

PREVENT CHILD ABUSE ILLINOIS
Minutes of Committee Meeting

Committee: Executive Committee
Chairperson: Becky Weber

Date: November 12, 2020

Members Present: Becky Weber, Valerie McDaniels, Mary Hardy-Hall, Bari Kessler, Mark Mathews, Denise McCaffrey

Members Absent: Jerri Hochmuth

1. **Financial** – The committee reviewed the July, August and Sept financials. Mark Mathews stated that they were in order and that during this hard financial times it is good we have a small revenue over expense balance. ● Denise reported that we finally received our DCFS FY 21 contract for our signature on Oct. 29. Hopefully this will state the payment process for our funds. All three state budgets will need to be revised after the conference expenses are totaled. We have until May to revise our budgets. ● Cashflow is stable due to the PPP loan. We will be borrowing against our line of credit next payroll. ● PCA Illinois began using the PPP (Paycheck Protection Program) funds in October in leu of borrowing against our line of credit. Tammy is tracking what the funds are being used for as some funds may be forgiven. ● We have not borrowed against our line of credit to date. We will begin borrowing in November. ● In October we received a letter from the IRS stating that they have waived the fine for filing late. ● Denise reported the FY 20 audit is complete. The auditors will present the final audit at the Dec. board meeting. ● PCA Illinois received a letter from the Illinois Department of Employment Securities (IDES) stating that Tammy Queen has filed for unemployment benefits. This is a scam. Denise contacted IDES and is waiting for resolution of the issue.

2. **Committee updates** – Becky reported the Advocacy Committee continues to monitor progress on MIECHV funding. Kristin is doing a good job keeping everyone informed. In addition she reported that the Ounce of Prevention Fund changed their name and is now Start Early. ● Denise reported for Jerri Hochmuth, the Board Development Committee is attentive to the fact we will need to bring on 7 new board members by June 2021. They plan to bring on a few members prior to June. Tessa Hobbs-Curley and Cherie Sieger are being vetted. Becky with check with Cherie to see if she will be representing the GFWC. The Board Development Committee will ask the full board for recommendations being mindful of diversity, gender, and location. ● Mary Hardy Hall reported the Education and Program Advisory Committee has been discussing tracking the location of training participants. This is new now that our trainings are virtual. In addition, the committee reviewed the new Parent Slicks that are now available for distribution. ● Mark Mathews stated the Finance Committee has nothing more to share at this time but asked the Exec Comm to be mindful that deep cuts and tough times may be a head for PCA Illinois due to the current financial crisis the state is facing due to the pandemic. It was stated that we may need to reach out to legislators for support. The committee will look at writing a letter to legislators in January asking for earmarked funding for PCA Illinois. ● Valerie McDaniels reported the Long Range Planning Committee is reviewing the Board Bylaws which have not been updates since 2012. See below for more information. The committee will also be reviewing progress and working toward our next re-chartering in 2022. All board committees are now reviewing the strategic plan at each quarterly meeting. The trivia night was added to the strategic plan. ● Bari Kessler reported the Resource Development Committee is working on more Trivia Night fundraising events which will be covered later in the agenda. She also reported that the new Grants Subcommittee is meeting and are using the UIS website to search for grants for unrestricted funds. Bari reported board giving is close to 100%. Right now private sector giving is strong. Jeremy is preparing for Giving Tuesday and a yearend giving campaign.

3. **Impact of COVID 19** – Denise reported the Springfield office is open and operating as usual unfortunately Tammy is sick and has tested positive for COVID-19. She is currently at home but is not improving. All other staff are well and continue to work from home. Staff are doing all work virtually as no one has gone back to in-person meetings or trainings.
4. **Staff Updates** – Denise reported that interviews were held for the Central Region Prevention Specialist position. There were no outstanding candidates. A new search will be launched with focus on the Springfield area. Brittney Hale will continue full time as long as she can work from home.
5. **Annual Conference Nov. 16-20 (Virtual)** – Last minutes preparations continue for the conference. We have almost 550 registered. The format and platform is not the best but we are taking note for next year if needed. Denise reported that DCFS has asked us to consider doing a hybrid format next year regardless of the ability to hold an in-person conference. Staff will explore what that could look like.
6. **Fundraising Updates** – The Virtual Trivia Night report was reviewed. The event was a success. The event raised \$984.06. More trivia nights are being planned. We are looking to engage partners like Kapa Delta sorority for the next event. ● The Alter'd State Store fundraiser raised \$1,348.09. This was a nice partnership we hope to continue. ● The Exchange Club of Naperville donated \$5,000 despite not being able to hold the Ribfest. PCA Illinois was one of on a few charities to receive funds.
7. **PCA Illinois Bylaws Review** – Valerie explained that the LRP committee reviewed the suggested changes to the bylaws and wanted input from the Exec Committee. They are not asking for approval at this time as they are planning to suggest additional changes based on a review/comparison of PCA America's bylaws conducted by Valerie. The Exec committee agreed to all the current suggested changes and the planned additions. They also suggested adding verbiage to address harassment and hostile work environments.
8. **December Board Meeting Planning** – The December 2nd Board Meeting will be held via ZOOM. The meeting will be from 9:30 – 11:30. There will be no educational piece at this meeting due to the audit presentation. The draft agenda for the regular meeting was reviewed and approved with a few edits.
9. **Mike Hoffman's New Initiative / United Nations initiative for Child Abuse Prevention and Healing Day** – Denise shared a one-page summary of the initiative. An international conference is being planned for April 8, 2021 with full approval of the initiative by the United Nations by 2022. PCA Illinois is a founding member and is working with PCA America to engage all PCA chapters.
10. **Recommendations to Board:**
 - **None at this time.**

Next Scheduled Quarterly Meeting:

***Future Meetings: All meetings are held at 8:30 am.
Wednesday, February 17, 2021
Wednesday, May 19, 2021
Wednesday, August 18, 2021***