



**Board Meeting**  
**Tuesday, March 14, 2023 - 4:30 PM**  
**Shorewood Village Hall**

**Attendees:** Directors Jean Casey, Rose Spano Iannelli, Steve Kavalauskas, Patrick Kessenich, Melissa Marschka, Sadhna Morato-Lindvall, Alan Purintun, Matt Simon, Saj Thachenkary, Rebecca Osborn and Christa Shields.

**Associate:** Annysa Johnson

**Guests:** Douglas Armstrong, Frank Cumberbatch and Karen Maierle

**Excused:** Mary McCormick, Jamie Reeve

**Meeting was called to order at 4:30 p.m.**

**Review/Approval of Minutes:** Director Simon moved to approve the minutes as presented. Treasurer Kavalauskas seconded the motion. The board voted unanimously to adopt the minutes for the January 2022 meeting.

**President's Report:** President Morato-Lindvall advised the board that she and Directors Iannelli and Kessenich have secured an agreement by the owner of Eastmore Real Estate to co-sponsor the July 4<sup>th</sup> Fireworks. The owner is a past Foundation donor and has agreed to contribute \$15,000 toward the total \$30,000 cost of the 2023 Fireworks. The owner would like to have this be a one-time gift with first right of refusal for future support. Per the agreement, President Morato-Lindvall explained the donation is expected to be received in May and provides the board with the opportunity to maintain its traditional budgeted support for the annual fireworks display. A list of benefits to the donor was included with the proposal and has been shared with the Village and MarComm lead for July 4 coordination. A three-year grant request for both the fireworks and celebration are included in our grants report for board consideration.

President Morato-Lindvall informed Directors that the Foundation is approaching its 60<sup>th</sup> Anniversary in 2024. She proposed the creation of an ad hoc committee

to brainstorm on activities, messaging and any efforts to celebrate 60 years of service and invited Directors to join if interested. She also informed Directors that Shorewood native and filmmaker David Zucker would be visiting this year and may be interested in collaborating on a stewardship opportunity for the Foundation. Director Thachenkary offered to volunteer for the ad-hoc committee.

**Treasurer's Report:** Treasurer Kavalauskas presented the latest financial statements. **Highlights for the two-month period ending 2/28/2023 included:**

- The amount available for new grants is \$93,396.42. Down approximately \$9,000 from last report – \$5,000 in new revenue, \$11,000 paid for grants, \$4,000 increase for Fireworks grant.
- Dedicated Funds – up \$1,200 since last report.
  - Senior Resource Center up \$1,000.
  - Friends of Shorewood Nature Preserve up \$200.
- Recurring Grants to be paid – only the Fireworks changed since last report. Based on incoming grant requests, recurring grants will be changing for the next report. Funds will be transferred from Habeck available funds to NSB accounts in anticipation of paying out recurring grants. Recurring grants still need to be reviewed and approved by the Grants Committee.
- New Grants to be paid – \$1,000 for Shorewood Women's History project. See Grants Report for four grants that were approved in January and already paid.
- Budgeted expenses – changed to reflect January and February expenditures.
- Year-to-date Revenue:
  - Mostly annual appeal revenue, plus some for Susan Phillips.
  - Memorial and other dedicated funds mentioned above.
- Year-to-date Expense – changes since last report
  - Normal expenses – accounting, supplies, tech, associate
  - Scribner fee of \$2,000 for accounting
  - Grants paid is \$10,810
- Habeck Fund – up \$147,000 since last report
- Benjamin Fund – up \$70,000 since last report

Treasurer Kavalauskas reported that total grant awarded the Lake Bluff Ice Captains in January fell \$1.77 short of the final cost of the items approved for purchase. He moved

to increase the amount of the paid grant to \$3,408.96 to cover the shortfall. Director Kessenich seconded the motion. The motion passed unanimously.

## Committee Reports

1) **Audit and Finance Committee:** Co-Chair Simon recapped the history behind and current scope of the contract with accounting firm Scribner, Cohen & Co. And he updated the board on the initial findings of the procedural review. Scribner found no issues of concern. However, Director Simon said it is important to document procedures for future boards. He said Scribner is still working on the Dec. 31, 2022, compilation. Once finalized, that will be reported to the board, most likely at the May 2023 meeting. Chair Simon thanked Treasurer Kavalasuskas for his diligent record-keeping and his extensive work in providing documentation to Scribner in a timely fashion

2) **Grants Committee:** Director Simon reported on the committee's recent meeting to consider the following four grants for board approval:

