

LIBERTYVILLE FOUNDATION

Friday, December 18, 2020

9:30am

Virtual Meeting

Please join my meeting from your computer, tablet or smartphone.

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United States: +1 (408) 650-3123

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AGENDA

1. Roll Call
2. Ratification of Appointment of New Directors
3. Minutes of the December 20, 2019 Libertyville Foundation Meeting
4. Election of Officers
5. Review Fundraising Activities and Financial Report
 - a. Credit Card Donations
6. Old Business
7. New Business
 - a. Proposed Fundraising Activities - 2021
8. Other Items
9. Adjournment

DRAFT

**Village of Libertyville Foundation
Meeting Minutes**

December 20, 2019

In Attendance: Howard Lang, President; Pat Carey, Director; and Scott Adams, Director

Others in Attendance: Kelly Amidei, Village Administrator, Nicholas Mostardo, Finance Director; and Ashley Engelmann, Deputy Village Administrator

Call to Order

The meeting of the Village of Libertyville Foundation was called to order at 9:00 a.m. by President Lang.

Approve Minutes of December 31, 2018

Director Adams moved and Director Carey seconded to approve the minutes of the December 31, 2018 meeting. The motion was approved by a 3-0 vote.

Election of Officers

The Foundation conducted the annual election of officers. Howard Lang was elected President, Scott Adams was elected Vice President and Pat Carey was elected Secretary/Treasurer.

Review of Activities and Financial Report

Mr. Mostardo reviewed the financial statement that was prepared for the Foundation assets. It was noted that during 2019 there was a lot of activity for the 4th of July fireworks campaign. As of November 30, 2019, there is \$5,495.26 in the Foundation's account.

Mr. Mostardo asked the Foundation if they were interested in utilizing Kakenmaster & Associates to prepare the tax return for the entity as they had done last year. The group was in agreement that they should be used again.

Staff was asked to explain the bench and paver program. Ms. Amidei and Ms. Engelmann detailed the framework of the program. A discussion ensued with the Board expressing interest in continuing the program.

Old Business

Mr. Mostardo reported that the Finance Department is working to implement credit card processing over the internet for Libertyville Foundation donations. Once in place, the system will allow residents paying their utility bill online to add additional monies to support the Foundation.

New Business

RESOLUTION NO. 19-R-001: A Resolution Amending the Corporation Bylaws

Mr. Mostardo presented a resolution amending the Foundation's bylaws. The resolution increases the number of Foundation directors from three to five, changes the date of the annual Foundation meeting, eliminates the compensation clause of the bylaws, and cleans up general formatting errors in the existing bylaw document.

Director Carey moved to approve the resolution amending the Foundation's bylaws. Director Adams seconded. President Lang asked for further Board or public comment and there was none. The motion carried on roll call vote as follows:

AYES: President Lang, Directors Adams and Carey

NAYS: None

President Lang inquired as to the feasibility of expanding the Village's pickleball amenities. Additionally, President Lang suggested that staff pursue fundraising opportunities that involving a historical volume written by resident Jim Moran. Ms. Amidei replied by stating that she will work the Historical Society to determine if it has any interest in partnering with the Foundation for such an initiative.

The Board also requested that staff explore opportunities to participate in a celebration for the Village with a year 2020 theme. Director Adams mentioned that donations could be collected during the Fine Arts Festival.

The Board agreed to send fundraising ideas to Mr. Mostardo throughout the year.

Other Items

None

Adjournment

With no further business to come before Board, Director Adams moved to adjourn at 9:30 a.m., and Director Carey seconded. The motion carried on a unanimous voice vote.

