

Our Mission: We disrupt generational poverty through a primary focus on children & young adults and the specific challenges they face at distinct stages of life.

**Northwestern University Settlement Association
Regular Meeting of the Board of Directors
Vittum Theatre – In Person
Masks Required**

Zoom Dial-in Option

<https://nush-org.zoom.us/j/97415219641>

OR

Join by phone
+1 312-626-6799 US

CALL TO ORDER

AMY O' DONNELL

Present:

Patty Gahlon
Beth Boehrer
Ray Ramos
Alderman Walter Burnett
Gina Gooden
Sami ElSaden
Syd Browning
Bill Welnhofner

Amy O'Donnell
Bob Best
Kathy Elliott
Christine Jacobek
Amy Chung
Tracy Heilman
Holly Sunshine
Tyrone Washington

Zoom:

Christine McQuinn
Alice Schaff

Staff:

Jason Smith
Carole Wood
Edison Ureña
Danielle Lapointe
Jen Allman

The meeting was called to order at 12:21 pm.
Amy introduced the staff in attendance.

Agenda Item 1. Public Comment

No public comment.

Amy O'Donnell

Agenda Item 2. Chair's Comments

- a. Special Thanks
- b. Board Resources Portal and Board Email Addresses
- c. Optional Board Orientation Refresh

Amy O'Donnell

Amy thanked the Board for attending Board Day at Camp. Amy encouraged everyone to attend the North Shore Board gala. Amy thanked Gina and the North Shore Board for working hard for the North Shore Board gala. Gina shared that the event is almost full, and she encouraged everyone to buy tickets as soon as possible as they are close to selling out.

Amy thanked Christine Jacobek and read her thank you Resolution for her work on the Board and for the Family CARES program.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.

Amy announced that there is a resources portal for Board members to access directories. Jen has set up Board Email addresses. In the case of a FOIA investigation, the emails are subject to investigation Jen can help walk board members through the email set up after the meeting. Jen will send out a doodle poll for an optional orientation refresh this Fall.

Agenda Item 3. CEO's Report

Carole Wood

- a. Guest Speaker: Rowe Principal, Jason Smith
- b. House in the Wood Organizational Structure
- c. Discussion Topic
- d. [CEO's Report](#)

Carole welcomed everyone and introduced Jason Smith, the new Rowe principal. Jason joined us from Hines Elementary in Morton Grove. He has 25 years of experience in education and 15 years of experience as an administrator.

Jason greeted everyone and shared some info with everyone about his family. Jason shared that the school year has been wonderful, and it has been so wonderful meeting Carole and the Settlement services. He shared that every day flies by and every day is a learning experience. We have hired a new Assistant Principal in each building—experienced educators and administrators: Diana Smith at the Middle School and Akesha McLean at the Elementary School. Diana Smith ran a 3,000-student school, York High School. She is passionate about mission-based work. We are working on building systems, protocols, and procedures. Akesha McLean comes to us from CPS and is working with the teachers. We hired many new teachers over the summer and are already working on teacher retention for next year. Having a new leadership team can be a bit of a challenge but we are learning and growing together. Jason has reframed this year as a re-set of how we do things and how we treat each other and how the scholars treat each other. Jason is excited that his team is working in a creative and collaborative way to move forward with feedback from staff, families, and with scholars. Jason shared that they are taking notes about long-term work to be done. The leadership team is dedicated to the school and to the kids. Jason shared that he was interested in Rowe for its uniqueness and for the settlement services.

Syd asked what was one thing Jason was impressed with and one challenge that he wants to focus on. Jason shared that right off the bat, he noticed that the way that the teachers connect with our scholars even during Summer Academy, our teachers are connected and passionate about connecting with our scholars to help them succeed. They work with the students, they advocate for them, they connect with the families. These are teachers that understand who they are serving and want to see the kids succeed. The big thing that Jason is working on is wanting to set up a system of protocols and procedures in order to move forward. Jason has noticed that there are many teachers and staff who need to be trained on the software and on the protocols and procedures to take notes about those steps moving forward next year. Many of the teachers who are still present ran much of the school last year. Holly asked for an example of processes. Jason shared that for example, when it comes to substitute teaching and the teacher evaluation process, there was not a specific timeline of procedures.

Jason also shared that the old method of arrival and dismissal needed to be changed. When it comes to covid protocols we needed to look at that restructure. Carole shared that no one was trained on how to register scholars in the CPS software so the principals had to learn that software and train staff on that software. Now we will be prepared for that for next year. Carole thanked Jason and shared that everyone should feel free to reach out if people have questions.

