses and Distributions	\$ 508,747.14	\$ 365,497.83
Net Income	\$ 129,041.93	\$ 99,759.74
Total Unrestricted Funds	\$ 349,460.35	\$ 201,627.62
Restricted Funds @ 11/30/2023	\$ 691,346.54	\$ 622,496.66

**Friends of the Forest Preserve District of DuPage County
Financial Dashboard Summary as of November 30, 2023 (pg. 2)**

Budget vs. Actual: Fiscal Year 2023

	<u>Actual</u>	<u>Budget</u>
Revenue		
Direct Public Grants	\$ 50,500.00	\$ 100,000.00
Direct Public Support	503,517.42	580,000.00
Investments	1,410.53	2,500.00
Special Events Income	49,308.30	20,500.00
Investments		
Total Income	\$ 604,736.25	\$ 703,000.00
Expenditures		
Awards and Grants	\$ -	\$ 500.00
Business Expenses	50.00	100.00
Contract Services	218,414.56	335,650.00
Operations	7,919.34	20,419.00
Other Types of Expenses	513.00	850.00
Event Expenses	28,325.49	20,000.00
Travel and Meetings	273.38	500.00
Total Operating Expenditures	\$ 255,495.77	\$ 378,019.00
Net Operating Revenue	\$ 349,240.48	\$ 324,981.00
Other Revenue	\$ 33,052.82	\$ 1,500.00
Other Expenditures	253,251.37	822,000.00
Net Other Revenue	\$ 220,198.55	\$ 820,500.00
Net Revenue	\$ 129,041.93	\$ (495,519.00)

Friends of the Forest Preserves of DuPage County							
Comprised of:		As of 12/31/2022	1/1/2023 through 11/30/2023		Fund Balances	July 2023	November 2023
Programs:			Revenue	Expenses	@ 11/30/2023	Reimburse	Reimburse
100	Capital Funds						
	110 Mayslake	\$5,750.00	\$57,000.00	\$62,750.00	\$0.00	\$62,750.00	
	111 Mayslake Back Courtyard	0.00			\$0.00		
	112 Mayslake Staircase	0.00			\$0.00		
	130 Willowbrook	245,386.98	97,921.37		\$343,308.35		
	140 Natural Resource Restoration	6,280.00	32,611.00		\$38,891.00		
	150 Renewable Energy	0.00			\$0.00		
	Total 100 Capital Funds	\$257,416.98	\$187,532.37	\$62,750.00	\$382,199.35	\$62,750.00	\$0.00
200	Other Funds					Reimburse	Reimburse
	205 Conservation/Natural Resources	\$4,230.00	\$6,812.12	\$9,997.12	\$1,045.00		\$9,997.12
	206 Belleau Woods Restoration	0.00			\$0.00		
	207 Blanding's Turtles Program	930.00	3,122.75	\$4,052.75	\$0.00	\$3,272.75	\$780.00
	208 West Chicago Prairie Restoration	0.00			\$0.00		
	210 Mayslake Peabody Estate	3,570.00	1,525.00	\$5,095.00	\$0.00	\$5,070.00	\$25.00
	215 Education General	0.00			\$0.00		
	220 St James Farm	125.00	4,550.00	\$4,675.00	\$0.00	\$4,675.00	
	225 Kline Creek Farm	550.00	600.00	\$1,150.00	\$0.00	\$550.00	\$600.00
	230 Willowbrook Wildlife Center	407,039.21	46,633.98	\$150,000.00	\$303,673.19	\$100,000.00	\$50,000.00
	235 Fullersburg Woods	1,475.00	1,631.50	\$3,106.50	\$0.00	\$1,475.00	\$1,631.50
	238 Greene Valley	0.00			\$0.00		
	240 Danada Equestrian Center	5,225.00	4,479.00	\$5,375.00	\$4,329.00	\$5,325.00	\$50.00
	245 Preserve Improvements	700.00	5,250.00	\$5,950.00	\$0.00	\$700.00	\$5,250.00
	246 ADA Piers	0.00			\$0.00		
	250 Recreation Improvements	0.00	100.00	\$100.00	\$0.00	\$100.00	
	270 Volunteers	0.00			\$0.00		
	280 Land Acquisition	0.00			\$0.00		
	281 Land Management	0.00	1,000.00	\$1,000.00	\$0.00		\$1,000.00
	Total 200 Funds	\$423,844.21	\$75,704.35	\$190,501.37	\$309,047.19	\$121,167.75	\$69,333.62
				Total 100 Capital Funds to be Reimbursed		\$62,750.00	\$0.00
	600 Special Events		\$49,308.30	\$25,848.52	\$23,459.78		
997	Unrestricted Funds	Gifts	\$230,403.77	\$325,244.05	\$229,647.25	\$326,000.57	
	Unclassified		\$100.00	\$0.00	\$0.00	\$100.00	
	Grand Total (Restricted & Unrestricted)		\$911,764.96	\$637,789.07	\$508,747.14	\$1,040,806.89	\$183,917.75
	Temporarily Restricted Funds:						
	Capital Programs		\$382,199.35				
	Other Non-Capital Programs		309,047.19				
	Unclassified		100.00				
			\$691,346.54				

**Friends of the Forest Preserves of DuPage County
Reimbursements to District**

	July 2023 Reimburse	November 2023 Reimburse
110 Mayslake	\$62,750.00	
205 Conservation/Natural Resources		\$9,997.12
207 Blanding's Turtles Program	\$3,272.75	\$780.00
210 Mayslake Peabody Estate	\$5,070.00	\$25.00
220 St James Farm	\$4,675.00	
225 Kline Creek Farm	\$550.00	\$600.00
230 Willowbrook Wildlife Center	\$100,000.00	\$50,000.00
235 Fullersburg Woods	\$1,475.00	\$1,631.50
240 Danada Equestrian Center	\$5,325.00	\$50.00
245 Preserve Improvements	\$700.00	\$5,250.00
250 Recreation Improvements	\$100.00	
281 Land Management		\$1,000.00
Restricted Operations	\$183,917.75	\$69,333.62
997 Unrestricted Operations		
Total Reimbursements in 2023	\$183,917.75	\$253,251.37