

**Youth Service Bureau of Illinois Valley
Board Meeting Minutes
November 17th, 2022**

Present: Rici Dale, Evelyn White-Simmons, Katie Bagley, Kate Lance, William Pfalzgraf and Bill Truemper.

Present (Staff): Frank Vonch, David Conrad, Sherri Nestmann, Susan Trost and Lauren Beck

Absent: Jeff Demoss, Robert King, Dr. Sandra Labak-Ivanauskas, Osvaldo Landeros, Travis McDonald and Brian Towne

Absent Staff:

Board Vice President Rici Dale called the meeting to order 5:00pm.

Adopt Agenda: A motion was made to adopt the Agenda by Bill Pfalzgraf, 2nd by Bill Truemper. All approved.

Approve the September 15th, 2022 minutes: A motion was made to approve the September 15th minutes by Bill Pfalzgraf, 2nd by Evelyn White-Simmons. Minutes approved.

Presentation: Sikich audit- Jennifer Cassachia

Sikich completed the annual internal audit of YSB 2022 financial statements and fiscal management. They form and express an opinion whether the financial statements as presented by YSB management with YSB Board of Director oversight are fairly presented and conform with U.S federally accepted accounting principles.

There were no internal control deficiencies that rose to a level of significant deficiencies or material weakness.

YSB followed sound accounting principles and internal controls.

No subsequent events were discovered that occurred after the FY22 close.

Management was thanked for complying with all the audit requests.

Sikich is issuing a clean unmodified opinion of the FY22 audit.

There was just one audit finding which was related to not posting an in-kind donation (non-cash) of \$14,000. This amount is less than material but above a clear trivial amount. This doesn't have an impact on the financial statements (it is a wash income and expense the same amount). No adjustment required for this year. Going forward consider posting these to best fully present.

Expressed "good job" a "clean audit".

Dave will let Jennifer know when to release the audits.

Motion made by Evelyn White-Simmons to approve the audit, 2nd by Kate Lance. All approved and the audit passes.

Treasurer Report:

Dave Conrad noted that the \$14,000 In-Kind donation was a Walmart pallet of goods donation. The agency does not plan to receive these in the future and chose not to enter due to not being significant.

Dave reviewed the financial reports and summary that was sent to the Board. YTD in line with budget, with revenues and expenses both being up. Some unusual foster cases requiring 24/7 monitoring have caused extra staff related expense to ensure the safety of the child. Waiting for insurance bids. Motion to approve Treasurer report made by Kate Lance and 2nd by Katie Bagley, all approved.

Development and Marketing Report:

Sue Trost noted that the annual report went out and donations are coming in. Diaper drive is being carried out. Holiday letters go out in December.

Lauren Beck for the Northern offices updated on the holiday gift requests and wish lists for the kids.

Committee Reports:

Building and Grounds: Frank Vonch

Relocation of the LaSalle office to Peru went smoothly.

All leases are in place and negotiated to be favorable for YSB such as shorter leases.

Board Development: Katie Bagley

Did not meet but will look at resuming possibly in January in consideration of the hiring of the new Executive Director.

Nothing else to report.

Personnel- Bill Truemper

Applications are being reviewed for the new Executive Director.

Executive Director Report:

Executive Director Report was previously sent to the Board and briefly reviewed. The most pressing issue is the need for more foster homes and residential beds. January Board meeting was moved to the 4th Thursday of January to give the new Executive Director time to settle in. A study was released (Future of Child Well-Being in Illinois 2022) Some key stats noted: 16% of children in Illinois live in poverty, 29% face high-cost housing burden, lack of affordable housing for low-income and 13% of households experiencing food insecurity. Frank will send the link to the study.

Motion to approve Executive Director Report by Katie Bagley, 2nd by Evelyn White-Simmons and all approved.

Old Business:

Sherri Nestmann discussed the staff retreat that took place on Nov. 14th with 114 staff attending.

Personal safety and situational awareness were the focus of the retreat. Info. Items and videos presented will be linked to our website. Staff enjoyed the presenter and the hands-on learning. There were also program presentations by staff. Overall, a very successful day.

New Business:

The hiring of the new Executive Director moved to Executive Session.

Recommendations for staff raises:

Evaluations are to be completed by the end of December with raises ranging from 0 to 4%. The raises were already built into the current FY budget.

Motion to approve staff raises by Evelyn White-Simmons, 2nd by Kate Lance and all approved.

Fire Inspections:

Frank noted that we are in the process of these. It is part of the COA accreditation. No problems noted with 3 more buildings left to be inspected.

Department- new contracted positions:

Frank noted that the dept now mandates required positions that relate to child permanency. We receive funding for these positions and in the process of hiring.

Meeting concluded with Board going into Executive Session