

**MINUTES OF THE
SCHAUMBURG TOWNSHIP FOUNDATION
STATE OF ILLINOIS
Cook County
Town of Schaumburg**

THE BOARD OF THE SCHAUMBURG TOWNSHIP FOUNDATION met in the Board Room at Town Hall located at One Illinois Boulevard, Hoffman Estates, IL 60169-3314 on February 24, 2023.

Officials Present:	W. Robert Vinnedge	President
	Robert Bernas	Director
	Julie Bosshart	Director
	John Caporale	Director
	Marilyn Karr	Director

The following business was transacted.

President Vinnedge called to order the Board of Directors for the Foundation Meeting at 6:00 p.m.

President Vinnedge then called the roll.

INTRODUCTION OF DIRECTORS AND GUEST SPEAKER

Presentation:

President Vinnedge introduced each of the new four Directors and guest Diana Nelson.

Director of Welfare Services Nelson was asked to provide an overview of the services provided township residents with an emphasis on the food pantry. Initially, this is where the bulk of the donations received were designated to be used. She did make one correction though since \$2,930. for the "Pack the Bus Fundraiser" appeared as a Foundation donation incorrectly. So, the updated total is \$160, 998. of which \$153, 934. was designated for Welfare Services use. Diana went on to explain the importance of donations for the food pantry since funds cannot be accessed for use by budgetary means but must be received either as direct food or monetary donations. So, as needs have increased over time, that was the reason to establish the Foundation so more donations could be raised from corporations that required the benefit of making their donation to a 501c3.

Fortunately, during the COVID pandemic, the township has been the recipient of regular food donations from the Chicago Food Depository, but not always enough to satisfy all the needs. However, smaller donations have come in from residents and small businesses both as direct food and cash donations, and some directly to the Foundation. Consequently, there have been some funds distributed, on an 'as needed basis' from the Foundation. The process has been cumbersome and undefined but implemented using a form that needs to be revised making it easier and more direct stating the reason needed for the designated funds, date needed and date of payout so the Foundation has a good record of the transactions. Director Nelson also provided additional information and handouts on other programs Welfare Services provides.

In closing the presentation of Director Nelson's each of the new Foundation members provided a brief description of their background which revealed a concentrated expertise in financial matters, marketing, and an interest in addressing the urgent needs of township residents. All four are

township residents but not directly involved in township programs but may offer recommendations of assisting township residents that the Foundation or those in need might otherwise not be aware exists for such purpose.

NEW BUSINESS

By-Laws:

The copy of updated By-Laws was discussed. President Vinnedge noted that only the number of Board Members was increased from three to five. Also, a few minor corrections were included in the updated version. There were no questions and the changes were accepted as presented.

Appointment of Officers:

Director Bossart agreed to accept the appointment of Treasurer and Director Caporale agreed to accept the appointment of Secretary.

Current donations received and available:

The consensus was that the new members would like to have more information on the records of donations received in the past. The President said he would extend an invitation to James Howard of Gov. Accounting, LLC to our next meeting. He should be able to provide the information and answer any questions the board may have on the Foundation donations.

Potential suggested distribution of some funds for urgent needs:

One item was brought by President Vinnedge for a request from the general fund that might be used by the Business Professionals of America. It is a group of students who are members from the Hoffman Estates High School. Three of these students made a presentation before the Regular meeting of the Board of Trustees of Schaumburg Township on January 25, 2023. The students made and explained in detail what they have learned and the skills they had developed with their participation that will assist them in their future careers. Presently, they are fund raising to attend the annual conference of competition in California. Even though it was not for a large donation, the unanimous decision was to hold off on the distribution of funds other than Welfare Services until the new Board is more involved in and looking at and discussing all other funding possibilities.

Miscellaneous:

The Board agreed that the agenda for the next meeting include: developing a Mission Statement for the Foundation, design a form requesting funds from the foundation indicating use and distribution and suggest how best to redesign the Foundation Website and Mobile App to maximize donations and provide a broader use for designation of funds than merely the food pantry, Welfare Services and general use.

NEXT MEETING DATE

The Board agreed on the fifth Wednesday of March, 29, 2023, at 6:00 p.m. in the Board Room of Town Hall.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:00 p.m. and agreed upon unanimously.

<p>APPROVAL CERTIFICATION I hereby certify the approval of the forgoing Minutes of the Schaumburg Township Foundation.</p> <p><i>W. Robert J. Smith</i> Secretary</p> <p>Date <u>5-17-2023</u></p>

PRESIDENT for the