Carole shared that Val is retiring and her last day is Wednesday. The leadership structure at House in the Wood will be restructured. This year we want to focus on integrating services. We are hiring a Vice President of Youth and Teen Programs. They will oversee the programs at House in the Wood and continued teen programming.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education

services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Carole said that we posted the position last Thursday and already have 18 applicants, 5 of whom are fabulous. Carole will be meeting with the Boys and Girls club to discuss what we should be looking for in this applicant.

Holly asked about personnel. Many staff are underpaid and/or require bonuses. Holly wanted to know, are there funds in the budget to hire this new VP and a director of camp? Holly asked about the budget and hiring a publicity director.

Carole shared that this new role would replace Val and additionally oversee out of school time. There are funds from teen programming. We want to integrate all of our programs and services, the camp, and Rowe.

Carole agreed do need communications, PR, marketing help and we are looking at how we can build that into the budget now. We have been speaking with consultants about this. We think we will hire a consultant to help us build a marketing and communication plan and then will hire someone who can help us execute that plan. However, we are not looking for that position right now. But we do need marketing and communication support to help us get to where we want to be.

Carole shared that the teen program is for out-of-school time programming up to age 24. Our current out-of-school staff, Martha Castillo, will report out to the new VP of Youth and Teen Programs. Amy agreed this will help us grow our teen programming organically with our middle schoolers and their out-of-school programming. The Vice President role will be based here in Chicago but will also travel up to camp to help run that programming. This staff member will help break down the silos between the programming. Gina shared that the North Shore Board is very excited about this new role.

Patty asked for clarification on the role title. Carole shared that the title is the Vice President of Youth and Young Adult Services. Carole said the goal is comprehensive, integrated, out-of-school programming to serve youth through Age 24. Right now, our middle schoolers age out of After School programming. We are looking at additional culinary programs, test prep, an alumni network, sports, and arts programming. We want to track our scholars through high school and college. This way we can actually track our scholars and families to measure our disruption of generational poverty.

Carole shared that our Rowe families don't know the staff at House in the Wood, so Rowe scholars are not attending camp. Holly asked for an org chart of what the leadership at camp looks like now and what it will look like with this new role. Carole shared that the staff was structured as 5 full-time staff members, Val, T, Ryan, Bendi, and an operations staffer. Many seasonal staff come in each year for the season and historically it was a heavy international staff which we are moving away from. Amy shared that T said they have trained many LITs in CPR and we want to train them in lifeguarding over the Winter and then we can train them to work and serve as counselors.

Tyrone asked about the current staff and how they feel about the leadership restructure. Carole shared that they are cautiously optimistic. They have all expressed the need for change and want to integrate the LIT program with other settlement programs. Carole shared that we have started having broader topics of discussion, as we should have these discussion topics at the Board meetings moving forward. Carole shared that at the next meeting we will talk about elevator pitches in order to go out to talk about and "sell" Northwestern Settlement and what we do. We will do a brief overview of finance and the budget. Carole welcomed everyone to let her know if they have ideas about discussion topics.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special

education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Holly referred to the Rowe chart in the CEO report. She said it is interesting that Lozano is a very small school with very small class sizes. Parents may be looking at class sizes when marketing Rowe. Carole said that we can look into that. Christine said that she appreciates having the updates in this form. Carole thanked Jen and Danielle for building the report.

Amy asked about COVID updates. Carole shared that we still run test to stay. We had all children test as school began. We have had around 20 students test positive and the close contacts will then test to see if they can stay. Head start funding requires wearing masks, so we require masks across the programs. Soon Head Start will be moving to a mask optional policy and at that point, we will become mask optional as well. We have a new lab we are working with—we have to work with a lab that does not require insurance in order to make it easy and accessible for families. Right now, we have one covid clerk for both families who communicates with staff and families. We have scholars isolate for 5 days and they wear a mask upon return. We do not require a negative test to return. Jason added we have had 4-5 teachers test positive and then need to stay home. We have had around 20 scholars test positive since the first day of school, Aug. 22. Jason said that we test on Monday and Thursday. We sometimes have scholars who will quarantine at school until their families can pick them up. Jason shared that elementary school students are more willing to wear their masks and the middle schoolers are a bit more challenging as they care more about what they look like.

