ILLINOIS LITERACY FOUNDATION

Illinois Literacy Foundation
Board of Directors Meeting
September 10, 2024
12:30 p.m.
Offices of the Secretary of State
115 South LaSalle Street, 2nd Floor Conference Room (Crete)
Chicago, Illinois 60603

MEETING MINUTES

PRESENT

Roberto Castaneda (virtual)	Mo Khan	John Rosales
Claire Demirjian	Michael Mroz (virtual)	
Hanah Jubeh (virtual)	Crystal Reynolds	

NOT PRESENT - none

ILLINOIS SECRETARY OF STATE STAFF PRESENT

Cabell King	Greg McCormick (virtual)	Maria Ullmann

GUESTS PRESENT - none

PRIOR TO MEETING
Board members present had pictures taken for the website.

Board members present, constituting a quorum, agreed verbally that those attending virtually could participate in the meeting

CALL TO ORDER
Chair Mroz called the meeting to order and welcomed members at 12:45 p.m.

MINUTES OF PRECEDING MEETINGS
Chair Mroz invited a motion to adopt the meeting minutes from June 11, 2024.

Dr. Castaneda made a motion to adopt the minutes without amendment. Ms. Reynolds seconded. The motion passed.

TREASURER'S REPORT
Dr. Castaneda provided a Treasurer's Report noting that the balance on August 31, 2024, is $16,634.56.

Mr. Rosales made a motion to approve the report as presented. Ms. Reynolds seconded. The motion passed.

ADVANCEMENT REPORT
Mr. King summarized advancement activity to date in FY25, including lessons learned and recommended Board participation moving forward.

Discussion regarding the possibility of a Literacy Luncheon in late fall 2024. Priorities include finalizing the date, securing a venue, and approving the guest list.

Discussion regarding application for a Digital Equity Competitive Grant to support adult online high school programs in Illinois public libraries. General enthusiasm for the project.

BOARD DEVELOPMENT REPORT
Mr. King announced the presence of the Board's newest member, Claire Demirjian; shared information regarding prospects under consideration; and articulated priorities in the identification of additional members. The shared ambition is that the Board would grow by an additional 2-3 members before the end of FY25. The Board is particularly interested to identify members with knowledge of literacy/education, experience in nonprofit management, connections to likely funders, and residence or interests in Illinois outside Chicagoland. Continued interest to represent the demographic diversity of the state.

UNFINISHED BUSINESS
Proposed ILF bylaws had been updated to respond to questions raised at the June Board meeting. Mr. Rosales moved for the acceptance of the updated bylaws. Ms. Reynolds seconded. The new bylaws were approved by unanimous vote.

As the new bylaws introduce three-year, renewable terms for Board members, Board members discussed the years at which current seats might be up for renewal. Verbal agreement that those members introduced within the last six months would be up at the end of June 2027. Seats of the three longest serving members will be up at the end of June 2025. The seat of the fourth most senior member will be up at the end of June 2026.

The Board continued discussion of the adult online high school initiative introduced at the June meeting. No motion was made formally to make the project a priority. Expressions of enthusiastic approval of the project were balanced by some concern about fundraising and administrative capacity. General consensus is that when we identify funders for this work – like the Digital Equity Competitive Grant – we should pursue them.

Ms. Jubeh excused herself from the meeting at 1:37 p.m.

NEW BUSINESS
There was only one individual nominated for each of the four Board offices. The slate was approved without objection by verbal vote.

Chair, Michael Mroz
Vice-Chair, John Rosales
Treasurer, Roberto Castaneda
Secretary, Crystal Reynolds

The Board requested information regarding protocols for spending money out of the ILF Treasury.

Mr. Mroz excused himself from the meeting at 2:30 p.m.

Mr. King appealed to the Board to complete personal profile forms, conflict of interest disclosures, and certification that Board members have received, reviewed, and consented to abide by the directions of the State Ethics Act.

PUBLIC COMMENT
There was no public comment.

ADJOURNMENT
Vice-Chair Rosales adjourned the meeting at 2:39 p.m.