

Voting Members of the Preservation Foundation Meeting
1899 West Winchester Road, First Floor Meeting Room, Libertyville, Illinois 60048
Wednesday, December 13, 2023
10 AM or 15 minutes following the conclusion
of the Forest Preserve Board meeting, whichever is later

A G E N D A

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Announcements, Petitions, and Correspondence**
- 6. Executive Director Comments**
- 7. Approval of Minutes**
- 8. Reports of Standing Committees**
- 9. Report of Special Committees**
- 10. New Business**
 - 10.1 Recommend Approval of a Resolution Nominating the 2024 Board of Directors of the Preservation Foundation
 - 10.2 Recommend a Resolution Approving the Foundations 2024 Budget and Fundraising Plan
- 11. Old Business**
- 12. Closed Session**
- 13. Potential Action Following Closed Session**
- 14. Next Meeting June 12, 2024**
- 15. Adjourn**



DATE: November 16, 2023

MEMO TO: Nels Leutwiler, Chair
Committee of the Board

FROM: Erika Stergos
Preservation Foundation Executive Director

RECOMMENDATION: Recommend a resolution nominating the 2024 Board of Directors of the Preservation Foundation

FINANCIAL DATA: No financial impact.

BACKGROUND: Under the bylaws of the Foundation, as amended on May 25, 2023, Directors of the Preservation Foundation are elected to a three-year term of service and approved annually by the Voting Members at the Annual Member Meeting.

The Foundation's bylaws state the number of Directors should be between ten (10) and twenty-five (25) members and should include two Lake County Forest Preserve District Commissioners, as appointed by the President of the Forest Preserves. The bylaws also state the Forest Preserve Executive Director shall be an ex-officio member of the Preservation Foundation Board of Directors with voting rights.

The Board of Directors approves a list of candidates, which may include additions to or deletions from the recommendations of the Board's Executive Committee, if any. The Board of Directors submits its approved list of recommended candidates to the Voting Members for election at the next Annual Member Meeting.

REVIEW BY OTHERS: Executive Committee



2024 Preservation Foundation Board of Directors

New Members Recommended for a Three-Year Term (January 1, 2024 - December 31, 2026):

- Jefferson McMillan-Wilhoit, Preservation Foundation Board Director
- Chad Wayne, Preservation Foundation Board Director
- Michael Tutty, Preservation Foundation Board Director

President (January 1, 2022 – December 31, 2024)

- Nels Leutwiler (Third Term)

Members (January 1, 2022 – December 31, 2024)

- Charles R. Bartels, Preservation Foundation Board Director (First Term)
- Chris Heier, Preservation Foundation Board Director (First Term)
- Elizabeth S Hough, Preservation Foundation Vice President (Second Term)
- Andrea S. Moore, Preservation Foundation Secretary (Third Term)
- Robert C Shears, Preservation Foundation Board Director (First Term)

Members (January 1, 2023 – December 31, 2025)

- Andrea L. Danks, Preservation Foundation Board Director (Third Term)
- James J Kirby, Preservation Foundation Board Director (First Term)
- Billy McKinney, Preservation Foundation Board Director (First Term)
- Pradip Sahu, Preservation Foundation Board Director (First Term)
- Mary M. Vincent, Preservation Foundation Board Director (Third Term)
- Renee Arlene Young, Preservation Foundation Board Director (First Term)

Members (January 1, 2024 – December 31, 2026)

- *Karen Hunter, Preservation Foundation Board Director (Third Term)*
- *S. Michael Rummel, Preservation Foundation Treasurer (Second Term)*

Members (Concurrent to LCFPD Board Terms)

- President Angelo D. Kyle, Preservation Foundation Board Director
- Commissioner John Wasik, Preservation Foundation Board Director

Ex officio, voting

- Alex Ty Kovach, Executive Preservation Foundation Board Director, Lake County Forest Preserves

Ex officio, non-voting

- Erika Stergos, Executive Preservation Foundation Board Director, Preservation Foundation

Names in *italics* are members renewing their service and starting a new three-year term.