Syd asked about culture and DEI and asked about how many vendors we have in regard to this. Carole shared she's not sure of the exact number—there are vendors across multiple programs and the schools. We have to look at our current vendors and what current contracts do we have that we are locked into. It's an ongoing project to look at.

Amy asked, are there any questions for Carole? Ginny asked can we have a full organization chart for all programs? Carole said yes, we can show an org chart of where we are now and where we are going. The new role won't begin working until January. We will start interviewing shortly.

Christine asked did we do a farewell for Val? Carole shared that the staff did have a farewell lunch for Val and that Val is hosting an event on her own to celebrate.

Agenda Item 4. Audit & Finance / Financials

Bill Welnhofer, Edison Ureña

- a. NUSA Financial Reports as of August 31, 2022
 - i. [NUSA Overall Balance Sheet as of August 31, 2022](#)
 - ii. [NUSA Consolidated Budget Comparison as of August 31, 2022](#)
- b. Endowment Reports
 - i. [NUSA Portfolio Overview Report](#)
 - ii. [NUSA Portfolio with William Blair](#)

Bill shared that if you look at the financials, we are in a good place for this fiscal year but there are some storm clouds on the horizon for the next fiscal year. Bill said that out of the gate we are up about 500K in a positive variance in our budget. However, 302K of that is money that we received in error from CPS due to an overpayment from CPS for reimbursement from enrollment for over-projecting the enrollment numbers of 990 students for SY 22-23. We are actually to be reimbursed for only 882 and that will be reversed shortly.

Bill shared that we get reimbursed for the larger number: the number of scholars this year or last year. The larger number is 882 so we will be reimbursed for that number.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

We have 770 students at this moment. That is around a 100-student difference and at 10K in reimbursement per scholar that comes to 1 million dollars which will need to be considered for next year's budget. We will need enhanced revenue or reduced expenditures for next year.

Bill mentioned that we did not budget any funds this year for covid dollars. There will be around 750K coming in for COVID dollars, but we will need to spend those funds this fiscal year. We have not yet budgeted those expenditures so there will be some windfall—we have some expenditures budgeted that we can use these funds for, and it will be a small positive variance.

Bill mentioned if you look at the balance standpoint—we are in a strong financial position. We don't expect to go through our cash until our next repayment from CPS. We don't have to be particularly concerned for this fiscal year.

Bill asked about enrollment and the number of students: what do we need to work on to increase enrollment? Jason shared that he has been meeting with Carole to discuss how we advertise and how do we recruit in new ways other than what we have been doing. Carole and Jason are also looking at what number of scholars is ideal for the facilities as well. Jason said that this year we have a few more scholars trickling in, but most students are set. We want to revamp our exposure and our publicity, but we also want to know what the ideal number for our enrollment is and what we are looking to provide. Jason mentioned that he is working with the website provider to revamp the page to be more of a school website. Jason said we will bring flyers to daycares and churches—they are also asking the parent advisory council about where we should be going to connect with new families. We are hoping that parents will also help via word of mouth.

Amy shared that even with a simple google search, we don't show up well as a Charter School online on third-party sites. Jason shared that he is meeting with Danielle and the website provider who does SEO, in order to analyze how we look online on the internet. Jason said that our scholars are our best marketing point, and we should create videos featuring our scholars on the website.

Syd asked can we provide incentives to families to review our school on certain sites? Jason shared that we have been asking families to like our Facebook page. Jason shared we could offer a raffle option if families review the teachers or staff on certain sites.

Ray asked, do we have a plan or strategy for retention of scholars? Jason said yes, we want to have ongoing feedback from scholars and families about what is going well and what is not going well so that we can continue to address it. Jason wants to send out a survey after the first quarter. We want to keep families happy. Jason shared that a few families have left since school began but it was usually for personal reasons or for the sake of convenience for those families.

Holly asked about the discipline problem last year at Rowe in the middle school. Jason said yes, last year was difficult for staff without administration leadership. This year there has been a focus on behavior, follow-up, and on communication.

Sami mentioned that if we look data from the other schools, can we look at who is succeeding in enrollment—can we look at their website and see what they are doing.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Beth asked about the number of students at Lozano, 130 scholars, are we recruiting any of those students? Jason said they are building relationships with that school—we are working on a project with them to revamp the playground at the elementary school with a grant we got from CPS. Amy shared that Lozano is small, but it is a dual language school which makes it unique for the area. Jason shared that when we meet with vendors to discuss facilities, they always mentioned that we are a very large school. Beth asked about the sweet-spot number for enrollment. Edison and Carole shared that the business plan is built on 1,000 scholars. Amy shared that we have our CPS rating coming up, our new market tax credit, our refinancing, and our charter renewal all coming up around the same time, so these are all issues to look into.

