



# ILLINOIS LITERACY FOUNDATION

Illinois Literacy Foundation  
Board of Directors Meeting  
December 12, 2023  
12:30 p.m.

Illinois State Library – Room 204  
Gwendolyn Brooks Building  
300 South Second Street  
Springfield, Illinois 62701-1796  
Held via Webex

## MEETING MINUTES

### PRESENT

Carolyn Anthony  
Michael Mroz

Heather Bookstaver  
Crystal Reynolds

Roberto Castaneda  
John Rosales

### NOT PRESENT

Richard Dent

### ILLINOIS STATE LIBRARY STAFF PRESENT

Greg McCormick

Beth Paoli

### CALL TO ORDER

Chair Mroz called the meeting to order and welcomed members at 12:32 p.m.

### MINUTES OF PRECEDING MEETINGS

Chair Mroz asked for a motion to adopt the December 13, 2022, meeting minutes. Ms. Anthony made a motion to adopt the minutes of the December 13, 2022, minutes. Ms. Bookstaver seconded. The motion passed.

Chair Mroz asked for a motion to adopt the March 14, 2023, meeting minutes. Dr. Castaneda noted that the account balance as of March 14, 2023, should have been recorded as \$16,938.80. Mr. Rosales made the motion to adopt the minutes of the March 14, 2023, meeting as amended. Ms. Bookstaver seconded. The motion passed.



### **TREASURER'S REPORT**

Dr. Castaneda provided a Treasurer's Report noting that the current balance is \$17,021.13. Ms. Bookstaver made a motion to approve the report as presented. Ms. Reynolds seconded. The motion passed.

### **OLD BUSINESS**

Deputy Secretary of State Hanah Jubeh was recently added as a signatory to the Illinois Literacy Foundation bank account. Until this occurred, Dr. Castaneda was the only signatory. Dr. Castaneda led a brief discussion about considering moving the account to a bank that would be more convenient to signatories. The discussion was tabled until the next scheduled meeting.

Chair Mroz shared that the "Online Storytelling" project has been paused until further notice.

Chair Mroz asked Ms. Anthony for an update regarding the potential partnership with the Rotary Clubs of Illinois. Ms. Anthony shared that she was awaiting further direction from the Board regarding next steps. This project is also paused until further notice.

### **NEW BUSINESS**

Chair Mroz reminded all Directors to complete and submit the Ethics Certificate and the Conflict of Interest Statement that was emailed to each member on November 7, 2023.

Chair Mroz asked Mr. McCormick for an update on the future direction of the Illinois Literacy Foundation. Mr. McCormick shared that a new website is being developed and will be unveiled at the March 12, 2024 meeting; the focus of the Illinois Literacy Foundation will shift to supporting adult literacy; the General Counsel is reviewing needed updates to the Illinois Literacy Foundation by-laws; additional board members are to be added; and that an officer election will need to be held once the Board has been adequately built.

Chair Mroz requested that a clear path forward be shared with Directors at the March 12, 2024 meeting.

Ms. Paoli confirmed that the Board wished to continue meeting on the second Tuesday of March, June, September (if needed) and December from 12:30 p.m. – 2:30 p.m. in 2024. All members agreed.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

Mr. Rosales made a motion to adjourn the meeting. Dr. Castaneda seconded. The motion passed. The meeting adjourned at 1:17 p.m.