

Youth Service Bureau of Illinois Valley
Board Meeting Minutes
March 16th, 2023

Present Board: Jeff DeMoss, Rici Dale, Evelyn White-Simmons, Katie Bagley, William Pfalzgraf, Bill Truemper, Kate Lance, Travis McDonald

Absent Board: Dr. Sandra Labak-Ivanauskas, Ozzie Landeros,

Present Staff: Sam Tenuto, David Conrad, Sherri Nestmann, Kerri Schunke

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

Adopt Agenda:

Motion was made to adopt the March 16th, 2023 Agenda by Bill Truemper with 2nd by Katie Bagley. All approved and Agenda adopted.

Approve the Nov. 17th 2023 Minutes:

Motion was made to approve the Jan. 26th, 2023 Minutes by Katie Bagley with 2nd by Bill Truemper. All approved and Minutes approved.

Mission Moment:

Sam presented a mission moment on YSB Hispanic Services. It highlighted the depth and success of the programs outreach and linkage to resources. The staff continue to exceed the expected outcomes by the program monitors at the Illinois Coalition for Immigrant and Refugee Rights.

Treasurer Report:

Dave Conrad provided an update on the February 2023 Financial Statements that were included in the YSB Board packet.

Revenue- Child Welfare Care case counts are slightly higher than budget through February.

Aftercare/Case Management cases continue to be slightly higher than budget at 108 year to date. Intact cases are higher than budget by 65 year to date. We continue to hire child welfare staff to meet our needs. The agency has been providing extra pay to the staff for their workloads.

All other programs are right in line with their revenue budgets for FY23, however, our donations are higher than budgeted due to a large donation from Allstate of \$50,000.

Expense- Overall expenses are down \$217K versus budget. Salaries are right on budget, mostly due to extra pays for extraordinary cases, as we continue to fill open positions. Payroll related costs (benefits, taxes, work comp) are down even though payroll is not, due to paying extras to existing employees, versus having full staffing, which would increase the benefit costs.

DCFS incorporated new mandatory positions in our FY23 foster care contract. The agency is in the process of recruiting and hiring these new positions.

Overall, YSB is showing a surplus of \$611K versus a budgeted surplus of \$370K.

Discussion took place regarding paying off the 2 remaining mortgage loans held by YSB.

Motion was made to approve the February 2023 Financials by Bill Pfalzgraf, with 2nd by Katie Bagley. All approved and February Financials approved.

Motion was made to pay off the 2 remaining mortgage loans held by YSB by Bill Pfalzgraf, with 2nd by Katie Bagley. All approved and paying off the 2 remaining mortgage loans held by YSB approved.

Committee Reports:

- Building and Grounds- Update on search for new office to replace our current Princeton office. We have run out of space to professionally serve for our Foster Care and Therapy services located at Princeton. We are working with a realtor to evaluate the old Family Video store in Princeton. It has ample space to meet program needs.
- Board Development- No new developments.
- Personnel- Bill Truemper- Agency is focusing both on staff recruitment and retention. There are 2 recent open Director positions.
- Finance- Dave Conrad covered in the Financial section of the meeting.
- Fund Development- Marketing Director (which will also support Development) has not been filled.
- Audit Committee- YSB will continue to utilize SIKICH for our annual financial and retirement plan audits.

Human Resources:

Kerri Schunke updated on open positions and current recruitment strategy.

In May/June we will be conducting our annual review of all YSB policy and procedures.

Quality Improvement:

Sherri Nestmann updated on the Agency Wide CQI Executive Summary report that was included in the Board packet. Our CQI process is strong with good partnership between Sherri/Compliance CQI dept and the different agency programs and departments. Overall the agency is in good standing with our outcomes and performance measures.

Development/Marketing:

Marketing Director position posted.

Major donation received from Allstate for \$50,000. Appreciate the efforts of Laureen Beck and Dave Conrad.

Lindsay Rossi continues to help with agency Facebook postings.

Executive Director Report and Program Updates:

Sam reviewed the Executive Director Report and Program Updates included in the Board packet.

Program Updates continue to evolve to provide consistent/similar report areas to the Board.

Overall, the agency is providing high quality services in a financially sound manner. We have had some areas of improvement to address with an approach framed around respect, diligence, collaboration, accountability and what is best for those served.

Old Business:

Nothing discussed for this section.

New Business:

- YSB Staff Bonus Policy was discussed. Motion was made to approve the YSB Staff Bonus Policy by Bill Truemper, with 2nd by Katie Bagley. All approved and the YSB Staff Bonus Policy was approved.
- YSB Employee Tuition Assistance Program Policy was discussed. Motion was made to approve the YSB Employee Tuition Assistance Program by Bill Truemper, with 2nd by Jeff Demoss. All approved and the YSB Employee Tuition Assistance Program Policy was approved.
- Board agreed to move the next YSB Board meeting up one week to May 25th 2023.

Motion made at 6:30p to close the meeting made by Bill Truemper with 2nd by Kate Lance. All approved and meeting adjourned.

Minutes respectfully submitted by Sam Tenuto.