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

**VOTING MEMBERS OF THE PRESERVATION FOUNDATION OF THE
LAKE COUNTY FOREST PRESERVE DISTRICT
NOVEMBER MEETING
DECEMBER 13, 2023**

MISTER PRESIDENT AND VOTING MEMBERS OF THE PRESERVATION FOUNDATION:

Your **PRESERVATION FOUNDATION COMMITTEE OF THE BOARD** present herewith
“A Resolution Nominating the 2024 Board of Directors of the Preservation Foundation” and request
its approval.

PRESERVATION FOUNDATION BOARD:

Date: 11/16/2023 Roll Call Vote: Ayes: ___ Nays: ___
 Voice Vote Majority Ayes; Nays: 14 0

**VOTING MEMBERS OF THE PRESERVATION FOUNDATION OF THE
LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION NOMINATING THE 2024 BOARD OF DIRECTORS OF THE
PRESERVATION FOUNDATION**

WHEREAS, the Preservation Foundation (the "Foundation") bylaws, adopted May 8, 2007 and amended on May 25, 2023 state the number of Directors should be between 10 and 25 members; and

WHEREAS, the bylaws also state that the Board of Directors shall include two Lake County Forest Preserve District Commissioners, as appointed by the President of the Forest Preserves; and

WHEREAS, whereas Lake County Forest Preserves President Angelo Kyle has selected himself and Commissioner John Wasik to serve on the Board of Directors; and

WHEREAS, the bylaws state that Lake County Forest Preserves Executive Director Alex Ty Kovach shall be an ex-officio member of the Preservation Foundation Board of Directors with voting rights; and

WHEREAS, the 17 other candidates for the Board of Directors were nominated by the Preservation Foundation Executive Committee;

NOW, THEREFORE, BE IT ORDAINED, by the Preservation Foundation Board of the Lake County Forest Preserve District, Lake County, Illinois that:

Section 1: Recitals. The recitals set forth above are incorporated as part of this Ordinance by this reference.

Section 2: Election of the Board of Directors. The Voting Members hereby elect 17 members of the board of directors: Charles R. Bartels, Andrea L. Danks, Chris Heier, Elizabeth S Hough, Karen Hunter, James J Kirby, Alex Ty Kovach, Angelo D. Kyle, Nels Leutwiler, Billy McKinney, Jefferson McMillan-Wilhoit, Andrea S. Moore, S. Michael Rummel, Pradip Sahu, Robert C. Shears. Michael Tutty, Mary M. Vincent, John F. Wasik, Chad Waynee, Renee Arlene Young.

Section 2: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this 14 day of NOVEMBER, 2023

AYES:

NAYS:

APPROVED this _____ day of _____, 2023

Angelo Kyle, Chair of the Preservation
Foundation Voting Members

ATTEST:

JoEllen Carlucci, Secretary
Preservation Foundation



DATE: November 16, 2023

MEMO TO: Nels Leutwiler, Chair
Committee of the Board

FROM: Erika Stergos
Preservation Foundation Executive Director

RECOMMENDATION: Recommend a resolution recommending approval of the 2024 Preservation Foundation Budget and Fundraising Plan

FINANCIAL DATA: The total estimated revenue and expenditures for 2024 are \$8,002,000.

BACKGROUND: Under the bylaws of the Preservation Foundation of the Lake County Forest Preserves, as adopted on May 7, 2007, an annual Budget and Fundraising Plan must be submitted for approval to the Foundation Voting Members.

On July 10, 2019, the Lake County Forest Preserves Board of Commissioners approved a resolution authorizing staff to work with the Board of the Preservation Foundation to establish an endowment fundraising goal of \$20 million by December 31, 2025. On August 14, 2019, the Foundation Board approved a resolution adopting this fundraising goal. Adopting this goal defined a clear north star for the Preservation Foundation and guides the work of the Development Division staff.

The proposed revenues and expenditures included the 2024 Preservation Foundation Budget, as well as the goals and objectives defined in the 2024 Fundraising Plan, were developed as part of the 2024 Annual Budget for the Lake County Forest Preserve District, which was approved by the Lake County Forest Preserves Board of Commissioners on October 11, 2023.

