



Grand Prairie Friends Regular Board of Directors Meeting

March 28, 2022 5:30PM

Meeting to be held at United Way Office, Savoy, IL. Items listed under *Old Business* include tabled or pending action items and/or record of electronic votes and organizational business held on dates since last Board Meeting February 28, 2022, as listed.

AGENDA

I. CALL TO ORDER & BOARD/ STAFF CONFLICT OF INTEREST DISCLOSURE

II. MOTION for APPROVAL OF ALL CONSENT AGENDA ITEMS AS FOLLOWS:

- 1. Minutes of Regular Meeting on February 28, 2022
- 2. Monthly Staff/ President Reports for March 28, 2022

Ad-Hoc Committee

Naming Policy: Leiter & Wilhite

Professional Development: Carlier & Leiter

Standing Committees

Nomination: Chair Grant; Liaison Needed

Volunteer: Chair D.Wilhite; Liaison Leiter

Finance: Chair E.Wilhite

Stewardship: Chair Peyton; Liaison Ellis

Blazing Star Society: Steinman/Milling

Land Acquisition: Chair Easter

Diversity, Equity & Inclusion: Chair Needed

III. PUBLIC COMMENT (5-minute opportunity/ person)

IV. OLD BUSINESS

V. DISCUSSION

- 1. Long-term stewardship Calculator; Land Acquisition Committee

VI. NEW BUSINESS

- 1. Motion to approve February 2022 Treasurer’s reports.
- 2. Motion to create a board-designated account for Legal Defense.
- 3. Motion to transfer funds from GPF unrestricted monies to the newly-established board-designated account for Legal Defense in the amount of \$43,150.
- 4. Motion to accept the Herrin Endowment.

VII. PROFESSIONAL DEVELOPMENT

VIII. ANNOUNCEMENTS/ EVENTS *JULY 23 RETREAT*

April 25	*July 23*	Oct 24
May 23	Aug 22	Nov 28
June 27	Sept 26	Dec 1

IX. ADJOURN

MINUTES

Board of Directors Meeting Monday, February 28, 2022
Grand Prairie Friends Electronic meeting
Submitted by Valerie Sivicek

Attendees: Dave Easter, Ed Wilhite, Fred Delcomyn, Pam Leiter, Valerie Sivicek, Jeff Masters, Craig Milling, Mark Shelden, Collin Carlier

Staff/ Consultants: Sarah Livesay (Executive Director), Stacey Clementz (Administrative Consultant), Jill Maes (Natural Resource & Operations Technician), Jeff Peyton (Natural Areas Manager), Nancy Mickenbecker (Bookkeeping Consultant)

Guests: Beverly Foote, Tom White, Jamie Ellis, Mary Kay Solecki

Quorum? Yes

Call to Order: 5:30 pm

AGENDA MODIFICATIONS

None

CONSENT AGENDA

The reports of the President; Staff; GPF Properties Research Coordinator; Ad-Hoc Naming Policy and Professional Development Committees; Strategic Plan Committee; Nomination Committee; Volunteer Committee; Stewardship Committee; Land Acquisition Committee; Blazing Star Society Committee; Equity, Inclusion, and Diversity Committee; and Finance Committee, as well as the minutes of the last board meeting (01/24/22), were submitted separately as a consent agenda item. Collin moved to accept the reports as submitted. Pam seconded. MOTION APPROVED.

PUBLIC COMMENTS

None

OLD BUSINESS

1. The Finance Committee investment policy development is ongoing, and the committee participated in a training with consultant Sarah Naperala via Zoom.
2. The Board voted electronically on a motion by Dave Easter to appoint Mark Shelden to the Board effective immediately with service through the Fall 2022 Membership Meeting election. All members voted "yes." MOTION APPROVED.

DISCUSSION ITEMS

1. Jeff Masters has moved out of state and is resigning from the Board.

2. The Board discussed the Herrin endowment, a donation from Stan Herrin to fund equipment maintenance. A ceremony is to be held in 2023 honoring the donor and his family.
3. The Professional Development Committee, Pam and Collin, led a discussion of development ideas and requested Board members send them additional ideas.

