



ILLINOIS

SEPTEMBER BOARD MEETING MINUTES

DATE AND TIME: Friday, September 16, 2011, 12-1:30 pm

LOCATION: CONFERENCE CALL Dial-In: (218) 862-6420, Code 582-4423#

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

Call to order 12:10 PM

Board Actions/Consent Agenda

1. August Meeting Minutes – TJ/JF – unanimous/HK abstain

Leadership and Staff Reports

1. Executive Director Report (DW)

Fundraising

Sponsorship Follow-up and Commitments to Date (as of 9.13.2011)

TOTAL Includes (\$15,000 estimate for December 2011 sponsorships)	\$136,246.00	68% of original annual sponsorship goal of \$200,000; 91% of reforecast sponsorship goal of \$150,000
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2011 Board Sponsor Prospecting

Board members are asked to report on their prospecting activities since the July meeting.

Grants – August was another busy time for both grant submissions and in building a comprehensive grant calendar.

Total Received: \$13,000

Total Pending: \$310,000

Total Declined: \$90,000

Total Submissions March-August: \$413,000

Grants to be submitted in August/early September:

- Field Foundation of Illinois – LEED ND Phase 2 (See Gaylord and Dorothy Donnelly Foundation above) due 9/15

Other Foundations/Companies with charitable giving divisions being researched include:

- Alphawood Foundation
- Chicago Community Trust
- Richard C. Driehaus Foundation
- Elizabeth Morse Genius Charitable Trust
- Lumpkin Family Foundation
- Dr. Scholl Foundation
- Caterpillar Foundation
- Archer Daniels Midland Foundation
- Peoples Gas
- Discover Card
- Comer Foundation
- Circle of Service Foundation

B. Program Updates

Strategic Planning –

- BOARD PLANNING SESSION -Please fill out the DOODLE poll Katie sent around for the Board planning session. Board members committed to this at the July meeting with an intention to hold this meeting in August or early September. We are now looking for dates in early October due to lack of response. It is imperative that you respond and we have this session. If you haven't already done so, please submit your dates, so we can get this meeting scheduled.
- MEMBER SURVEY - A member survey for the strategic plan is open. Responses are due back by Friday 9.23.
- SPONSOR SURVEY – A survey of current and past sponsors will also go out next week as a part of the planning process.
- PEER CHAPTER SURVEY – A survey of peer chapter will go out this week.
- SWOT Analysis/Competitive Research – ongoing
- Committee/Branch Focus Groups – Katie and Doug are making the rounds of all committee and branch meetings in September to conduct focus groups as a part of the planning process.
- Stakeholder Interviews – Doug and Katie are setting up a schedule to meet with a variety of governmental, corporate, NPO, and trade partners as a part of the planning process. If you have ideas of organizations to meet with, please let Doug know.
- The goal is to use all of the above to identify main ideas and strategies by the end of October to assist Committees and Branches with 2012 planning and budgeting with the final plan completed and approved by year's end.

It is important and critical for Board members to assist and engage with the strategic planning process. Currently Doug and Katie are managing the project. Given the departure of our intern, Rish Sing, and Karin's maternity leave, additional arms and legs of interested Board members are appreciated in helping with the planning process. If interested, please contact Doug.

Holiday Party and Volunteer Recognition Event – Friday December 9, 2011, ReBuilding Exchange – USGBC-Illinois will host its Volunteer Recognition event Friday, December 9 at the ReBuilding Exchange from 6-10pm. An awards ceremony will proceed the event at 5:30. The

holiday party is a joint collaboration with AIA-Chicago and the ReBuilding Exchange with proceeds from the event benefiting all three organizations. The event will include a design competition (AIA-Chicago) and Silent Auction. We hope to use this event as a pilot for conducting lower-key fundraisers throughout the year, rather than one big one (aka Emerald Gala).

Better Buildings Better Business (B4) Conference –

USGBC-Illinois is partnering with the Energy Center of Wisconsin on their first Illinois B4 conference. The event to be held in late January 2012 in Schaumburg will feature conference sessions and an exhibit hall. USGBC-Illinois is helping to sell exhibit space in the conference's 'green pavilion', for all non-energy, green building related companies. USGBC-Illinois keeps 100% of the proceeds from exhibit fees for the green pavilion. For more information and to help spread the word, please contact Joan Martin from the Chapter's staff at: Jmartin@usgbc-illinois.org or 312.245.8300 x. 205.

2. Treasurer Report (JF)

- The Chapter's net income fell below break-even this month with a little over a \$9,000 lost posted to date. Continued focus on grants and sponsorships will be important to ensure we improve from this point. However, sponsorships continue to be slow. It should be noted, that the loss to date relates to payouts for grants from restricted income earned in previous fiscal years but spent this year. The return for non-restricted programming is still positive.
- Membership is ahead of budget and national membership dues share is tracking to budget. Continued expense control is helping and needs to be a major focus throughout the year.
- Doug and Joan are actively working on Accounts Receivable collections and nearly \$15,000 in outstanding A/R has been verbally committed to be paid this month.
- This time last year our loss posted was over \$98,000, so, while we are still at a loss, we are much better than last year and on target to meet or beat our reforecasted budget (especially if grant revenue from our outstanding grants comes in later this year.

3. Regional Representative Report (GT)

4. Staff Reports

New Business

1. Discussion/Action on items removed from Consent Agenda (Finnegan)
2. 2011 Board Elections (Finnegan) – TJ/HK - Unanimous
3. CSI Show (Widener) – GT/HK - Unanimous
4. Advocacy Plan (Widener) – TD/MD – Unanimous
5. Affinity Program Approval – MD/HK - Unanimous
6. Fundraising Roundtable (Widener/Finnegan)
7. Open Discussion from the Floor - (Finnegan - moderator)

Adjourned 1:33 PM