Jason left the meeting at 1:20pm.

Bill shared that we have not drawn any money out of our endowments since March of 2020—so it has been 2.5 years since we have taken any money out of our endowment. However, the federal reserve is in the midst of its most aggressive tightening since the mid '80s. Interest rates have been on the rise and our portfolios are down 10% or so with over 3 million in the endowments we are down around 300K we are aware of those concerns, but we don't want to liquify the investments we want to ride it out and we are hoping that the worst is over. There may be some choppy waters ahead but hope that things will look up next year.

Alderman Burnett asked about the fundraiser in October. Amy answered that the North Shore Board is fundraising for House in the Wood and Outdoor Education programming. Tracy asked if the funds raised have a hard restriction for House in the Wood. Gina said it is a soft restriction—in the past funds have been used for both camp and other programs.

Alderman Burnett asked do we have other fundraisers for our programs? Bill said our largest line item in the budget is the school, and most of that revenue comes in from reimbursement from CPS. Our 3 Auxiliary Boards bring in around 500K from their three annual events. Alderman Burnett asked, do we have corporate partners with the school? Amy shared we had a large naming donor for the school and that relationship is now being repaired and we hope to have a donation from that donor this year. Amy agreed we need to find new fundraising partners and focus on growth. Amy shared that we do not have a Settlement-wide fundraiser yet and it might happen in the future. We rely heavily on Board giving, and foundation funding, and are working on revamping that private philanthropy.

Alderman Burnett asked can we ask the Exelon utility company to support us? Carole shared that Exelon is not a large donor right now—they supported us in the past a bit, but they weren't a major partner when John Rowe supported us. We have approached them, but they want to see what we do. Bill shared that John Rowe gave 5 million to form Rowe and 2 million to help build the middle school. One of his issues with our organization was that the focus should have been on the school and not the Settlement programming. When the rating of the school went down his enthusiasm waned, and the Rowes now live in Florida.

Holly asked about the fees with William Blair. Bill shared it is a flat fee, not a fee per trade. Holly asked has William Blair helped up find any new donors or partners. Bill shared that the strategy of relying on our Auxiliary boards and friends to give, we won't survive on that strategy alone. We want to tap into institutional donors. We want to align ourselves with William Blair to build those relationships, for example. We moved over to them around 18 months ago.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.

Bill mentioned that Patty Gahlon knows Laura Coy, who heads up the philanthropic entities that are clients at William Blair. We haven't landed any large gifts yet through William Blair, but it takes a long time to build those relationships. Bill said that it is a similar situation with moving over to bank with Wintrust. It was a strategic move, and they have 25 years of relationships with other Chicago institutions. We are hoping they will open doors for us.

Amy shared that William Blair donated 15K or so and that through William Blair, we made it to the final round of a grant application process for a 6-figure grant—we are hoping to reapply in the future. Carole shared that she is having lunch with Laura Coy next week. Patty confirmed, William Blair is still a major player. We are hoping for a new board member who will not have a conflict of interest with us. For us to get as far as we did in the grant proposal process was very impressive for the first go of the proposal application. We are hoping to build on that relationship going forward. They encouraged us to come back for another round next year. Patty is hoping that if we have a board member from William Blair on our board, we may be able to secure that grant funding. Patty shared that there is a lot going on with the fundraising updates.

Gina Gooden left the meeting at 1:33 pm.

Agenda Item 5. Consent Agenda

Amy O'Donnell

- a. Approval of Continued Verizon Equipment Placement
 - i. [Verizon Telecommunications Placement Documents](#)
- b. Approval of Board Meeting Minutes
 - i. [Minutes – June 27, 2022](#)
- c. Executive Committee Report
 - i. [Minutes – August 22, 2022](#)
- d. Head Start Report
 - i. [June Monthly Narrative Report](#)
 - ii. [July Monthly Narrative Report](#)

Note: With the unanimous consent of the Board, the Consent Agenda shall be acted upon by a single omnibus vote. Any Board member may request that any item on the Consent Agenda be removed and not included in that vote.