NEW BUSINESS

1. Fred moved to approve the January 2022 Treasurer's Reports. Collin seconded. MOTION APPROVED.
2. Pam moved to offer quit claim deed to Patton Township (Ford County, IL) for the assumed ownership of Prospect Cemetery Prairie Nature Preserve (PIN 11-14-17-353-002) in the amount of \$15,000. The motion is to include non-substantial changes by attorneys to the offer document. Fred seconded. MOTION APPROVED.

PROFESSIONAL DEVELOPMENT

GPF Board Virtual Resources Tour: Google Docs and Land Trust Alliance

ANNOUNCEMENTS/EVENTS/MEETINGS

GPF DATES (Dates with no description are Board meetings)

Feb 28

March 28

April 25

May 23

June 27

July 23: Board retreat

Aug 22

Sept 26

Oct 24

Nov 28

Dec 19

Adjournment: Meeting adjourned at 6:49 pm.

II. MARCH 2022 STAFF/PRESIDENT/COMMITTEE REPORTS

President's Report: Dave Easter

- Developed a stewardship calculator spreadsheet and generated estimates for long term stewardship on all GPF properties
- Participated in WRCA stewardship Saturday
- Attended 2022 PSCC annual meeting and following board meeting
- Met with Strategic Acquisition Committee to determine long term stewardship approach to recommend to the board
- Worked with Burnett tract stewards (Peter and Betsy K) at Burnett

Executive Director Report: Sarah Livesay

Administration: Interviews for interns, part-time seasonal and the administrative position have been performed throughout the month. Only the admin position remains open.. Lack of health benefits continue to be a barrier in hiring the full-time professional for this role. I anticipate returning to provide a QSEHRA Qualified Small Employers Health Reimbursement Arrangement as part of the new hire package.

Jeff & Jill's annual performance review process has been completed with both self-evaluation and administrative/ compensation reviews. Stacey has continued with independent consultant tasks to alleviate the admin pressure, this has been extremely eye-opening to see the change an extra set of hands (and ears) can provide. Knowing her role was short-term, she has produced a handbook and training plan for the new hire and will help train this person in these services.

Jill continues to import information into Landscape from the past, as well as immediate present activities. Once services are rendered (for example Bonnie's Prescribed fire on 3/21), this is tracked in the system.

Staff and consultants have completed an annual schedule of tasks which their job requires, as part of a succession plan for GPF (strategic plan initiative). I will also be completing a GPF emergency succession plan for the Executive Director in the coming months. As part of this work, the natural areas staff also completed all chemical, equipment and tool inventory. Jill has compiled these inventories as a living record to be revisited and updated, etc.

Stacey and I were able to compile a guiding "Naming Policy" document, including templates, to help the naming policy committee begin their research.

GPF Strategic Plan Goal: To expand awareness of the work of Grand Prairie Friends and to partner with additional organizations of similar mission and interests; (1) Identify strategic opportunities to build and optimize partnerships that are appropriate to support the mission.

GPF has obtained funding to host both a "wilderness first aid for outdoor practitioners" and a chainsaw safety course for staff & volunteers from (10) colleague conservation orgs. Both trainings will occur at the end of this month and are filled to registration capacity. As host, Collin Carlier will be speaking on behalf of GPF to the first aid class. I will be introducing GPF to participants in the chainsaw training.

Mitigation Burnett: Sarah and Jeff are beginning the Brookfield Burnett mitigation plan writing. These are due to US FWS in early summer. Coordinating this month's contractor circus at Burnett is ongoing between parking lot quotes, 27,000 trees and 60-acres of fencing. I have worked with Douglas County FSA to retire the crop acres as the land moves from farm acres to conservation. This process permanently restricts the acreage from future NRCS support, which is required through our federal mitigation. Plans, mowing, etc. for the grand opening on April 24 are underway by staff. The Burnett family is scheduled to fly into the area on Saturday. All perimeter neighbors have been mailed a welcome letter introducing GPF, the project and invite to the ribbon-cutting.

