



ILLINOIS

BOARD MEETING MINUTES

DATE AND TIME: Thursday, January 20th, 2011, 6-8pm

LOCATION: CallOne/e-One, 123 N Wacker Drive, 7th Floor, Chicago, IL 60606

NEXT BOARD MEETING

Date and Time: February 18, 2011
12:00 PM – 1:30 PM

Location: Conference Call – (In-person optional at e-One)

- Phone: (661) 673-8600 Access Code: 1013719#
- URL: <http://usgbc-illinois.na5.acrobat.com/r70618007/>

Attendees:	X- Bischman, Ben (BB) – Secretary	X- Janowski, Tony (TJ) – Vice Chair
	X - Corso, Abigail (AbC)	X - Kessler, Helen (HK)
	<input type="checkbox"/> - Corso, Anthony (AnC)	X- Krohn, Sharon (SK)
	<input type="checkbox"/> - Derderian, Kevork (KD)	X- Levey, Jon (JL)
	X - Dudek, Mike (MD)	X - Matthews, Paul (PM)
	X- Evens, Anne (AE)	X - Schmidt, Jennifer (JS) – Asst. Secretary
	X- Finnegan, Paige (PF) – Chair	X- Tuhowski, George (GT) – Ex Officio
	X- Freehling, Joel (JF) – Treasurer	X - Widener, Doug (DW) – Executive Director

Announcements

Call to order 6:07

Board Actions/Consent Agenda

1. December Meeting Minutes
2. Authorization of Committees and Branches
3. Approve newly elected Committee and Branch Leadership

GT/PM – all in favor

Leadership and Staff Reports

1. Executive Director Report (DW)
 - Fundraising update – packets distributed to all Board members. 3,500 packets sent out to likely prospects (past sponsors, likely sponsors). To date \$46,500 raised toward our goal of \$200,000. \$20,000 more confirmed since report.
 - Grants – submitted \$95,000 in new proposals in December. \$115,000 in pending grants.
 - Draft of HJR 45 to be distributed in February.
 - Adopt a School Program – currently underfunded. In future more consideration should be given prior to committing to such extensive projects. The commitment of

Chapter resources and staff time to unprofitable programming should be reviewed in more detail prior to signing off on any project.

- New strategic groups will meet first quarter.
- Annual audit begins 1/31/11.
- Staff Reviews to begin in February.

2. Treasurer Report (JF)

- Draft YE numbers submitted to the board.
- The large loss last year was actually larger than our cash position.
- Cash management going forward will be the main focus next year. Receivables will need to be closely watched and an additional line of credit should be considered.
- \$85,000 loan paid off with secured funds.
- Biggest challenge with the income statement is managing the programming income. It is incumbent on board to collect as much revenue as possible earlier in the year. Program expenses are incurred prior to the realization of income associated with the individual programs.
- 2011 Budget includes a large increase in programmatic income. If this income is not realized, the downfalls in 2010 could be replicated.

DW- 2011 Budget is based on programs in place that were not instituted until mid-2010.

MD – Rockford members count on monthly programming. Only 6 months of education were scheduled last year. Third parties are capitalizing on LEED GA/AP education.

SK- Realistic picture needs to be relayed to Branch chairs on what actual costs of programming are.

DW – Branch committees have been instructed that programs that do not break even will be cancelled.

3. Chair Report (PF)

- Executive Director Review scheduled for February.
- Emerald Gala – first notice sent out. Early purchase incentives are available. Success of the Gala is dependent on the board.
- Natural Leader Awards nominations are due end of January. Discussion on potential candidates for nomination.
- Goal for 2011 is to become more effective and efficient Board with an eye to fewer full Board meetings in the future.
- USGBC national election results were posted. Press release on USGBC National Home Page.
- Survey is going to be sent to Board Members on making connections to make Gala more successful.

New Business

1. Discussion/Action on items removed from Consent Agenda (Finnegan)
2. LEED 2012 Regionalization (Albrecht/Eckman)

Rand and John informed Board on Regionalization Credits. Chapter and Regional task forces need to be created. Purpose of the working group is to provide a more consistent process nationally.

End product is 3 fold:

1. Identify regional boundaries
2. Associate particular credits within regional boundaries
3. Elicit feedback from local stakeholders

Part of the process is to establish REGIS – regional GIS – web based tool to map environmental data as a resource to local chapters.

This is an opportunity for local chapter to weigh in on actual LEED credits and to partner with other regional organizations outside building industry to expand on data set.

Board needs to point out to the chapter what is happening, and outline parameters to establish a working group.

3. Staff Report (Kaluzny)
PF: A Chapter staff member will be invited quarterly to give updates on their strategic roles. Katie Kaluzny, Associate Director–Katie is Associate Director and oversees the RGB and Education Committees, and the Fox Valley, Central Illinois, and Chicago Branches. Education Committee is working to make speaker selection more transparent and streamlined. The first-ever EducationRFP resulted in 90 responses. We will be offering LEED workshops in 14 chapters in the region. License agreement signed with GPRO to offer pilot program to Trade Associations and Community Colleges. Operations Circle will be working on training Branches to be more self sufficient and rely less on staff. Board involvement in Branch meetings and programs is a key to continued success as it allows staff to focus more on development.
4. Fundraising/Development (Widener)

DW – Fundraising – Intro packet disbursed to all members including:
Program Partnership Brochure
Sustaining Partnership Brochure
Emerald Gala Sponsorship Program Brochure
Membership Brochures
5. Board Committee Appointments (Finnegan/Widener)

Governance – Abby and Laureen to co-chair
Development – Kevork to chair
Finance – Joel to chair
6. Approve Heartland Regional Council Representatives (PF/DW)

Slate is completely open. The Board must appoint 2 representatives (1 – one year and 1 – two year terms). EC has made the recommendation for George Tuhowski and Kim Lombardozi . Due to rule changes, John Albrecht will not term out and has expressed interest in retaining his position. Helen Kessler has expressed interest. Discussion – John has been on for 6 years, since inception. Kim has been on for 3 years. Board representation is deemed necessary to provide proper communication back to the Board.

TJ/MD Motion – Kim Lombardozi to the 1 year term, George Tuhowski to the 2 year term. Helen slated to replace Kim next year. 12 for, 1 abstain (GT).

7. Regional Representative Report - (Lombardozi/Albrecht)

Pass

8. Open Discussion from the Floor - (Finnegan - moderator)

Discussion on Staff responsibilities - Development Director and CFO have been established as priorities.

Adjournment

8:35pm