



ILLINOIS

NOVEMBER 2011 BOARD MEETING MINUTES

DATE AND TIME: Friday, November 18, 2011, 12-1:30pm

LOCATION: VIA CONFERENCE CALL

Attendees:	X- Bischman, Ben (BB) – Secretary	X- Janowski, Tony (TJ) – Vice Chair
	X- Corso, Abigail (AbC)	X- Kessler, Helen (HK)
	X- Corso, Anthony (AnC)	X- Krohn, Sharon (SK)
	X- Dudek, Mike (MD)	X- Levey, Jon (JL)
	X- Evens, Anne (AE)	X- Matthews, Paul (PM)
	X- Finnegan, Paige (PF) – Chair	X- Tuhowski, George (GT) – Ex Officio
	X- Freehling, Joel (JF) – Treasurer	X- Widener, Doug (DW) – Executive Director

Call to Order 12:07 PM

Board Actions/Consent Agenda

1. October Meeting Minutes – HK/JF – Unanimously approved

Leadership and Staff Reports

1. Executive Director Report (DW)

2011 Sponsorship appeal

Sponsorship Follow-up and Commitments to Date (as of 10.17.2011)

TOTAL Includes (\$15,000 estimate for December 2011 sponsorships)	\$140,296.00	70% of original annual sponsorship goal of \$200,000; 94% of reforecast sponsorship goal of \$150,000
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New Commitments since last meeting:

Chicago Regional Council of Carpenters - \$5,000 (Thank you Tony and CRCC!!)

2012 Sponsorship Campaign

The 2012 Chapter Sponsorship Campaign launched the week of 10.30 week. Board members were provided sponsorship resources and were asked to identify their top 3-5 prospects, report them to Doug, and contact them by the November Board meeting. Doug has heard from very few Board members on this front. This is a key role of Board members and your timely attention to this is greatly appreciated. If you need assistance or have questions, please contact Doug. He is here to help, but your participation is critical.

Doug is currently contacting all past sponsors to secure their 2012 commitments.

Grants – As Doug notified the Board two weeks ago, we received a \$10,000 grant from Northern Trust for training of staff from affordable housing developers. This program will start in late January 2012 and will run through late spring/early summer. We are currently recruiting staff from Chicago affordable housing development agencies.

B. Program Updates

- **Volunteer Recognition Event** – Our volunteer recognition event is slated for 5-10pm, Friday, December 9, 2011 at the Rebuilding Exchange (Ashland and Webster). We will host an award reception and mixer from 5-6 followed by the High Design Holiday Party, which is a collaborative function with the Rebuilding Exchange and AIA-Chicago. As in years past, Board members are asked to help underwrite this event which recognizes the significant contributions our members make to the Chapter. We need \$3,500 to cover the budget which includes:
 - o \$500 – awards
 - o \$2,500 – food/beverage/catering
 - o \$500 – a/v, decorations

Given that this is an event to recognize our volunteers who donate time and talent throughout the year, we also are seeking willing Board members to assist staff in ‘staffing’ the event. If interested, please let Doug know.

High Design Holiday Party - Friday, December 9, 6-10 pm. As referenced above, USGBC-Illinois is partnering with AIA-Chicago and the Rebuilding Exchange on the High Design Holiday Party, a joint networking and fundraising event. Board members are encouraged to attend. More info at: <http://www.usgbc-illinois.org/calendar/high-design-holiday-party-december-9th/>.

- **Strategic Planning** – Next steps with the 2012-15 Strategic Plan will be discussed during the October 20 Board meeting.
- **CSI Show** – Doug and Cathy Beasley, Executive Director of CSI-Chicago visited prospective suburban venues for the CSI/USGBC Expo and conference this week including: Schaumburg Convention Center, Arlington Park, Meridian, and Chicago Regional Council of Carpenters. City venues we are researching include: Westin, Palmer House, Hilton, and Holiday Inn Mart Plaza. We hope to have a venue secured by month’s end. We are currently seeking individuals to chair three committees: Education/Programming, Exhibits/Sponsors, and Marketing/Promotion. If any Board members are interested, please let Doug know.
- **Gala next steps** – We are still seeking interested Board members to assist Doug in weighing options and developing a plan for a 2012 replacement to the Gala. Please let Doug know if you are interested. Your help is needed and greatly appreciated. The Green Exchange was discussed as the venue. JL/SK/PF/TJ to explore other options with Doug.
- **Meetings with the City of Chicago** – 11.10 - Doug met with Karen Weigert, Chief Environmental Officer from the City of Chicago on November 10. The reason for the meeting was to discuss the greening of Chicago’s codes and energy efficiency programs. Doug presented the NYC USGBC Chapter’s process with New York City on greening their

codes. Discussion also focused on the International Green Construction Code and the International Energy Efficiency Code. Doug was asked to provide information comparing IECC 2006 versus 2012 and the main components of the IGCC. Doug contacted several Chapter members, including Helen Kessler, and USGBC national staff for resources on this and will send follow up information to Karen by Friday. Doug will keep the Board apprised.

2. Chair Report (PF)

Board Fundraising

Essential to our organization and the role of a Board member. What can you commit to in the next 6 weeks? 2012?

Chapter Board Elections

- a. Encourage all members to vote – you too!
- b. Polls close December 2nd
- c. 2012 Officers – start thinking about how you would like the 2012 Board to look like

National Board Elections

Congratulations to Chapter Member Marge Anderson on her election to the National Board of Directors!

Volunteer Appreciation Event at the Rebuilding Exchange

5:00 PM - 6:00 PM, Chapter Volunteer Appreciation and Award Ceremony

We will honor the Chapter member volunteers who shape the Chapter, continue moving it forward, help it grow, and keep it strong. It is the Chapter's way of saying "THANK YOU" for your dedication to the USGBC – Illinois Chapter.

3. Treasurer Report (JF)

This Chapter continues to see improving financial performance thanks to the hard work of the staff and board. Year to date net income of \$24.8K is \$60k better than originally budgeted and \$100k better than seen at this time in 2010. The improved net does not even include the \$10k award from Northern Trust, which will be received this month. With this grant, additional sponsorships, and operational savings from unplanned staff reductions, the Chapter is inching towards break even for the year. This improvement is quite an accomplishment given how the year started. With the improved net income, the Chapter's cash position also has grown. The Chapter had more than \$153k on hand at month's end. Kudos to Doug and all his staff for their very determined effort in growing revenue, controlling expenses, and following up on outstanding invoices.

Finance Committee approved 2012 Budget was presented to the Board. Conceptually agreed to by the board and final draft will be presented for final approval at the December 2011 Board Meeting.

4. Regional Representative Report (GT)

5. Staff Reports

New Business

1. Discussion/Action on items removed from Consent Agenda (Finnegan)

2. Affinity Program Approval, FOR ACTION (Widener)
3. Fundraising Roundtable (Finnegan/Widener)
4. 2012 Budget Presentation (Widener/Freehling)
5. Strategic Plan Update (Corso)
6. Open Discussion from the Floor - (Finnegan - moderator)

Adjournment

1:30 PM