- a) **The Village of Shorewood** requested \$35,300 for 2023 to support the annual July 4 fireworks display and celebration, to be held on July 4. President Morato-Lindvall reminded the board this is a three-year request to support the Village's intended three-year contract with the Mad Bomber for the July 4 fireworks display at \$30,000 a year for 2023 and 2024, and for \$32,500 for 2025. Additionally, the board is asked to support the Village's July 4 celebration costs at \$5,300 a year. The three-year grant request totals \$108,400 to cover the July 4<sup>th</sup> Fireworks and Celebration for 2023 through 2025. *Board Action:* Treasurer Kavalasuskas moved to approve the grant; Director Thachenkary seconded the motion. The motion passed unanimously.
- b) **The Mark Harris Fellowship Program** requested \$1,000 for scholarships for underrepresented students. *Board Action:* Director Curran moved to approve the grant; Director Purintun seconded the motion. The motion passed unanimously.
- c) **The Shorewood Business Improvement District** requested \$5,000 for the 2023 Shorewood Criterium bicycle races. *Board Action:* Treasurer Kavalasuskas moved to approve the grant; Director Casey seconded the motion. The motion passed unanimously.
- d) **On behalf of the Shorewood Conservation Committee**, resident Joe Shaffer requested \$500 as a contingency to cover the production of lawn

signs for No Mow May. *Board Action:* Director Marschka moved to approve the grant; Director Casey seconded the motion. The motion passed unanimously. The board noted Mr. Shaffer presented this idea at the 2023 Shark Tank event.

3) **Development Committee Report:** Co-Chair Kessenich updated the board on the progress of the Annual Appeal, which launched in mid-November. Kessenich said it was a “very successful” campaign, noting that the number of donations rose this year to 172. Net revenue after expenses totaled 17,548.04, slightly lower than the 2021 campaign. He said the Development Committee would begin working on the 2023 July 4<sup>th</sup> fundraising campaign at its next meeting.

4) **Marketing/Communications/Events Committee:**

a) **Shark Tank:** Director Casey updated the board on the 2023 Shark Tank event. She shared that judges evaluated seven proposals/ requests for Foundation funding. She said the committee is proposing to advance one of seven to the board for funding: a \$7,000 request from a company that hires and trains lifeguards for Shorewood’s Atwater Beach; the grant would supplement the amount of money the Village will be paying her. Treasurer Kavalauskas strongly urged the grant request be made using the grants form and shared with the grants committee. Board members discussed the procedure for approving Shark Tank grants and communicating with those not awarded grants. Director Thachenkary shared follow up with those not awarded who may be eligible for other funding sources will occur. Discussion included whether it was appropriate to fund for-profit entities or supplement funding for Village contractors without the Village being notified. Board members suggested it would be better to have the grant come from the Village, similar to the Village’s agreement with the July 4 fireworks vendor; however some said that could set an unwanted precedent. Board discussed having the vendor complete the Foundation’s grant request form. *Board Action:* Director Casey suggested the MarComm and Grants committees meet to discuss the issues and board input and bring a grant request back to the board for consideration. By consensus, board members agreed. President Morato-Lindvall asked if a board vote would be needed prior to its May meeting to circulate that electronically.

b) **July 4<sup>th</sup> Parade Grand Marshal:** Director Marschka shared that the committee received about 25 nominations for 18 individuals. After a

preliminary review of all entries, the Committee recommended advancing Shorewood Recreation Department employee Justin Calvert, who received six nominations, to serve as the 2023 Grand Marshal. Director Curran raised concerns about the process, specifically the discrepancy between the timeline for applications to be accepted and the committee's review/decision. The board discussed how that could be improved in future years and referenced processes and protocols in the MarComm folder from previous nominations. *Board Action:* Director Simon moved to approve Justin Calvert as 2023 Parade Marshal. Director Thachenkary seconded the motion. The motion passed unanimously.

5) **Nominating Committee:** President and committee Chair Morato-Lindvall informed the board that, in addition to the three new board nominees, the committee is reviewing three prospective volunteers to serve on committees. She is working with committee chairs directly on placement.

#### **New Business/Old Business**

1. President Morato-Lindvall requested an amendment to the May 2022 board meeting minutes to include the board's approval of a \$5,000 Shorewood BID grant to support the 2022 Shorewood Criterium, as the vote was inadvertently omitted from the May 2022 minutes. Director Simon moved to amend the minutes as stated; Treasurer Kavalauskas seconded the motion. The motion was approved unanimously.
2. Guests Armstrong, Cumberbatch and Maierle left the meeting. Director Curran moved that all three be added to the Foundation's board of directors. Director Thachenkary seconded the motion. The motion passed unanimously. President Morato-Lindvall said the new board members would be invited to the Annual meeting in May. She noted that it would also be the last meeting for Treasurer Kavalauskas and Directors Simon, Thachenkary, Spano Iannelli and Curran.

6) **Adjournment:** Director Simon moved to adjourn the meeting. Director Purinton seconded the motion. The motion passed unanimously. The meeting adjourned at 5:51 p.m.