Libertyville Foundation

Updated 12/8/2020

Check #	Name	Description	Revenue	Expense	Balance
1/2/2007	1006	Economy Iron		2,758.00	5,588.18
1/9/2007		JoAnn Eckmann	250.00		5,838.18
1/10/2007	1007	Economy Iron		2,757.00	3,081.18
5/1/2007		Peter & Nikki Kuhn	307.00		3,388.18
5/22/2007	1008	Illinois Charity Bureau		15.00	3,373.18
6/14/2007	1009	Bronze Memorial Company		317.00	3,056.18
6/21/2007	1010	HTS Consultants		960.00	2,096.18
2007 totals			<u>557.00</u>	<u>6,807.00</u>	
5/5/2008	1011	void			2,096.18
5/7/2008	1012	Kakenmaster & Associates		125.00	1,971.18
10/15/2008		C. Cotter	200.00		2,171.18
2008 Totals			<u>200.00</u>	<u>125.00</u>	
5/1/2009	1013	Kakenmaster & Associates		125.00	2,046.18
11/6/2009	1014	Bronze Memorial		228.76	1,817.42
11/6/2009		George Gillespie	553.76		2,371.18
11/20/2009	1015	Mike Greco Landscaping		275.00	2,096.18
2009 Totals			<u>553.76</u>	<u>628.76</u>	
1/5/2010		Terry Wepler	158.52		2,254.70
4/15/2010	1016	Kakenmaster & Associates		125.00	2,129.70
6/20/2010		Donation Coursey	2,790.00		4,919.70
8/1/2010	1017	Landscapeforms		2,790.00	2,129.70
8/17/2010		Donation Gillespie	2,790.00		4,919.70
	1018	Landscapeforms		2,790.00	2,129.70
2010 Total			<u>5,738.52</u>	<u>5,705.00</u>	
1/13/2011		Donation-Estate Dean Larson	5,000.00		7,129.70
6/10/2011	1019	Kakenmaster & Associates		125.00	7,004.70
9/15/2011	1020	John Deere		698.58	6,306.12
9/15/2011		Rotary Donation	698.58		7,004.70
2011 Total			<u>5,698.58</u>	<u>823.58</u>	
5/10/2012	1021	Kakenmaster & Associates		125.00	6,879.70
9/21/2012	1022	Village of Libertyville		3,000.00	3,879.70
2012 Total			<u>0.00</u>	<u>3,125.00</u>	
5/5/2013	1023	Kakenmaster & Associates		125.00	3,754.70
5/10/2013		Cynthia & John Stewart	270.00		4,024.70
5/10/2013		Rober & Susan Smith	400.00		4,424.70
7/3/2013	1024	Mike Greco Landscape		325.00	4,099.70
		L Nafziger-Gustafson memorial donation	3,410.00		7,509.70
10/1/2013	1025	Landscapeforms		3,310.00	4,199.70
10/17/2013	1026	Bronze memorial		232.29	3,967.41
2013 Total			<u>4,080.00</u>	<u>3,992.29</u>	
1/8/2014		J. Jorgenson	50.00		4,017.41
5/20/2014	1027	Kakenmaster & Associates		125.00	3,892.41
5/17/2014		Zachary & Brooke Adams	2,280.00		6,172.41
5/17/2014	1028	NuToys		1,957.00	4,215.41
8/4/2014	1029	T & T Reproduction		100.00	4,115.41
8/4/2014	1030	Village of Libertyville		323.00	3,792.41
8/4/2014		George Gillespie	442.50		4,234.91
9/4/2014	1031	TGF		442.50	3,792.41
2014 Total			<u>2,772.50</u>	<u>2,947.50</u>	
4/10/2015		Raffle Revenue	255.00		4,047.41
4/30/2015	1032	T & T Reproduction		118.00	3,929.41
5/15/2015	1033	Kakenmaster		125.00	3,804.41
6/18/2015		Donation-Mile of Cars	400.00		4,204.41
11/2/2015		Donation-Linda Hiratsuka Estate	3,410.00		7,614.41
2015 Total			<u>4,065.00</u>	<u>243.00</u>	