Amy asked for a vote to approve the consent Agenda. No questions or requests to remove items. Kathy motioned to approve. Ginny seconded. All in favor. None opposed. Consent agenda is approved.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special

Agenda Item 6. Committee Reports

- a. Governance Committee Report **Kathy Elliott**
- i. Action Item: Vote to amend the By-Laws
 - [Resolution to Amend the By-Laws](#)
- b. General Counsel Update Bob Best
- c. Stewardship & Outreach Report Patty Gahlon
- i. [Prospect Profiles](#)
 - ii. [FY23 Development Strategic Plan](#)
- d. Education Committee Report Alice Schaff
- e. Mental Health Committee Report Christine Jacobek
- f. Operations Committee Report Tom Lapidus
- g. Program Integration & Innovation Committee Report Tracy Heilman

Kathy shared we had our first governance committee meeting last week. We are beginning on working on a few new projects. Board recruitment is one of our focuses—we could use new Board members with specific skills, we are looking at making a formalized vetting process for potential board member. WE are also discussing Board Succession. Kathy shared that we want to right size the board, what is the right-size of board members? Right now, we have 27 members and the By-Laws state we need between 28-32. We want to alter that number to keep us in compliance with our By-Laws moving forward. We want to formalize our Council of Advisors and their roles. We will also look at future candidates for this council. It has historically been loosely defined and we would like a more specific definition for this council.

Kathy shared the resolution to Amend the By-Laws: the size of the board with a range of 5 members, in accordance with Illinois law. Bob agreed. We have shrunk a bit, so we are proposing a range of (22-27) members. If someone cycles off, we won't have to panic about anyone cycling off.

Kathy said that we also are proposing a change to the By-Laws in how we circulate and communicate our CEO's annual performance review. We want the Board to be updated by the performance review each year in July or August. We want to also be mindful of the CEO's privacy, so there is a change to that language regarding the communication of the CEO's performance review and compensation process. Bob confirmed the contents of the resolutions as Kathy just described. Holly asked about our current number of members at 27. Amy shared we are probably closer to 25 as we are anticipating a few people rolling off shortly.

Kathy asked for a motion to approve the resolution. Bob motioned. Amy seconded. All in favor. None opposed. The resolution passes.

Holly asked about succession planning regarding the CEO in case of emergency. Kathy mentioned that we have been looking at that and worked on a plan last year—in regards to this reference to succession planning we are referring to Board Member succession. Kathy also shared that we now have contingency plans internally for staff. Carole confirmed.

Bob shared that we want to all sign up for our NUSH.org email account. We want all communication with Staff and Board members to go through that email account. This way personal email accounts will not be subject to potential investigation in the case of potential litigation.

Jen can update the Directory and contact list to include the Board email addresses as well.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Bob shared that all board members need 2 hours of professional development training each year. INCS has provide free online training 1 hour each: one tomorrow afternoon at 4pm and one in October. INCS has other programs for \$50 each that are recorded in order to complete that training. Jen can re-send another email for Board members to register with Alison Jacks at INCS.

In November, Bob will do 4 hour training for Amy Chung and Tyrone Washington as new Board Members who require the 4 hours of training.

Patty shared the Stewardship and Outreach committee update. We met to review the new Development plan for FY23. We reviewed and approved the Development Plan. Patty mentioned that feedback is welcome if you would like to review it. This year we want to focus on identifying prospects for funding and analyzing if they are a good fit. Patty mentioned that Leslie is wonderful, and she put together a profile of prospects and Board Members can look through the profiles to see if they know anyone on each profile. Patty wants to know if anyone knows anyone from the foundations. Holly shared that Liz Tizdahl is the former mayor of Evanston and Christine McQuinn may know her. Patty confirmed yes, Chirstine has reached out.

Patty shared that to date we have raised 170K cash in the door. We have a congressional earmark for 300K and an ISBE grant of 600K including those we are at 1.1 million on our way 1.9 million with around 500K proposals out with their outcoming pending. Amy added we received another 25K from PwC. We also applied for 100K in funding from Hearst last week and Patty had good feedback from her contact there.

Holly asked about 100 percent of Board members contributing to the Annual Fund? Patty clarified that the Auxiliary Board Presidents are on this board but Auxiliary Boards support by donating to their annual galas. Carole said it is common for funders to ask about Board participation and giving. Bob confirmed yes, many foundations ask, are 100% of Board members contributing annually but that would not extend to the Auxiliary Board members.

Amy mentioned once again it will be very helpful to have everyone look at those prospect profiles.

