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**Fox Valley United Way  
Board of Directors Meeting Minutes  
8:30 am –10:00 am  
Thursday, February 13, 2025 – Via Zoom**

**In attendance:**

Diana McClarien  
Joe Donar  
Karen Yaggie  
Laura Koski  
Maria Manzo  
Maria Richards  
Mark Mooney  
Michele Clark

Kelly McDonough – excused  
Mansa Latham - absent

**Quick recap**

The meeting focused on the impact of recent executive actions on nonprofits, with discussions on funding, participation, and staff turnover. The team also reviewed financials, approved minutes, and discussed the transition of 2-1-1 services to a new provider. Additionally, they discussed the activities and plans of Spark, the partnership with the Dolly Parton Imagination Library, as well as the final reports on the audit and the need for improved grant tracking.

**Next steps**

- Deborah to send contract to United Way of Omaha for taking over the 2-1-1 call center.
- Deborah and Mark will review the audit with Gabriella (auditor) tomorrow.
- Maddie will work on marketing materials and sign-up events for Dolly Parton Imagination Library.
- Karen to draft an email to Maddie regarding Dolly Parton Imagination Library events in Hinkley, Big Rock, and Sugar Grove.
- Michelle will email about the potential Dolly Parton Imagination Library promotion at farmers markets.
- JD will reach out to Joe regarding grant reports.
- Deborah to ensure Maddie's email ([Madison.chandler@Deborahvalleyunitedway.org](mailto:Madison.chandler@Deborahvalleyunitedway.org)) is set up by Tuesday.
- Deborah to present the auditor's findings to the board next month.

- Deborah and Mark will review the financials at the end of February to determine grant funding for the following year.
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## **Summary**

### **Agenda Review and Reports Discussion**

In the meeting, Deborah initiated the discussion and welcomed everyone. There was a brief exchange about the well-being of the participants and their children. Deborah then proceeded to run through the agenda, which included approving the minutes for November and December. After a brief discussion, the minutes were approved. The next item on the agenda was the Chairman of the Board's report, Mark had nothing to report. Deborah presented the CEO's report, which was available on the portal. The conversation ended with Deborah mentioning that the minutes for January would be uploaded in about a week.

### **Nonprofit Funding and Participation Trends**

Deborah discussed the impact of recent executive actions on nonprofits, specifically focusing on United Way Worldwide's public policies and their alignment with the organization's goals. Deborah also mentioned that none of their current grants are federally funded, and that they are not anticipating any issues with funding. However, Deborah noted a decline in participation in Spark's playgroups and a decrease in attendance at local libraries, which they are addressing by transitioning to virtual parent groups. Laura shared her observation that there has been an increase in people closing or adding family members to their bank accounts due to fear.

### **Business Impact and Personal Challenges**

Maria shared information about a call to Congressmen Foster about a family's difficult decision regarding a family member on life support and the challenges due to a lack of access to funds. Deborah asked Diana to discuss the impact of recent events on her work at Start Early, with Diana noting a 30% drop in attendance and 12% staff turnover. The group agreed to continue monitoring the situation and seek guidance from United Way Worldwide.

### **Call Center Transition and Staff Changes**

Deborah announced that the PATH call center for 2-1-1 services will be cancelling services. Deborah and Lisa talked with a new provider, United Way of Omaha, at a significantly lower cost. This change is expected to improve the quality of service and provide better coverage for the community. Deborah will execute the contract for new service. Deborah also announced that Lisa Foydel, the Director of Community Engagement, has resigned to take a new position at a partner agency. However, she will continue to work as a consultant for the transition of 2-1-1 services. Deborah further mentioned that the position left vacant by Lisa will be replaced by a part-time to potential full time Community Engagement Coordinator role, which will be offered to Madison Chandler, a recent Aurora University intern. The team expressed their support for these changes and the potential for growth within the organization.

## **Financials and Grant Funding Discussion**

In the meeting, Mark presented the financials for the six months ended December 31, 2023. He highlighted a positive increase in campaign revenues. However, he expressed concern about the \$81,000 loss and the need to decrease the reserve. He also mentioned that the consulting expense was lower due to fewer grants in play this year. Deborah discussed the potential for cost-cutting and the possibility of reducing Partner Agency grant funding temporarily in the future. The team agreed to review all mid-year grant reports by the end of February to make a decision on the allocation of \$75,000 and future resource allocation.