Libertyville Foundation

Updated 12/8/2020

Check #	Name	Description	Revenue	Expense	Balance	
1/20/2016	1034	Landscape Forms		3,310.00	4,304.41	
3/29/2016		Donation -Skeens	668.90		4,973.31	Sue Ellen Skeens
3/31/2016		Donation -Skeens	3,360.00		8,333.31	615 Bridle Ct, Libertyville
3/23/2016	1035	Kakenmaster & Associates		150.00	8,183.31	
5/19/2016	1036	Landscape Forms		3,310.00	4,873.31	
	1037	VOID			4,873.31	
5/19/2016	1038	Arthur Weiler Inc.		360.00	4,513.31	
6/30/2016		Donation - Bank Financial	200.00		4,713.31	Ruth Quijada (Libertyville branch)
8/29/2016	1039	Bronze Memorial Co.		245.80	4,467.51	
2016 Total			<u>4,228.90</u>	<u>7,375.80</u>		
3/27/2017		Donation - Linda Flayter	718.90		5,186.41	1138 St. William Dr., Libertyville
3/28/2017	1040	Kakenmaster & Associates		150.00	5,036.41	
5/19/2017	1041	Arthur Weiler Inc.		410.00	4,626.41	
	1042	VOID				
7/26/2017	1043	Bronze Memorial Company		253.65	4,372.76	
2017 Total			<u>718.90</u>	<u>813.65</u>		
2/28/2018		Donation - Wittenberger	1,355.00		5,727.76	
4/2/2018		Donation - Discontinuum Disc Golf Club	1,375.00		7,102.76	
4/17/2018	1044	Innova Disc Golf		1,375.00	5,727.76	
4/17/2018	1045	NuToys Leisure Products		1,355.00	4,372.76	
4/17/2018	1046	Kakenmaster & Assoc.		150.00	4,222.76	4222.76
9/6/2018		Donation - McFeggan	25.00		4,247.76	350.00
9/6/2018		Donation - Franks	100.00		4,347.76	-34.5
9/6/2018		Donation - Diedrich	50.00		4,397.76	4538.26
9/6/2018		Donation - Day	30.00		4,427.76	
9/10/2018		Donation Returned Check - Day		30.00	4,397.76	
9/10/2018		Returned check charge		4.50	4,393.26	
9/6/2018		Donation - King	50.00		4,443.26	
9/6/2018		Donation - Palandri	25.00		4,468.26	
9/6/2018		Donation - Cook	40.00		4,508.26	
9/27/2018		Donation - Cook	30.00		4,538.26	
10/19/2018		Donation - Bernard	3,325.00		7,863.26	
11/28/2018		Bank Check		147.00	7,716.26	
12/17/2018	1047	Laura Dodge Tree		320.00	7,396.26	
2018 Total			<u>6,405.00</u>	<u>3,381.50</u>		
1/24/2019	1048	Laura Dodge Bench		3,225.00	4,171.26	
2/19/2019	1049	Kakenmaster & Associates		175.00	3,996.26	
4/2/2019	1050	TinyCore Pictures		275.00	3,721.26	
5/3/2019		Fireworks Campaign	5.00		3,726.26	
5/6/2019		Donation - Cheng	2,116.00		5,842.26	
5/7/2019		Fireworks Campaign	295.00		6,137.26	
5/10/2019		Fireworks Campaign	475.00		6,612.26	
5/13/2019		Fireworks Campaign	160.00		6,772.26	
5/14/2019	1051	Donation - Cheng		9.00	6,763.26	
5/15/2019		Fireworks Campaign	255.00		7,018.26	
5/17/2019		Fireworks Campaign	40.00		7,058.26	
5/24/2019		Fireworks Campaign	470.00		7,528.26	
6/3/2019	1052	Impressions in Stone		40.00	7,488.26	
6/5/2019		Fireworks Campaign	205.00		7,693.26	
6/6/2019		Fireworks Campaign	140.00		7,833.26	
6/10/2019		Fireworks Campaign	365.00		8,198.26	
6/13/2019		Fireworks Campaign	145.00		8,343.26	
6/18/2019		Fireworks Campaign	225.00		8,568.26	
6/25/2019		Fireworks Campaign	230.00		8,798.26	
7/1/2019		Fireworks Campaign	175.00		8,973.26	
7/5/2019		Fireworks Campaign	100.00		9,073.26	
7/5/2019	1053	NuToys		2,067.00	7,006.26	
8/7/2019	1054	Krueger Pyrotechnics		1,500.00	5,506.26	
10/4/2019	1056	Village of Libertyville		11.00	5,495.26	
12/17/2019		W. R. Johnson Foundation	3,000.00		8,495.26	
2019 Total			<u>8,401.00</u>	<u>7,302.00</u>		
2/18/2019	1057	Kakenmaster & Associates		175.00	8,320.26	
3/5/2020		Invoice Cloud	15.00		8,335.26	
3/9/2020		Invoice Cloud		15.00	8,320.26	
3/24/2020		Invoice Cloud	13.25		8,333.51	
4/6/2020		Invoice Cloud	33.32		8,366.83	
4/15/2020		Invoice Cloud	14.77		8,381.60	

