

Foundation Board of Directors Meeting

Minutes for June 21, 2016 Meeting

Abraham Lincoln Hotel and Conference Center

Springfield, Illinois

Present: H. F. (Bill) Williamson, Chair (UIUC); Mike Pledge, Vice Chair(WIU); Janice Nobbe (LLCC), Treasurer; Bob Radtke (SIU-C); Jan Cook (ISU); Narbeth Emmanuel (SIUE); John Engstrom (NIU); John Jennetten (SIUE); Fred Barber (SWIC); Linda Branch (IEC); D. Degard (TC); Linda Guinn (KKC); Mary Jeans (TC); Joseph Klein (DACC); Robert Lauersen (PC); Jerry Lewis (JJC); Patricia Neff (JJC); Cynthia Panagiotaros (OCC); Marilyn Satterwhite DACC), Allen Shub (NEIU); Bob Sobie (COD); Alan Voelker (NIU). Linda Brookhart (SUAA Executive Director) was present for part of the meeting.

I. Chair's Report

A. Call to Order, Introductions, and Review of the Minutes for the Meeting of November 13, 2015

The annual meeting of the SUAA Foundation Board of Directors was called to order at 10:30 am by Foundation Chair H.F. (Bill) Williamson. Attendees introduced themselves. The minutes for the November 13, 2015 meeting were reviewed and a motion to approve was passed.

B. Chair's Report. Williamson distributed copies of Chair's Report indicating that the items covered in that document would be discussed when they arose during the meeting.

C. Executive Director's Report. Brookhart thanked the Foundation for its support of the State's education campaign. She discussed her suggestions as to how the Foundation could be more visible and possible additional actions it might take.

II. Treasurer's Report

Nobbe distributed the Statement of Activities, the Statement of Net Assets, and the Donation Schedule. The last indicates a roughly 40% decline in donations this year presumably due in good part to the removal of the Foundation from state membership renewal forms. Williamson provided the following table in the Chair's Report to summarize the status of the treasury for the past 30 months. Most of the indicated decline in donations was due to the decline in payments with dues (not shown in table) from \$10,458 in 2014 to \$4,854 in 2015.

	Assets	Unrestricted	Donations	Total	Outgo	Event	
Dec. 2013	\$117,067.66	\$101,801.24	\$13,197.50	\$13,525.65	\$351.60		
Dec. 2014	\$133,208.73	\$117,942.31	\$16,241.11	\$16,526.28	\$385.51		
Dec. 2015	\$138,640.02	\$123,373.60	\$7,588.00	\$7,837.58	\$2,406.29	Audit	\$2,200.00
Apr. 2016	\$119,268.47	\$104,002.05	\$590.00	\$628.45	\$20,000.00	campaign	\$20,000.00
Donations	2014	2015	2016				
Jan-May	\$6,013.00	\$3,243.00	\$640.00				

III. Action Items

A. Election of Vice Chair and Members-at-Large for Executive Committee. The individuals nominated for 2016-2018 terms on the SUAA Foundation Executive Committee were:

Vice Chair: Bob Radtke, SUIC

Members-at-Large: John Engstrom, NIU; Robert Laursen, PC; and Jerry Lewis, JJC.

No additional nominees had been submitted. A motion to approve these nominees passed unanimously.

Williamson thanked outgoing Vice Chair Michael Pledge for his excellent service during his tenure as Vice Chair.

B. Review of Proposed Revision in Bylaws. Williamson noted that John Engstrom had suggested that we need to put the process by which funds are authorized for disbursement in the Bylaws. The proposed amendment had been mailed to the Chapter Presidents at least two weeks prior to the meeting as specified in Article XI regarding amendments. The proposed amendment section VII, B is as follows (deletions crossed out; additions in boldface):

SECTION B. ~~WITHDRAWALS~~ **DISBURSEMENT OF FUNDS.** **Funds shall be disbursed by the Treasurer for Foundation awards duly authorized by the Foundation Executive Committee.** Withdrawals or checks drawn on deposits shall be signed by the **Foundation** Treasurer or Executive Director of SUAA. In case of absence of ~~either or~~ both, the Executive Committee shall designate alternates whose signatures will be registered at the bank.

The amendment was approved so the revised section VII, B now reads:

SECTION B. DISBURSEMENT OF FUNDS. Funds shall be disbursed by the Treasurer for Foundation awards duly authorized by the Foundation Executive Committee. Withdrawals or checks drawn on deposits shall be signed by the Foundation Treasurer or Executive Director of SUAA. In case of absence of both, the Executive Committee shall designate alternates whose signatures will be registered at the bank.

C. Review of Proposal for Procedures to Provide Emergency Assistance to SUAA Members. Barber led a discussion of the documents that have been prepared to inform Chapter leaders about the program. A motion was made, seconded, and passed that the maximum amount that will be approved for a grant of \$1500 be made explicit in these documents.

D. Review of Coordination with State Office for its support of the Foundation. Barber expressed concern that payments under the contract between the Foundation and the State Office had been late. Pledge expressed his concern that the Foundation had been removed from the state membership renewal form without consultation with the Foundation. He proposed a motion that the Foundation Chair be instructed to present a motion to the State Executive Committee asking that this decision be reversed.

IV. Adjournment: Williamson adjourned the meeting at approximately 11:50am.