## **Spark Report**

Deborah discussed Spark's activities and plans for January. They highlighted the free ASQ training provided to educate others in the community on developmental screenings, a requirement from the Inc. Mental Health Board Grant. Spark also attended an event at the Dupage Children's Museum to connect with families, particularly Spanish-speaking ones. Due to low attendance at their parent group at Northern Lights, they decided to go virtual. A new social worker intern, Aaliyah, has joined the team. Deborah is working on reporting for the grant from birth to 5. Deborah also mentioned that Spark has scheduled community meetings, which may focus on public policy. No questions were raised about Spark's activities.

## **Development Report**

JD and Lisa organized a successful Dolly Parton fundraiser event in January, raising about \$3,500, although their goal was \$5,000. The event was well-received, with attendees appreciating the early literacy focus and entertainment. Deborah acknowledged the need to improve in asking for donations at such events. Marissa, who spoke at the event, was thanked for her support and contribution from the proceeds of her book, "Girls Who Build,". Jd is working with Rush Copley for the 5K event around Mother's Day in coordination with the Rush Foundation. Deborah also mentioned the contributions of Aurora University marketing and public policy interns, Louisa and Daniel, to enhance their social media presence. JD has been attending webinars on DEI and meeting with people regarding the executive orders. Maria shared feedback from a roundtable discussion on immigration and announced another roundtable discussion on the same topic next week.

## **Engagement Report**

Deborah discussed Lisa's announcement of the partnership between Fox Valley United Way and the Dolly Parton Imagination Library which aims to provide free books to children in Aurora and the surrounding FVUW service area. The program was made possible through a \$100,000.00 donation from Follett, a publishing company. Deborah also mentioned that Lisa will remain on as a contractor to help with the transition and train Maddie on managing the DPIL program. Karen expressed interest in promoting the program at Hinkley and Big Rock schools, and Michele suggested setting up a table at the farmers market to promote the library. Deborah confirmed that Governor Pritzker and Lauren Underwood have supported the program. The team agreed to distribute flyers in libraries and schools to promote the program.

## **Grant Tracking and Recruitment Discussion**

Deborah discussed the final reports on the audit and the need to improve grant tracking between Andar and QuickBooks. Deborah mentioned that she and Mark would review the audit with the auditor, Gabriella,

the following day. Karen discussed using a marketing and communications firm for recruitment and hiring a bilingual customer service person. Deborah suggested the Maddy situation could be a good opportunity for them, as they could hire her for less than \$40,000 a year.

<b>Development Monthly Board Report</b>	
<b>Month: February</b>	
<b>Submitted by: J.D. Ostergaard</b>	
<b>Events &amp; Engagement</b>	<p>Chicago Steel fundraiser engaged 28 donors with an afternoon of minor league hockey and while the Steel did not win the game, Fox Valley United Way “won” \$140 from the fundraiser.</p> <p>Attended GMACC Lunch and Learn at ServBank in Oswego on Tuesday, February 4<sup>th</sup>.</p> <p>Met with Earthmover Credit Union to plan next steps and deliver gratitude pens to pledge donors on Thursday, February 13<sup>th</sup>.</p> <p>Met with Caterpillar to plan next steps and successor as well as deliver gratitude pens to pledge donors on Friday, February 14<sup>th</sup>.</p> <p>Conducted Community Resource Committee meeting on Wednesday, February 19<sup>th</sup> to plan the Mom Made Me Do This 5K and Chicago Steel Fundraiser.</p> <p>Presented at SPARK Community Meeting on Thursday, February 20<sup>th</sup> on Dolly Parton’s Imagination Library.</p>
<b>Programming</b>	<p>Met with Jes Bennett from Rush Copley Foundation on February 27 to continue planning for the May 4<sup>th</sup> 5K run, Mom Made Me Do This 5K. T-Shirt vendor has been solidified, along with the Mile for Mom details. Mile for Mom will have 4 activity stations for the children to perform before moving on in the race.</p> <p>Waubonsee Community College has committed to a \$500 sponsorship level.</p>
<b>Interns Operations</b>	<p>Attended the Next Generation Leaders programs on 2/4 and 2/18. This is a bi-weekly training hosted by United Way Worldwide to cultivate new and upcoming leaders in the United Way network.</p> <p>Daniel Escobar attended meetings with local partners with me and engaged in planning future events.</p> <p>Luisa De Leon helped at the table for the before game marketing at the Chicago Steel hockey game.</p>
<b>Data</b>	<p>Payments made to our online portal, Stripe, resulted in \$1,463. There were 9 donors using the platform and 7 are recurring monthly donations.</p> <p>Checks received from individuals in February totaled \$2,414.</p>