Libertyville Foundation

Updated 12/8/2020

Check #	Name	Description	Revenue	Expense	Balance
4/17/2020	Invoice Cloud	Aggregated Donations	11.53		8,393.13
4/20/2020	Invoice Cloud	Credit Card Fees		10.39	8,382.74
4/24/2020	Invoice Cloud	Aggregated Donations	12.89		8,395.63
4/24/2020	1058 Hestia Creations	Cook House Ornaments		325.00	8,070.63
5/5/2020	Invoice Cloud	Aggregated Donations	14.13		8,084.76
5/6/2020	Invoice Cloud	Aggregated Donations	11.96		8,096.72
5/8/2020	Invoice Cloud	Aggregated Donations	14.21		8,110.93
5/15/2020	Patrick Carey	Donation	2,048.00		10,158.93
5/15/2020	Invoice Cloud	Credit Card Fees		10.17	10,148.76
5/20/2020	Invoice Cloud	Aggregated Donations	13.72		10,162.48
5/21/2020	Invoice Cloud	Aggregated Donations	10.48		10,172.96
5/27/2020	Invoice Cloud	Aggregated Donations	10.69		10,183.65
6/2/2020	Don Hamil (Towing)	Donation - Police	1,000.00		11,183.65
6/3/2020	Invoice Cloud	Aggregated Donations	30.45		11,214.10
6/5/2020	Invoice Cloud	Aggregated Donations	13.25		11,227.35
6/5/2020	Invoice Cloud	Credit Card Fees		10.44	11,216.91
6/12/2020	Invoice Cloud	Aggregated Donations	10.08		11,226.99
6/24/2020	Invoice Cloud	Aggregated Donations	11.44		11,238.43
7/10/2020	Invoice Cloud	Aggregated Donations	13.78		11,252.21
7/15/2020	Christine H. Kulagowski	Donation - Sports Complex	202.00		11,454.21
7/20/2020	Invoice Cloud	Aggregated Donations	12.94		11,467.15
7/20/2020	Invoice Cloud	Credit Card Fees		10.08	11,457.07
7/29/2020	Invoice Cloud	Aggregated Donations	11.59		11,468.66
8/4/2020	Invoice Cloud	Aggregated Donations	18.78		11,487.44
8/5/2020	Invoice Cloud	Credit Card Fees		10.19	11,477.25
8/10/2020	Invoice Cloud	Aggregated Donations	11.16		11,488.41
8/17/2020	Invoice Cloud	Aggregated Donations	12.94		11,501.35
8/21/2020	Invoice Cloud	Aggregated Donations	10.04		11,511.39
8/28/2020	Invoice Cloud	Credit Card Fees		10.12	11,501.27
8/28/2020	Village of Libertyville	Donation - Sports Complex		202.00	11,299.27
8/31/2020	Invoice Cloud	Aggregated Donations	10.60		11,309.87
9/1/2020	1059 Hestia Creations	Cook House Ornaments		17.11	11,292.76
9/2/2020	Invoice Cloud	Aggregated Donations	12.83		11,305.59
9/9/2020	Invoice Cloud	Aggregated Donations	10.84		11,316.43
9/16/2020	Invoice Cloud	Aggregated Donations	12.67		11,329.10
9/21/2020	Invoice Cloud	Aggregated Donations	13.79		11,342.89
9/22/2020	Invoice Cloud	Credit Card Fees		10.36	11,332.53
9/25/2020	Maureen Sullivan	Donation - Park Bench	3,955.00		15,287.53
10/1/2020	Invoice Cloud	Aggregated Donations	10.49		15,298.02
10/7/2020	Invoice Cloud	Aggregated Donations	15.59		15,313.61
10/14/2020	Invoice Cloud	Aggregated Donations	10.31		15,323.92
10/21/2020	Invoice Cloud	Aggregated Donations	10.12		15,334.04
10/21/2020	Invoice Cloud	Credit Card Fees		10.15	15,323.89
10/27/2020	Invoice Cloud	Aggregated Donations	15.76		15,339.65
11/3/2020	Invoice Cloud	Aggregated Donations	10.37		15,350.02
11/4/2020	Invoice Cloud	Aggregated Donations	11.31		15,361.33
11/5/2020	Invoice Cloud	Credit Card Fees		10.24	15,351.09
11/16/2020	Invoice Cloud	Aggregated Donations	10.50		15,361.59
11/23/2020	Invoice Cloud	Aggregated Donations	10.35		15,371.94

2020 Total

7,702.93 826.25

Total since Inception of Foundation

70,622.09 55,250.15 15,371.94