Mitigation APEX 17.1: The mitigation plan has been submitted for review to the U.S. FWS. Mitigation APEX Hoopeston: The APEX representatives have authorized a revised plan in which we will propose multi-year scope of work/ disbursement requests. I am in the process of revising the 2022 request as a 2022, 2023, 2024 request. Planning longer term should prove advantageous in having the money in advance, rather than waiting for disbursements annually.

Events: Diane and committees are working daily on the big Spring Open House at Warbler Ridge, native plant sale and Garlic Mustard month-long hunt. Advertising including radio commercials (as part of our Salvation Army kettle work) have been recorded and will begin on April 1. Annual spring media plans have been made for TV interviews; print media interviews began with the Daily Illini on March 21.

The Illinois Audubon Society will be leaving their annual conference site at Allerton to bring a bus down to Warbler Ridge for their pre-conference field trip on April 23. I have arranged for the group to be led by Coles County birder, Tyler Funk (star of "The Magic Stump" documentary). Staff will welcome/host as they use the Warbler Crossing classroom to learn a bit about our bat habitat program during lunch.

I will be giving a GPF presentation on "Bringing Home the Indiana Bat to (Coles County) Illinois; A Success Story" as part of the Douglas-Hart Live & Learn series in Mattoon on April 9.

I was fortunate to attend the in-person Prairie State Conservation Coalition conference. As usual, the networking with colleagues proved extremely beneficial as I was able to chat with IL nature preserves commission regarding our NASA grant payments, allowances and other items that only in-person time can produce. Presentations of benefit included The Nature Conservancy's climate change discussion illustrating the future impact on stewardship; Income Stream presentation with Jo Davies conservation Foundation and an inspiring look at an internship program for young conservatists.

Pam and I have completed the 2021 Annual Report. Thanks to Pam's artistic ability, this is one of the most beautiful reports yet. Thank you to other contributing authors and photographers, this is certainly a big project but one of the most important. This publication is used all year as the "guiding" education and marketing piece for all uses. Due to costs soaring, I have resorted to a different print style this year but I'm hopeful these will be delivered by April 1.

Land Acquisition

- **BR. Property (North Champaign):** No update from family. Once Sarah N. has revised the donation letter and this is reviewed by Board, we can formally submit this to the family.
- **Prospect Prairie:** Per Board vote on 2/28, purchase agreement for quit claim deed was presented to Patton township via legal counsel. Township meeting/vote is set for April 11.

Natural Areas Manager Report: Jeff Peyton

Spring is here and the burn season is upon us. Much of the past month's natural resources work has gone into preparing for burns at Bonnie's Prairie and Warbler Ridge, and now with our fire lines ready we're just waiting for the right conditions. Hopefully by the time this report reaches the board we will have burned Bonnie's Prairie on the 21st.

While preparing for burn season we've also been busy hiring. We've offered positions to two interns for this summer who are due to start working in May, and in the meantime, we've hired past intern Alissa Bell on a temporary part-time basis to help us stay on track with all our large invasive removal and TSI projects at Warbler Ridge. Alissa will start work on March 22.

Our mitigation projects continue to progress; before the end of March EcoLogic plans to be at Burnett planting trees, and the following month our fence installers will complete their work there to protect the trees from deer browse. Metal poles have been installed at Warbler Bluff for rocket box bat roosts and we should have help from Ameren to install the Brandenbark soon.

Garlic mustard is starting to peek above the leaf litter, and it will not be long before it's bolting and ready to pull. With a large area to cover for garlic mustard removal this year as part of our Natural Areas Stewardship Grant, Diane is helping us coordinate a large volunteer effort, placing four leaders in charge of major areas at Warbler Ridge and organizing volunteers to tackle those areas a section at a time. We will have stations at Warbler Crossing and Embarras Ridges for volunteers to pick up empty bags and drop off full ones, and to check regularly updated maps to track what sections are finished and which still need work. We also plan to have regular group garlic mustard workdays to tackle the especially thick sections, and we hope to knock out a good portion of our treatment area with these efforts.

