Girl Scouts of Southern Illinois  
Board Meeting Minutes  
Wednesday, February 23, 2022 @ 4:00PM  
Zoom Meeting

**PRESENT:**

<table>
<thead>
<tr>
<th>Voting Board Members:</th>
<th>Voting Board Members Absent:</th>
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<tbody>
<tr>
<td>Deanna Litzenburg, Chair</td>
<td>Tracy Smith</td>
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<tr>
<td>Anne Haltenhof</td>
<td>Robin Steinmann</td>
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<tr>
<td>Steven Bushong</td>
<td>Paul Frazier</td>
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<tr>
<td>Priscilla Jacks</td>
<td>Julie Deien</td>
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<td>Melanie Mills</td>
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<td>Kevin Doak</td>
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<td>Norma Trimble</td>
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<td>Amanda Highlander</td>
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<td>Elizabeth Shore</td>
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<td>Paula Nixon</td>
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<td>Marianne Doll</td>
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<td>Gloria Sweida</td>
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**Staff members:**

| Loretta Graham, CEO                        |
| Jessica Upchurch, COO                      |
| Tammy Klapetzky, CFO                       |
| Ashley Green-Bryant, Governance Coordinator|

**Non-Voting Board Members:**

| Abigail Brown                             |
| Kaitlyn Olmstead                           |

**Guests:**

| Abigail Brown                             |
| Kaitlyn Olmstead                           |
**Note any late arrivals or early departures here:**
Elizabeth Shore entered at 4:50PM
Gloria left at 5:45PM
Melanie left at 6PM
Priscilla left at 6:15PM

<table>
<thead>
<tr>
<th>1. <strong>Mission Moment</strong></th>
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<td>National Cookie Weekend video &amp; CEO visits</td>
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<th>2. <strong>Approval of the Consent Agenda</strong></th>
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<tr>
<td>• Board of Directors Minutes 1.26.2022</td>
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<td>• Finance Partial Packet 2.16.2022</td>
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**Motion:** To Approve Consent Agenda Items as presented.
**Moved:** Priscilla Jacks
**Seconded:** Marianne Doll
**MOTION CARRIED**
3. **CEO Summary**

   **2023 Membership Year Goals- Strategic Planning Session**
   Slide Show led by Loretta & Board Member, Amanda Highlander
   1. Properties – Continue Property Implementations; selling Glen Carbon office, and opening Service Center in higher populated areas. Improvements to Camp Torqua
   2. Programs – Higher quality programs for all 40 Counties, including Council-wide events
   3. Fiscal Responsibility including more Adult Generated funding focus
   4. Hire a Consultant – using GSUSA as a resource to keep for a formal need’s-assessment.

   **Keep the current goals MY2022 for MY2023**
   This will go to a Task Force for 2024 membership year implementation.
   Will also look at a long-range planning – 5-year plans
   Adding measurable goals for long term planning.

4. **Board Chair Summary**

   Applications are open for NCS 2023 – Orlando in July 2023 is the convention.
   Every Board member needs to be a Member of Girl Scouts – reach out to Council.
   Annual Meeting – April 2nd, 2022 it is a Board meeting. Collinsville Gateway Conference Center @ 8AM.
   Board Giving – 40% of Board members have given this fiscal year.
5. **Finance Committee Updates**
   - Finance Reports 10/2021-12/2021
     Oct, Nov, & Dec 2021 financials are in the packet and reviewed.
     December 2021 – operating reserves 20.5 months
     Line of credit – with cookie monies coming in shouldn’t have to pull from LOC
     Camp Torqua revenue isn’t sustaining itself and impacts from COVID is being felt.
     Audit overview will be part of Finance Committee in March.
     Alternatives to financial dashboards will be presented in April.

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**Motion:** To Approve Financial Reports Through 12/31/2021.
**Moved:** Coming Out of Committee.
**Seconded:** Not Needed, Out of Committee.
**MOTION CARRIED**
6. **Property Task Force – Steve Bushong**
   - **Property Updates**
     - Camp Torqua – Camp fee increase, even with raising the prices will never be self-sufficient. Looking at price increase every year.
     - Opportunities for GSEF for camps – lots of places
     - Improvements ongoing – new shower house underway & cabin updates

     - Glen Carbon Service Center – no updates, Glen Carbon office still for sale

7. **Girl Scout Experience Fund Committee**
   - **GSEF Updates**
     - Is this a Board committee or is a committee under Finance?

     **Motion:** To Approve the move of the Girl Scout Experience Fund Committee to a sub-committee of Finance Committee
     **Moved:** Anne Haltenhof
     **Seconded:** Kevin Doak
     **MOTION CARRIED**
8. Fund Development Committee
   - Fund Development Updates
     United Way – Yearly review – invited us for another 3-year application, great partnership. This is a reapply year for us. They are using us as a site visit.
     Gala – Looking for new sponsors and renewing year over year sponsors. $50,000 is a low goal for sponsors, doing well so far. Event will be in-person – 300 people, big wine donation for the tables, Key note speaker – NASA Astronaut Sandra Magnus. Representative Greenwood will be in attendance and doing the welcome.
     Looking for gift basket ideas and donations from Board members.

   - Fund Development Connections

9. Governance
   - Updates - We are still seeking non-Board BDC members
     Succession planning is key, possibly getting Bylaws Committee together to look terms and positions.

   - Board Candidates – Kathrine Diak & Linda Manley

Motion: To Accept Kathrine Diak & Linda Manley to the Girl Scouts of Southern Illinois Board of Directors.
Moved: Coming Out of Committee.
Seconded: Norma Trimble
MOTION CARRIED

   - Annual Meeting Slate of Candidates – presented at the Annual Meeting April 2nd, 2022

   - Board Development Connections
10. Open Discussion
- Will be getting Bylaws committee together.
- Strategic Planning will be an agenda item at each Board meeting.

11. Adjournment

Motion: To Adjourn the February 23, 2022 Board of Directors Meeting.
Moved: Norma Trimble
Seconded: Kevin Doak
MOTION CARRIED

Submitted by:
Name: Melanie Mills, Board Secretary
Signature & Date: ___________________

Transcribed by:
Name: Ashley Green-Green
Signature & Date: ___________________