<b>Resource Development</b>	<p>Attended the National Council for Non-Profits presentation on the “Executive Orders and Their Impact on Nonprofits” on February 7 and learned a few tactics to anticipate change.</p> <p>Attended Diversifying Revenue and Expanding Reach put on by United Way Worldwide on 2/11.</p> <p>Attended the Dunham Foundation’s presentation on Monthly Giving Roundtable on 2/13.</p> <p>Attended our website company training on “Strategies to Help Your Event Webpages Succeed” on Thursday, February 20<sup>th</sup>.</p> <p>Attended United Way of Illinois Mid-Year Meeting in Bloomington on Monday, February 24<sup>th</sup>.</p>
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<b>SPARK Monthly Activity Report</b>	
<b>Month: February 2025</b>	
<b>Submitted by: Rosa Sida</b>	
<b>Events &amp; Outreach</b>	<ul style="list-style-type: none"> <li>February 1, we participated in the 3<sup>rd</sup> Annual Early Childhood Resource Fair. The Event was well attend we distribute</li> <li>February 7, Aurora University School of Social Work's 2025 Virtual Field Fair</li> <li>February 27, Provided an Advocacy 101 Training to the Aurora community in collaboration with We the Village.</li> <li>February 28, we provided an ASQ-3 training in Spanish, for parent in Aurora.</li> </ul>
<b>Programing</b>	<ul style="list-style-type: none"> <li>World Relief Playgroups; every Friday from 10-11am</li> <li>EOLA playgroups; Every other Tuesday from 10-11am</li> <li>Northern Light Center; Every Monday from 10-11am</li> <li>Family Focus and SPARK parents groups, every other Tuesday from 11-12pm</li> <li>Parent’s group at Norther light Community Center every Wed-from 10-11am Parent are more open to participate that the meetings are virtual.</li> </ul>
<b>Staff/Interns/Volunteers</b>	<ul style="list-style-type: none"> <li>We completed interviews for Aurora University students in February; after receiving seven applications and conducting seven interviews, we secured two bilingual students for spring.</li> </ul>
<b>Data</b>	<ul style="list-style-type: none"> <li><b>Playgroup’s attendance</b> (7 total play groups) <ul style="list-style-type: none"> <li>Children# 46</li> <li>Parents# 33</li> </ul> </li> <li><b>New Intakes</b> <ul style="list-style-type: none"> <li>Parents#30</li> <li>Children#39</li> </ul> </li> <li><b>Developmental Screenings</b> <ul style="list-style-type: none"> <li>ASQ-3 8</li> <li>ASQ-SE 8</li> </ul> </li> <li><b>Trainings and attendance</b> 1 training (Spanish) attendance: 5</li> <li>Outreach events attended: 1</li> </ul>

	<ul style="list-style-type: none"> <li>• Children#: 66</li> <li>• Parent#: 98</li> </ul>
<p><b>Collaboration</b></p>	<ul style="list-style-type: none"> <li>• SPARK is attending: All are Kids Collaboration monthly meeting</li> <li>• Birth to Five Collaboration for Kane County monthly meetings.</li> <li>• City of Aurora Educational Commission</li> <li>• Illinois Action for Children monthly meetings</li> </ul>
<p><b>Grants</b></p>	<ul style="list-style-type: none"> <li>• Northwester Medicine (Completed 30K)</li> <li>• INC (In progress)</li> <li>• Dunham Foundation (In progress)</li> </ul>