



**BOARD OF DIRECTORS
MEETING MINUTES**

Monday, March 11, 2019 – 12:00pm
Northwestern Settlement – Guild Hall

Members Present:

Anna Atkinson	Christine Jacobek	Constance Magnuson
Robert Best	Dania Leemputte	Ron Manderschied
Ginny Burnstine	Christine McQuinn	Kurt Mueller
Kathy Elliott- <i>telephonic conference</i>	Amy O'Donnell	Alice Schaff
Sami Elsaden	Leon Oks	Diane Welnhofer
Carol Golder	Anthony Perry	William Welnhofer
Tracy Heilman	Marc Peters	

Others Present: Dan Alexander, Jessica Flores, Katie Taylor, Edison Urena

Mr. Perry called the meeting to order.

Agenda Item 1. Public Comment

None

Agenda Item 2. Chairman's comments

Anthony Perry provided the Chairman's report, thanking Diane Welnhofer and the Winnetka Board for a successful benefit. Tony updated the board on two casino night fundraising events that took place. Winterfest, which was hosted at A.Perry Homes, and through one of Tony's Young President Organization contacts, a second and first-time event through the 3Gents organization, which was a fundraising and exposure opportunity for the Settlement. Lastly, Tony invited all members to the Annual Meeting taking place at Northwestern University's Segal Visitor Center on Wednesday April 24 at 6:30pm, and thanked Christine McQuinn for the connection to host the event at this location. Lastly, Melissa Corley was introduced to the board as the newest president for the North Shore Board.

Agenda Item 3. President's Report

Ron thanked the Elliott's for their generous support and most recent contribution to House In The Wood. Ron shared several updates on the Settlement. The St. Boniface project is on hold by the developer as they have encountered some issues, a continuing partnership with IMC for support and collaboration with House In the Wood and lastly thanked the Winnetka Board and Tony Perry for hosting very successful fundraisers.

In regards to program updates, ECE has been invited to apply for expansion of the program through the addition of in-home instruction of infants. Camp continues to host Network 11 schools for Outdoor Education. Rowe Elementary has early indicators of great academic performance and Family CARES continues to serve children from Rowe and Early Childhood with the support and collaboration of Children's Home and Aid. However, CH+A is encountering some funding issues due to Medicaid billing.

Lastly, Ron updated the board with information on new accounting rules that were just released directing how we define and disclose management and fundraising expenses.



Agenda Item 4. Consent Agenda

The Consent Agenda included the approval of board minutes from December 10, 2018. Audit and Finance Committee minutes from December 10, 2018 and the February Investment Report. Officers/Executive Committee minutes from February 11, 2019, Governance/Nominations Committee minutes from December 18, 2018 and February 27, 2019, the Head Start report which includes the monthly narrative report for January and the Resource Development Report for the second quarter.

Anthony Perry requested a motion to consider the Consent Agenda for approval. Christine McQuinn made a motion, Robert Best seconded. The motion was carried by the affirmative vote of each director present.

Agenda Item 5. Ad Hoc Committee Update

Sami El-Saden shared with the board an update on the Urban Labs committee work to date. He presented the committee's current goals, which consist of leveraging University relationships to bring forward the latest research on disrupting generational poverty, contemporizing the Settlement's mission and vision to support and align a Strategic Plan for the coming years. Lastly, developing a marketing strategy to amplify the Settlement's brand.

Although the strategic plan has not been completed, the committee has begun setting up the groundwork for this. An updated mission/vision was presented and discussed with the board. The board made suggestions and agreed that the committee was on a good path and should continue with the work developing a strategic plan.

Agenda Item 6. Governance/Nominations Committee

Connie Magnuson updated the board on the Committee's charter for the year, which included setting up protocols for onboarding of new board members, establishing a survey for one-year members, and succession planning with a focus on board leadership.

The board received a detailed update specifically on board succession planning and expressed that Ron was also looking at this on a staff level. In regards to the Board leadership team, the committee proposes setting term limits to three years for officer positions, with the ability to do a 4th year under special circumstances. Additionally, the committee proposes that the Board Secretary chairs the Governance committee and the Board Treasurer would chair the Audit and Finance committee. These changes will be effective next fiscal year.

Based on these recommendations, the Governance committee updated the board bylaws. These were presented for approval. Tony Perry requested a motion to approve the updates made to the bylaws. Robert Best made a motion, Connie Magnuson seconded. The motion was carried by the affirmative vote of each director present.

Lastly, in regards to Board membership, Connie expressed that there is one possible new member. Bob Best acknowledged Marc Peters and Carol Golder's work and dedication to the Settlement board. He thanked them for their legacy and their support of the organization throughout the many years served. Both Mark and Carol will be resigning from the board this year.

Agenda Item 7. Audit and Finance Financials Update

Kurt provided a brief update on the January financial results, along with the budget narrative and the balance sheet. He expressed that the new format, which includes year-end projections, have been helpful in understanding the current financial state of the organization. Ron expressed that the facilities team had completed an evaluation of the organization's facilities and a long-range plan was created. Lastly, Kurt shared that during the June board meeting; there would be a discussion of the 2020 budget.

Agenda Item 8. Other

The June meeting will include an update from the Private Partnership Committee.

The next board meeting will be the Annual meeting scheduled for Wednesday April 24 (6:30pm) at the Segal Visitors Center at Northwestern University in Evanston. Invites will be sent out from the development department.

There being no further business, Mr. Perry adjourned the meeting at 2:00 pm.

Submitted by:
Jessica Flores, Assistant Secretary.