MARCH 2022 COMMITTEE REPORTS

Naming Policy: Leiter and Wilhite

We are gathering information and should have a proposal for discussion later this spring.

Professional Development: Carlier & Leiter

Sarah, Pam and Collin are creating a schedule for the upcoming meetings. Board members will begin volunteering to teach the LTA practices each month.

Strategic Plan 2021: Sarah & Craig

A first-quarter review is underway by Craig & Sarah on progress and plans.

Stewardship Committee: Jeff Peyton

No meeting.

Nomination Committee Report: Marissa Grant

The GPF board member application packet is complete. Thanks to the board members that have already filled it out and turned it into Sarah.

Currently there are two applications out to potential board members: Janet Gallivan, Hannah Darcy and Chelsy Lorange.

Finance Committee Report: Easter, Delcomyn, Wilhite, Livesay

After years of service, Marsha Russell will be retiring from the finance committee. We thank her for her time and talent. Luckily, she will remain as a volunteer on other GPF endeavors. New finance committee member recommendations are being collected from the committee by Ed.

Land Acquisition Committee: Dave Easter

The committee met to discuss a long-term stewardship approach to present to the entire board. A draft spreadsheet was developed and used to initiate discussion. An overall long term stewardship fund is intended to help with long term stewardship of GPF properties. The goal is to grow these funds such that the interest from the funds is sufficient to play a significant part in stewardship. Each property acquisition should include raising sufficient funds to cover all acquisition costs plus long-term stewardship funds. The stewardship portion can be raised subsequent to the acquisition but within one year.

A stewardship calculator was developed as a part of the overall strategic acquisition plan and resides in the plan's appendix. We used this calculator for the Warbler Bluffs and Burnett 60-acre acquisition, as well as the planned Prospect Cemetery acquisition. These last three purchases had mitigation funding or grant funding sufficient to cover the stewardship fund requirements.

The approach for using the stewardship calculator to date has been to identify funds that can be "realistically raised" as well as being sufficient for very basic long-term stewardship. If the total cost of long-term stewardship were identified and assigned to each acquisition, it would likely make the raising of these funds impractical. The total cost of long-term stewardship is going to require a combination of funding sources. These would include the long-term stewardship fund as well as approaches such as CRP, farming on future appropriate properties, and other ventures to be determined.

Volunteer Committee: Diane Wilhite

- March Stewardship Saturday at Warbler Landing, removing woody invasives, had 25 volunteers. 15 from EIU.
- Bat Monitor Zoom training on 3/16 with first onsite training for new monitors on 5/16. Plenty of volunteers to cover North and South Pod and the new pod at Warbler Bluff.

- Training for volunteers on Chainsaw Usage and Wilderness First Aid on March 22 and 26, respectively.
- Planning for Annual Native Plant Sale with pre-orders coming in. Volunteers are signing up now.
- Many April activities coming up that we are preparing for
 - April 2 – Group Garlic Mustard Hunt
 - April 2 - McKenzie-Waltrip Cemetery workday
 - April 9 - Plant 1500 bare-root trees in Warbler Bottoms
 - Month of April – Hunt Garlic Mustard on Your Own. Garlic Mustard stations with supplies and maps available at Shack and Warbler Crossing.
 - April 30 – Open House “Telling Nature’s Story” at Warbler Ridge
- Burn volunteers lined up by J. Peyton. F. Delcomyn’s prairie burned on 3/17.