REVIEW BY OTHERS: Director of Finance

STATE OF ILLINOIS)
)
SS COUNTY OF
LAKE)

**VOTING MEMBERS OF THE PRESERVATION FOUNDATION OF THE LAKE COUNTY
FOREST PRESERVE DISTRICT
DECEMBER 13, 2023**

MISTER PRESIDENT AND VOTING MEMBERS OF THE PRESERVATION FOUNDATION:

Your **PRESERVATION FOUNDATION COMMITTEE OF THE BOARD** presents herewith
"A Resolution Recommending approval of the 2024 Preservation Foundation Budget and
Fundraising Plan" and requests its approval.

PRESERVATION FOUNDATION BOARD:

Date: 11/16/2023 Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes: 14 Nays: 0

**VOTING MEMBERS OF THE PRESERVATION FOUNDATION OF THE
LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION APPROVING THE ANNUAL BUDGET AND FUNDRAISING PLAN
FOR FISCAL YEAR 2024 (JANUARY 1, 2024 THROUGH DECEMBER 31, 2024)**

WHEREAS, the Preservation Foundation (the "Foundation") Rules of Order and Operational Procedures, adopted May 8, 2007, require the Foundation Board to adopt an Annual Budget Ordinance on or before July 1 of each year; and

WHEREAS, on May 9, 2018, the Foundation adopted "A Resolution Changing the Fiscal Year," approving (i) a transitional fiscal year beginning July 1, 2018 and continuing through December 31, 2019 and (ii) following the conclusion of such transitional year, fiscal years beginning January 1 and continuing through December 31 of the same year; and

WHEREAS, at the meeting on November 16, 2023 the Foundation Board reviewed and recommended a budget and fundraising plan for the Foundation for the 2024 Fiscal Year, in accordance with the Budget and Fundraising Policies Resolution adopted by the Foundation Board on May 8, 2007 and amended by the Board on May 10, 2017;

NOW, THEREFORE, BE IT RESOLVED by the Voting Members of the Preservation Foundation of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as part of this Resolution by this reference.

Section 2: The "Fiscal Year 2024 Budget and Fundraising Plan of the Preservation Foundation," attached to and incorporated in this Ordinance as Exhibit A by this reference, containing an estimate of revenues and expenditures of the Foundation for the period January 1 through December 31, 2024, is hereby approved and adopted. The following is a summary of such budget.

I. Estimated Balances December 31, 2023:

Estimated combined fund balances for all funds as of December 31, 2023 \$9,144,170

II. Estimated Revenue:

Estimated contribution	\$8,000,000
Estimated earned revenue	\$2,000
Total Estimated Revenue	\$8,002,000

III. Estimated Expenditures:

Grants	\$921,344
Operating expenses	\$5,000
Operating reserve	\$75,656
Total Estimated Expenditures	\$1,002,000

IV. Permanent Endowment:

Endowment \$7,000,000

PASSED this 16 day of NOVEMBER, 2023

AYES:

NAYS:

APPROVED this ___ day of _____, 2023

Angelo Kyle, President
Lake County Forest Preserve Board
And Chair, Voting Members of
the Preservation Foundation

ATTEST:

JoEllen Carlucci
Preservation Foundation Secretary

**Preservation Foundation of the Lake County Forest Preserves
2024 Budget**

Revenues	Notes	Amount
Contributions		
Unrestricted Support	New and increased Annual Fund donations	\$200,000
Temporarily Restricted Support	Habitat restoration, land preservation and access, education, museum	\$800,000
Permanently Restricted Support	Habitat Management Endowment	\$7,000,000
<i>Total Contributions</i>		<i>\$8,000,000</i>
Earned Revenues		
Interest Income	Unrestricted	\$2,000
<i>Total Earned Revenues</i>		<i>\$2,000</i>
Total Revenues		\$8,002,000
Expenses	Notes	Amount
Grants		
Foundation-Directed Grants	Grants made from unrestricted support	\$121,344
Temporarily Restricted Grants	Donor-designated grants	\$800,000
<i>Total Grants</i>		<i>\$921,344</i>
Operating Expenses		
Fundraising Administration	Bank fees, credit card processing, annual filings	\$5,000
<i>Total Operating Expenses</i>		<i>\$5,000</i>
Operating Reserve	10% of Development Division annual budget, per board direction	\$75,656
Total Expenses		\$1,002,000
Transfer to Endowment		\$7,000,000
Net Operating Revenue		\$0

Note: Does not include in-kind contributions of staff salaries and benefits and Development Division operating expenses received from the Lake County Forest Preserve District.

