

**Fox Valley United Way**  
**Board of Directors Meeting Minutes**  
**Thursday, August 14, 2025 via zoom**

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Meeting called to order by ED J.D. at 8:34 am.

Roll Call of those present:

**Board** – Laura, Mansa, Marisa, Mark

**Staff** - J.D.

**Absent** – Diana, Karen, Kelly, Maria, Michele, Tamekia

**Chairman of the Board's Report:** No Report from Chairman,

**Minutes:**

June and July Minutes reviewed, but could not reach vote due to lack of a quorum.

The conversation started on approving meeting minutes from June and July to facilitate the line of credit process with Old Second Bank. J.D. noted that while a quorum wasn't present, electronic votes will be used to proceed with the minutes' approval. Marisa identified a typo in the June minutes, which J.D. agreed to correct. The group confirmed that Mark carried the motion for the May minutes, which Maria seconded, and all participants approved the June and July minutes after reviewing them. Approved Mark, Marisa, Laura, Mansa, and Tamika.

**Revised Meeting Schedule for 2025-2026**

The board discussed scheduling changes for future meetings, with a consensus to skip December meetings and hold in-person meetings in June instead of August to avoid summer vacations. J.D. will send out an updated meeting calendar with the revised schedule, including a June meeting to review the budget.

**United Way Assessment Review**

The board discussed the United Way assessment, a 50-page document with 24 evaluation points that needs to be completed by the end of the year. J.D. proposed either reviewing it at the September board meeting or having board members complete it individually and submit their responses, which would then be compiled and discussed at the meeting. Laura and others agreed to complete the assessment before the next meeting, with J.D. planning to send out the PDF and collect responses. J.D. also mentioned that staff would complete a similar assessment, providing more detailed written answers to complement the board's numerical ratings.

**Fiscal Sponsorship Opportunities Update**

J.D. presented updates on three potential fiscal sponsorship opportunities: a water program with the City of Aurora, a disaster ready Kane County initiative, and a student services coalition. J.D. explained that for the Aurora water program, donations would be collected through a dedicated webpage with a 10% administrative fee, and the program would launch in April 2026 pending funding. The board will vote on the disaster ready Kane County program at their next meeting, with J.D. noting that Batavia United Way's executive director has offered support and suggested a joint bank account with Earthmover. J.D. also mentioned receiving requests from three different entities for fiscal sponsorship within three months, suggesting this could be an emerging opportunity for future growth.

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**Ice Cream Social Planning Meeting**

J.D. discussed the upcoming ice cream social and coffee event, which will include a 45-minute presentation and 30 minutes for networking. The event is sponsored by Comcast and is expected to have an audience of 60, with about 20 people registered so far. J.D. mentioned that T-shirts have been ordered for staff and some attendees, with a suggested donation of \$20 per shirt. The event will take place at 3 PM, and J.D. requested that attendees arrive a few minutes early to get their name tags and station assignments for greeting guests. J.D. also mentioned that staff will wear professional shirts and that name tags will be provided for both staff and attendees.

**Financial Review and Grant Updates**

Mark reviewed the financials, noting that the year-end is June 30th and the campaign revenue is down by about \$40,000 compared to last year. He explained the balance sheet and income statement, highlighting areas of concern such as decreased receivables and grant revenue. J.D. shared positive news about a \$40,000 deposit received from a grant to offset a previous error in accounting, which Mark confirmed was resolved. The group agreed to focus on a strong June to improve the financial outlook.

**Next Meeting**

On September 11, 2025, the Thriving United Way Assessment will be discussed in detail as a majority of the meeting agenda. J.D will email board members the assessment to review before board meeting. We will discuss as a group.

**Meeting adjourned at 9:10 am.**