Diversity, Equity & Inclusion Committee: Pam Leiter/Sivicek/Peyton

No report

Blazing Star Society Committee: Sarah Livesay

Who will be on your blazing star garden party invite list this year? In June, I will be asking for your list so please start thinking. The entire list of Blazing Star events have been communicated via e-newsletter to the members and posted on the BSS website. A formal letter with event listing is also being mailed. The first event is Saturday, April 2 for a “Frog/ Friends/ Food hike at Warbler Ridge. All board members are encouraged to join us as Hannah Darcy, UIUC Salamander Researcher, will take us on a herpetological adventure walk. Numbers remain same as February: 62 Blazing Star Families

GPF Properties Research Coordinator: Eric Janssen

2022 Total Projects Permitted: 3 (+2)

Projects by General Research Topic:

1. Soil texture and nutrient analysis in relation to *Silphium integrifolium* (Diane Byers, Illinois State University)
2. Creating woodpecker habitat through treatment of undesirable trees (Claire Johnson, Illinois Natural History Survey)
3. Surveys of bird, plant, insect, and tick communities (Claire Johnson, Illinois Natural History Survey)

Site	# of Projects	General Research Topic	#
Bonnie’s Prairie	1 (+1)	Bird	2 (+2)
Pellsville	1	Insect	1 (+1)
Warbler- Ambraw Woods	1 (+1)	Plants	1 (+1)
Warbler- Bottoms	1 (+1)	Soil	1
Warbler- Embarras Ridges	1 (+1)	Researcher Institute	#
Warbler- Woods NP	1 (+1)	Illinois Natural History Survey	2 (+2)
		Illinois State University	1

III. PUBLIC COMMENT (5-minute opportunity/person)

IV. OLD BUSINESS

V. DISCUSSION

1. Long-term stewardship Calculator; Land Acquisition Committee

VI. NEW BUSINESS

1. Motion to approve February 2022 Treasurer's reports (below).

2. Motion to create a new board-designated account for Legal Defense.

This account is necessary to comply with Land Trust Alliance Standard 6A5, "Build and maintain dedicated or restricted funds sufficient to cover the long-term costs of stewarding and defending the land trust's land. Adopt a plan to secure these funds and a policy committing the funds to this purpose."

The establishment of this account is also necessary to align with below referenced policies within GPF's "Strategic Conservation Plan" (approved 3/22/21):

- Appendix A: GPF will seek dedicated stewardship funds adequate to provide income that will cover the annual monitoring of the property and its legal defense for each property it intends to own.
- Appendix B: (D): A contribution, in an amount as indicated in the Stewardship Calculator Worksheet, to GPF's Legal Defense Fund shall also be made within 12 months of the completion of any land transaction.
- Appendix I (c): In all cases where GPF will hold title to land permanently, GPF will secure dedicated stewardship funds adequate to provide income which will cover the annual monitoring of the property and its legal defense. These funds may be pooled, with the income used for annual monitoring of fee properties and the principal used for defending those properties. Additional funds may be necessary to perform specific property management tasks and those funds shall be raised independently.
- Appendix L (2): GPF shall seek a defense fund for land over which it will hold a conservation easement or title. GPF aspires to establish a pool of donated funds to offset annual monitoring expenses and provide for legal funds should they be necessary. The interest from this fund will be used for annual monitoring expenses; the principal is held to pay potential future legal fees. GPF requires a minimum payment for conservation easements of an amount determined by the board on a case-by-case basis. The actual amount of the defense fund per easement depends upon the size, context and complexity of the property and the conservation easement. While the landowner is not required to contribute these funds, GPF cannot commit to accept the conservation easement unless it is satisfied that these funds will be raised. Defense funding for each property owned by GPF is decided upon by the Board; these funds may be comingled with conservation easement defense funds.
- Appendix O: Checklist for Land Transactions
- Appendix Q: Fee Simple Checklist

Legal funds are advised to be held in board-designated accounts rather than endowment so that the funds remain liquid and can be accessed immediately upon triggered need. As with any Board decision, it can be un-designated following standard protocol outlined in GPF By-Laws (GPF current By-Laws do not define any parameters specific to designation/ un-designation of funds so these traditional rules of any Board decision would apply):

(Section 5) The Board quorum shall be six (6) and must include at least two officers.

(Section 6). Decisions of the Board except as otherwise indicated in these bylaws shall be by a majority vote of the Board members attending, if a quorum exists. A Board member may attend remotely, as set out in the document, *Policy on Remote Attendance at and Participation in Meetings*. The president may vote, and must vote in the case of a tie.