Alice shared an update on the Education Committee. Alice shared that the committee recently had its first meeting for the year. Linda and the ECE team shared that they received a 63K grant to teach a sensory program, project CALM, so they are in the process of hiring a consultant to build this program. They focused on their male engagement program to reach out to male guardians of the children to promote ECE learning. There is also a fee for service classroom at Rowe now. Jason updated the committee about updates on discipline, traffic updates for drop-off and dismissal, and the focus on increasing enrollment. Alice added that they have hired a director of operations at the school to focus on compliance and running the school (substitute teaching, covid, etc.). There is a mentor program between new teachers and returning teachers. There is coaching from administrators with the returning teachers as well. Jason is also building out the parent advisory committee to make sure families feel taken care of. Attendance levels are decent for the beginning of the school year and will be going up as the school year started early. ECE is not quite in compliance for attendance, but they are talking to families to increase attendance. Overall, the staff feels impressed and hopeful with the school leadership team.

Christine shared an update for the Mental Health Committee. Christine said there is some great info in Carole's CEO report about Family CARES. There is a new position for a new therapist hired by the Settlement to see 10 clients and will oversee an out of school teen mentoring program.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Christine said that Camp Mariposa took place at camp last week. Eluna CEO, Mary Fitzgerald, visited HITW and was excited about the partnership and wants to film a video project at camp. Oct 8-10 will be the first camp weekend for Camp Erin. Amy thanked Christine.

Carole shared that the Operations committee oversees facilities, HR, and IT and all three of those departments are moving along and doing well.

Tracy shared the PII updates. The committee is looking at a restructure to focus on strategy and outcomes with program directors to report out on their KPI's and gather their data. Board and committee members are available to program directors as needs arise. We will continue to look at future opportunities for integration and each call is a nice brainstorming session for collaboration.

Agenda Item 7. Auxiliary Board Updates

- a. Emerging Leaders Chicago Board
- b. Evanston Woman's Board
- c. North Shore Board
- d. Winnetka Board

**Sydney Browning
Christine McQuinn
Gina Gooden
Amy Chung**

Syd shared that the Emerging Leaders Board is focusing on brand awareness. There are new members who want to know what all our programming does. Syd has been working with the board members and they want to have program directors come in to share what they do for the organization. Next year there may be a fundraiser and the board hopes to have an event or marketing event before the end of this calendar year. We have a diverse board in background, age, location, and more. This is a great board for anyone who sees themselves as an emerging leader. Syd shared that we now have 13 members. The board now meets every other week by Zoom and we want to move to once a month in person in order to build those relationships.

Amy shared the update from the Winnetka Board, there are 27 members, and they just had their first meeting this year. We had a few members move from Active to Associate but we want to work on retaining more members and grow with some new members. We are having some networking events to meet new members. We are still planning our fundraising event for the Spring- we will be celebrating 100 years in the Spring.

Holly mentioned that she can share an update from the Evanston Woman's Board. Membership is a bit down as well. Holly mentioned that the EWB is about to launch its annual Dollar Letter campaign. It is supplemented by income from the Endowment and that is also down a bit, and the first meeting will be tomorrow. October will be when the dollar letter is mailed.

Agenda Item 8. Closed Session pursuant to: Section 2(c)(1) of the

Amy O'Donnell

**Illinois Open Meetings Act to consider the appointment,
employment, compensation, discipline, performance,
or dismissal of one or more specific employees**

Christine Jacobek motioned to move to closed session. Bob seconded. Meeting moved to closed session. Closed session began at 2:20 pm.

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.



**BOARD OF DIRECTORS
REGULAR MEETING MINUTES
September 19, 2022 – 12:00 PM**

Jen began an audio recording of the session to have record of the meeting for the Open Meetings Act requirements.

Amy asked for a motion to adjourn from closed session. Bob motioned. Patty seconded. Closed session adjourned at 2:35pm.

The board returned to open session at 2:35pm.

Agenda Item 9. Questions / Other

Amy O'Donnell

- a. Next regular meeting: Monday, Dec. 12 | Noon
Guild Hall (location change)
- b. Next regular meeting discussion topics
 - i. Mission & Elevator Pitch
 - ii. Budget Overview
- b. [North Shore Board Gala to support House in the Wood:
Evening Under the Stars | Oct 22 | Ritz-Carlton](#)

Amy mentioned that the December meeting will be on Dec 12 in person in Guild Hall.

Minutes submitted by: Jen Allman

The public is welcome to attend the meeting.

Discrimination based on disability, race, creed, color, gender, national origin, religion, ancestry, marital status, or need for special education services is prohibited.