

MINUTES OF THE BOARD OF DIRECTORS MEETING

September 26th 2024

PRESENT: Lorna Bemis, Jennifer Darlinger, Heather Edwards, Landon Faivre, Nicole Fisch, Jeanne Isabel, Sushil Kewani, Monteil Johnson, Maura O'Toole

ALSO PRESENT: Tom Matya, Carol Parsons, Chanette Oeser, Brooke Montavon, Laura Chessman

LOCATION: 357 N California St., Sycamore – Conference Room & Microsoft Teams

- I. **CALL TO ORDER:** 4:02 p.m. by Lorna Bemis
- II. **EXECUTIVE SESSION:** Adjourned at 4:25 p.m.
- III. **CONSENT AGENDA:** Moved by Nicole Fisch, seconded by Heather Edwards.
 - A. **Minutes:** From June 2024 (amended) and August 2024.
 - B. **Financial Reports:** For August 2024.
 - C. **Vehicle Use and Business Travel Policy.**

TO APPROVE THE CONSENT AGENDA AS PRESENTED: Carried

- IV. **COMMITTEE REPORTS:**
 - A. **Executive Committee:** No meeting.
 - B. **Finance Committee:** No meeting.
 - C. **Marketing & Communication Committee:** Tom reported on the success of the Wheel of Meat and Hogzilla fundraisers for Special Olympics, which brought in just under \$30,000 in donations.
- V. **OLD BUSINESS:**
 - A. **Employee Update:** Tom reported on recent hires and openings, highlighting an influx of managers and a focus on training and onboarding.
 - B. **Learning for Life:** Brooke Montavon provided a history of the Learning for Life Program in partnership with Kishwaukee College, which allows clients to explore areas of interest, gain skills and knowledge, and advance through the program's levels.
- VI. **NEW BUSINESS:**
 - A. **New Board Director Approval:** Moved by Tim Lehan, seconded by Nicole Fisch.
 - Tait Lundgren (Attorney, Foster Buick)
 - Karen Simmons (Former Board Member, Retired Special Ed)
 - Kyle Gerdes (Director of Student Services District 428)
 - Dave Schafer (Brother of client, Farmer)

TO APPROVE SLATE OF OFFICERS: Carried.

- B. **Executive Director Update:** Tom highlighted a number of improvements across the organization: strengthening the onboarding and training process, contracting with Enterprise to manage more efficiently OH's fleet of over 20 vehicles, updating the phone system, achieving stability in the Nursing department, successfully fundraising for Special Olympics, implementing new technology (touchscreen TVs) in CDS, and starting the implementation process of the new payroll and HR system.
- VII. **DATES:**
 - A. **October 21st** – Finance Committee Meeting
 - B. **October 24th** – Next Board Meeting

VIII. **TRIVIA: September 26th Trivia:**

- A. Who participated in the first televised presidential debate on September 26th 1960? **Nixon & Kennedy**
- B. Who was appointed the first US Secretary of State on September 26th 1789? **Thomas Jefferson**
- C. Ed Reulbach became the only pitcher to throw a doubleheader shutout on September 26th 1908. Who did he play for? **Chicago Cubs**
- D. What department was formed to regulate interstate commerce on September 26th 1914? **Federal Trade Commission**
- E. Who made his first public appearance with the New Marine Band on September 26th 1892? **John Philip Sousa**

IX. **ADJOURNMENT:** 4:58 p.m.

Respectfully submitted,

Lorna Bemis, Secretary

Laura Chessman, Recording Secretary