****See provided article below, “Board Designation: Three Questions to Consider”, for further resources on this decision.**

3. Motion to transfer funds from GPF unrestricted monies to the newly established board-designated account for Legal Defense in the amount of \$43,150.

In February of 2022, Sarah L and Sarah N completed together the Terrafirma Legal Defense calculator inclusive specifically to GPF property holdings via the Terrafirma site. With the consolidation of GPF parcels into “macro-sites” (Warbler & Burnett), Terrafirma classifies GPF has holding (7) properties. Per Terrafirma policy, the legal protection rate threshold for all organizations holding up to 15 properties is \$43,150.

4. Motion to accept the Herrin Endowment with all conditions as presented below.

Per final legal review and discussion at GPF Board meeting in February, no changes were made since the February version. The Board is asked to formally accept this endowment so that the ceremonial acceptance can be held at the Champaign Library on Wednesday, May 11 at 2pm. The entire Board is invited to participate along with Mr. Herrin.

VII. PROFESSIONAL DEVELOPMENT



Grand Prairie Friends
Balance Sheet
as of 02/28/2022

Account Number	Account Name	Amount
Assets		
Accounts		
12210	Vanguard Funds	\$122,932.06
13000	US Bank CDs (was SF Bank)	\$44,372.52
13040	Prospect Bank Accounts	\$343,775.25
14000	GPF Properties	\$4,038,351.74
15010	GPF Checking	\$365,712.73
15450	Warbler Crossing Damage Deposit	\$-325.00
16100	Vehicles & Asset Equipment	\$16,066.00
16220	Land Improvements	\$295,137.54
19020	Accumulated Depreciation	\$-55,866.25
Total Accounts		\$5,170,156.59
Accounts Receivable		
18000	Receivables	\$27,490.30
Total Accounts Receivable		\$27,490.30
Total Assets		\$5,197,646.89
Liabilities		
Total Liabilities		\$0.00
Equity		
° Unrestricted Funds		
31000	Unrestricted Net Assets	\$419,391.09
33000	Real Estate Net Assets	\$4,038,351.74
33500	Other Net Assets	\$255,337.29
34450	Stewardship Staffing Unrestricted (5k)	\$4,991.55
Total ° Unrestricted Funds		\$4,718,071.67
° Donor Restricted Funds		
34010	General Fund Endowment	\$74,282.17
34020	Stewardship Fund Endowment	\$43,355.58
34025	Stewardship Fund Endowment (pending)	\$100.00
34140	Other Designated Funds	\$2,115.00
34150	WR Stewardship Restricted	\$2,174.61
34200	Ambraw Woods Stewardship (BL)	\$7,676.58
34360	Hoopeston Mitigation Project	\$4,006.48
34460	Dolan Acquisition	\$529.84
34570	Warbler Crossing (Eads) Infrastructure (LFF)	\$5,992.24
34640	Warbler Bluff (Frantz) Restoration (California Ridge)	\$49,342.04
34660	Capacity Building Grant 2021-23 (ICECF)	\$10,208.09
34670	Prospect Prairie (Cargill)	\$20,000.00
34690	EQIP NRCS 2021-24 (IDNR)	\$-6,005.41
34700	NASA Equipment (IDNR)	\$-225.77

Account Number	Account Name	Amount
34710	NASA Staff (IDNR)	\$-2,061.13
34720	NASA Supplies (IDNR)	\$-328.17
34730	Loda Restricted Donations (Morgan)	\$1,000.00
34750	Apex 17.1 Mitigation (APEX)	\$-58.83
34760	Burnett Acquisition (Brookfield)	\$2,439.00
34780	Burnett Restoration (Brookfield)	\$195,032.90
34800	Prospect Prairie (Ford Ridge)	\$70,000.00
Total ° Donor Restricted Funds		<u>\$479,575.22</u>
Total Equity		<u>\$5,197,646.89</u>
Total Liabilities + Total Equity		<u><u>\$5,197,646.89</u></u>