2024 Fundraising Goals and Activities

Executive Summary:

As the charitable partner of the Lake County Forest Preserves, the Preservation Foundation raises unrestricted funds, funding for projects and programs, and endowed funds to extend and accelerate the work of the District.

The Forest Preserves 100-year vision serves as the north star for the Foundation's efforts, and our larger strategy is driven by the objectives defined in the Road Map to 2025. The goals and objectives outlined in the 2024 Preservation Foundation plan focus on three tactics identified in the Road Map:

- **Ensure Financial Stability:** ensure a permanent source of revenue for tree planting, reforestation and habitat restoration through charitable financial support in the amount of \$20 million.
- **Strengthen Connections:** increase countywide awareness of the Preservation Foundation from 16% (2019 survey results) to 32%.
- **Strengthen Connections:** increase the donor base from 4,600 to 9,200.

Financial Goals:

Campaign	Goal
Annual Fund	\$200,000
Temporarily Restricted (projects or programs)	\$800,000
Endowment	\$7,000,000
Overall Fundraising Goal	\$8,000,000

Strategic Goals

Goal 1: Secure \$20,000,000 in endowment funds by December 31, 2025 to ensure a permanent source of revenue for tree planting, reforestation and habitat restoration.

Current state:

- 2022 Actual: \$4,621,282.47
- As of October 19, 2023: \$6,068,437

2024 Objectives:

- Host an evening event on May 17, 2024 for 250 guests to launch the public phase of Every Acre Strong campaign.
- Solicit remaining principal and major gift prospects to the campaign by December 31.
- Support PF Board and Committee members in their efforts to identify 5 – 10 prospects in their networks willing to support the endowment campaign with a gift of any size.
- Work with Forest Preserve leadership to identify and leverage District support of the endowment campaign, such as Concerts in the Plaza.



Goal 2: increase countywide awareness of the Preservation Foundation from 16% (2019 survey results) to 32% by December 31, 2025.

Current state:

- 2022 Attitude & Interest Survey: 26% of respondents reported somewhat (17%) or very familiar (9%).

2024 Objectives:

- Develop 30 engagement opportunities, such as hosting events and participating in Forest Preserve activities.
- Enable new Major Gift Manager to swiftly connect with existing and prospective donors to increase Guardian Society membership from 161 in 2022 to 190 in 2024.
- Support the work of the new Community Engagement Specialist role and help the Forest Preserve gain new volunteers.
- Complete production of and begin publicizing the Preservation Foundation film.

Goal 3: Increase the donor base from 4,600 to 9,200 by December 31, 2025.

Current state:

- 2022 Actual: 5,520
- As of October 31, 2023: 5,872

2024 Objectives:

- Implement a robust annual giving strategy utilizing cross-channel marketing that highlights the impact of giving to acquire 1,000 new donors.
- Secure \$200,000 in unrestricted funds through mailings, digital campaigns, and personal outreach.
- Secure \$800,000 for Forest Preserves projects or programs by leveraging prospects' existing areas of connections with the District.
- Develop clear giving opportunities to support "lightly restricted" funds such as General Natural Resources, General Operations & Infrastructure, and General Education, educating potential donors on how they can provide a flexible source of funding to an area of the Preserves that is important to them.

Goal 4: Improve the infrastructure and fundraising capacity of the Preservation Foundation.

2024 Objectives:

- Provide materials, conduct training, and support the efforts of the Preservation Foundation and Committee members to serve as ambassadors for the Foundation.
- Recruit, train, and engage 3 to 5 new board or committee members to help raise awareness of the Preservation Foundation and secure financial support.
- Working with Foundation leadership, create a plan to manage changes in membership and leadership as board terms expire.