GPF Receivables

Feb 2022

INVOICE	PAYER	INVOICE #	AMOUNT
12/31/2021	State of Illinois (IDNR)	NASA-105	\$17,686.97
12/31/2021	State of Illinois (IDNR)	NAAF-106	\$776.25
1/31/2022	State of Illinois (IDNR)	NAAF-107	\$459.00
2/28/2022	State of Illinois (IDNR)	NASA-108	\$2,876.58
2/28/2022	Apex Renewable Energy	HOOPESTON ADMIN-109	\$5,624.00
2/28/2022	State of Illinois (IDNR)	NAAF-111	\$67.50
		TOTAL DUE	\$27,490.30



Grand Prairie Friends
Income Statement
for the period of 02/01/2022 to 02/28/2022

Account Number	Account Name	Amount
Income		
40000	Membership Dues	\$1,745.23
40075	Blazing Star Membership	\$2,529.58
40100	Appeal Campaigns	\$25.00
41140	Other Designated Donations	\$1,115.00
41310	General Donations	\$117.57
41330	In Honor Of / On Behalf Of	\$103.40
42020	Unrestricted Interest	\$124.94
50000	Technical Services	\$13.50
52220	Rental Income (Warbler Crossing House)	\$325.00
50500	Admin Fees for Grants & Projects	\$5,885.51
56300	Grants	\$2,876.58
Total Income		\$14,861.31
Expense		
60150	Business Fees	\$40.00
60170	Contribution Trans. Fee	\$14.43
60220	Software Expenses	\$185.49
60300	Insurance (not vehicle)	\$2,241.00
60500	Postage (not solicitation)	\$36.36
60600	Dues (other organizations)	\$2,150.00
60185	Admin Salaries / Hourly	\$463.72
60190	Executive Director Salaries	\$4,191.75
60210	Bookkeeper Pay	\$1,660.00
60250	Professional Development Expenses	\$208.08
62400	General Merchandise Expenses	\$375.00
71200	Vehicle Expenses	\$503.86
71000	Natural Areas Salaries	\$5,587.27
71300	Other Stewardship Pay & Expenses	\$467.15
71360	Stewardship Supplies	\$73.87
76000	Property Maintenance Expenses	\$313.14
62100	RSM Expenses	\$632.00
62300	Plant Sale Expenses	\$1,882.74
62275	Fundraising Events	\$319.84
72300	Signage	\$23.02
71730	IDNR NAAF Staff Pay & Volunteers	\$67.50
71750	NRCS Warbler Ridge EQIP Grant	\$602.31
71760	IDNR NASA Grant	\$982.07
71780	Apex 17.1 30-year Contract	\$58.83
72020	ICECF Burnett Restoration Contractors (\$10k)	\$10,000.00
72030	Brookfield Burnett Restoration	\$54,875.10
Total Expense		\$87,954.53
Net Income (Loss)		\$-73,093.22

February Checks

Checks

Amount mostly Paid by:

	Grant	GPF	
1243 PSCC		20.00	Conference registration
1244 Land Trust Alliance		2,000.00	Dues
1245 South Cent. Farm Services	116.09		Fuel Oil at Wcrossing
1246 Eco Logic	54,106.00		Burnett Restoration
1247 Chubb		2,241.00	Workers' Comp Insurance
1248 Eco Logic	10,769.10		Burnett Restoration
1249 Second Wind Running Club		632.00	RSM Chip Timing for 2021
1250 Ed Wilhite		1,068.47	Plant Sale Expenses

Paid On-line

Prospect Bank		40.00	Safe Deposit Box Rent
Casey's		503.86	Fuel
Visa	328.43	2,139.12	Plant Sale supp, BSS chairs, Stev

Paid via 1099 Payroll

Nancy Mickenbecker		1,730.50	Bookkeeping
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Totals	65,319.62	10,374.95	
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Donations February 1-28, 2022

Generated by dianeed@sbcglobal.net on 2022-03-17 12:05

Name	Total	
David & Karen Andsager	100.00	BSS
David Broman	50.00	
Marcia Broman	50.00	
Matthew Bryant	5.00	
Clif Frantz	300.00	
Fred & Nancy Delcomyn	125.00	BSS
Frank Dinovo & Carol Emmerling-Dinovo	26.08	
Beckie Green	50.00	
Pat Guthrie	50.00	
Jon Hoekstra	3.40	
George & Cynthia Hubert	100.00	
Eric Janssen	10.00	
Claire Johnson	50.00	
Karen & Pat Kane	200.00	BSS
Elizabeth Kirby	100.00	
Keith Kohanzo	2,000.00	BSS
Kenneth & Tanja Larimore	100.00	
Pamela M Lowrey	25.00	
Bridgette Moen	5.00	
Network for Good	1,115.00	
Melissa Pokorny	15.77	
Robert Yasinski & Trish Quintenz	100.00	
Melissa Records	50.00	
Gary & Marsha Russell	500.00	
Jacqueline Seaberg	103.40	
Gloria Valenti	104.58	BSS
Total	5,338.23	

Donors = 26

New Donors = 5



SHARE



08.23.21

Board Designation: Three Questions To Consider

MARVA M. FLANAGAN

The COVID-19 pandemic and ensuing economic crisis have provided harsh reminders of how precarious a not-for-profit organization's financial stability can be. Uncertainty about the future is prompting some organizations to consider the wisdom of making board designations of unrestricted assets. Here are a few questions your organization might want to consider before making that decision.

1. Are Assets Unrestricted?

The term “board-designated assets” generally refers to funds that have not been restricted by donors but are subject to self-imposed limits on their use. They are typically intended to ensure that funding is available when needed. Board-designated funds can also play a role in fundraising by demonstrating an organization's commitment to a specific plan or program.

They may be designated for a special, one-off purpose or set aside on an as-needed basis for a specified period of time (for example, covering contingent liabilities that may or may not arise). Unlike restricted funds, where only the original donor may remove the restrictions, designated funds can be undesignated at the discretion of the board of directors.

In most cases, the board will designate the funds, but, in some organizations, the board assigns the responsibility to management—ideally, to specific positions (such as chief financial officer) that possess the requisite knowledge and judgment—rather than to specific individuals. In such circumstances, these delegations should be formally recorded and the board should regularly review the actual designations made by management. And, of course, every net asset designation should be properly documented.

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2. What Are the Financial Reporting Implications?

One benefit of taking the time to properly document board designations is that the practice will make it easier to comply with the financial reporting requirements as listed in the Financial Accounting Standards Board Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. ASU 2016-14 requires not-for-profits that follow U.S. Generally Accepted Accounting Principles to disclose board-designated net assets on their financial statements or in the notes to those statements.

Not-for-profit organizations should also bear in mind that designating assets can affect the amounts in the mandatory disclosures related to liquidity and the availability of financial assets. For example, designating a large chunk of cash for a capital project could reduce your liquidity.

3. How Should You Manage Board-Designated Assets?

Best practices for organizations with board-designated assets include the adoption of formal policies and procedures related to their management. For example, the policy should require your board to establish objectives for designated assets. Objectives might include:

- Providing an internal line of credit to better manage cash flow and allow some financial flexibility;
- Funding future programs or projects;
- Maintaining operational or liquidity reserves; or
- Funding an endowment.

The policy should also clearly delineate authority. Who can designate and undesignate funds — your board or management? Under what circumstances would exceptions be allowed?

In addition, describe procedures for monitoring designated assets, including stating whether funds will be segregated. Procedures to track expenditures and collect data to comply with reporting requirements should also be established.

COVER YOUR BASES

Board-designated assets can prove critical to the survival of programs, projects or your organization itself. They do come with certain obligations and responsibilities, though. Consult with your ORBA CPA to ensure you are going down a wise path and taking the necessary steps.

Related Read: [Five Planning Strategies in Uncertain Times](#)

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