

**Vermilion County Conservation District  
Headquarters: Kennekuk County Park  
Danville, IL**

**RECORD OF PROCEEDINGS  
REGULAR MONTHLY MEETING OF THE  
BOARD OF TRUSTEES**

**Wednesday, August 15, 2012  
4:30 p.m.  
White Oak Nature Center  
Kennekuk County Park  
Danville, IL**

President Little called the August Regular Meeting of the Vermilion County Conservation District Board of Trustees to order at 4:30 p.m. and opened the meeting with the Pledge of Allegiance to the American Flag.

Roll call showed the following.

Trustees Present: Nikki A. Bogart  
Ken E. Green  
Brett K. Little

Trustee(s) Absent: Dan L. Danner  
B. Dirk Porter

Also in attendance were Ken Konsis, Executive Director; Amy Steeples, Recording Secretary; and Karen Crowder of Crowder CPA's Ltd.

Staff members present included Kim Fox, Lorna Konsis, Ken Kuntz, Charlie Rhoden, and Gary Wilford.

First order of business, agenda item number four, was the Adoption of, or Amendments to the Agenda.

*Trustee Bogart moved to approve the agenda as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.*

Agenda item number five was the Approval of the Minutes from the July 18, 2012, Regular Meeting. President Little asked for any corrections to the minutes.

*Trustee Bogart moved to approve the July 18, 2012, Regular Meeting Minutes as presented. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.*

Agenda item number five a. was the Approval of the Minutes from the August 2, 2012, Special Meeting. President Little asked for any corrections to the minutes.

*Trustee Green moved to approve the Minutes from the August 2, 2012 Special Meeting as presented.*

Trustee Bogart noted on page three, third paragraph the sentence needed the word, "were" added after the word "there".

Trustee Green withdrew his previous motion.

*Trustee Green moved to approve the August 2, 2012, Special Meeting Minutes as amended. This was followed by a second from Trustee Bogart. All in favor by acclamation, motion carried.*

Item number six, Audience Comments. There were none.

Agenda item number seven, the Treasurer's Report.

Vice President Little asked if there were any comments or questions on items seven a. – seven d. There were none.

Agenda item seven e. Vice President Little asked Executive Director Konsis to give the Report on Cash and Investments.

Executive Director Konsis reported that the current balance in the checking account at First Midwest Bank, Danville is \$10,500.00. Illinois Funds Investment Pool balance is \$11,400.00. The Illinois Funds Prime account remained at \$5,100.00. The Hoopeston Money Market balance is \$23,700.00. The Preferred Checking Account (Hegeler account), has a remaining balance of \$2,010.00. The Money Market Passbook account at Central Illinois Bank remained at \$10,800.00. The Health Insurance Reimbursement Account at First Midwest Bank of Danville has a balance of \$7,800.00.

The Wheeler Foundation Accounts Receivable stands at \$4,450.00.

The grand total of cash and investments as of August 15, 2012, is \$78,460.00, which compares to \$168,250.00, at the same time last year.

The DCEO Grant is listed on the report separately as a NOW account at the First Savings Bank currently earning .25%. The current balance is \$250,000.00.

He asked if there were any questions from the Trustees. There were none.

*Trustee Bogart moved to approve the Current List of Bills from July 2012, in the amount of \$11,702.03 which included check #'s 30703 – 30732; the Manual Checks for July 2012 in the amount of \$34,979.75, which included check #'s 30589 – 30616 and #'s 30664 - 30692; the General Journal Entries for July 31, 2012; the July 2012 Budget Report and the*

*August 15, 2012 Report on Cash and Investments. This was followed by a second from Trustee Green.*

President Little requested a roll call voice vote. The results:

Trustee Bogart	-	yes
Trustee Green	-	yes
President Little	-	yes

The vote was 3–0. Treasurer’s Report, items seven: a – e were approved. Motion carried.

Agenda item number eight, Specific Items of Business to be Transacted.

Item eight a: Presentation of Audit Report for Fiscal Year 2011-2012. President Little recognized Karen Crowder, of Crowder CPA’s Ltd.

Each Trustee was given a copy of the V.C.C.D. Annual Financial Report for the fiscal year ended March 31, 2012. Karen explained that the District had an unqualified report or in other words, the best audit. She would like to thank Kim Fox, Financial Secretary, and Lorna Konsis, Inventory Control, for their efforts in keeping the District accountable and the courtesy and cooperation shown to her staff during the audit.

Karen explained the attached letters to the Board of Trustees and Management of the V.C.C.D. She went on through the audit touching on the significant reports, statements, and notes.

Pages three through nine contain management’s discussion and analysis of the District’s financial activities for the fiscal year ended March 31, 2012. This clarifies the financial statements included in the annual report.

Pages twelve through seventeen are fund financial statements regarding expenditures, revenues, assets and liabilities.

Pages eighteen through twenty-nine are notes to the financial statements.

Trustee Bogart commended Kim on her expertise in the management discussion and analysis portion of the audit.

Trustee Bogart noted that the budget reflected a deficit, and was very concerned about this. She asked Karen for her opinion regarding the financial status of the District.

Karen responded that the District does well with the funding they receive, and it is of concern that the cost of running the District rises yet the tax revenues have decreased slightly (due to declining EAV) as well as other income sources.

Trustee Bogart stated this needs to be addressed. To her, a budget number is the estimated maximum amount to be spent not to be exceeded. Karen was asked if she thought the District needed a guidance policy regarding this issue. After extensive

discussion, it was decided that Trustee Bogart would meet with Executive Director Konsis and Kim for further orientation regarding the reports the Trustees receive.

Karen offered to meet with them.

President Little proposed that as a Board, that they come up with a system of safeguards or checkpoints so that they are more aware of expenditures in regard to the budget. Trustee Bogart is in agreement.

Executive Director Konsis stated that there is an analysis report that he does monthly after the audit is complete. The Trustees will receive a copy next month. He also responded that many times there are unforeseen expenses that cannot be budgeted, as well as several capital improvement projects that are postponed due to lack of funds.

Kim Fox explained that the current Trial Balance Report the Trustees have, does not reflect the current budget figures. It will not until the audit is approved.

President Little thanked Karen for her report and asked for a motion to approve the audit report.

*Trustee Green moved to approve the Annual Financial Report for the fiscal year ended March 31, 2012. This was followed by a second from Trustee Bogart.*

President Little requested a roll call voice vote. The results:

Trustee Green	-	yes
Trustee Bogart	-	yes
President Little	-	yes

The vote was 3–0. Annual Financial Report for fiscal year ended March 31, 2012 approved. Motion carried.

Item eight b; Newsletter presentation was given by Lorna Konsis. Lorna gave each Trustee a copy of the last issue of *The Conservationist*. The cost of the quarterly newsletter was of concern to the Board, so an analysis of newsletter expenses was done. She reported that it costs almost \$10,000/year to send out the newsletter. The issues vary in content from 16 to 24 pages. There are some online subscriptions, but most of the 3,000 sent are physically mailed.

Executive Director Konsis, Gary Wilford, and she met to discuss options. To trim costs, a decision was made to eliminate the winter issue as a mailing and publish it only online; keep all three remaining issues to 16 pages. This will amount to a savings of \$3,500 per year.

Executive Director Konsis asked the Board what they thought about offering paid advertisements. The Trustees are not opposed to that idea, but as a government agency is the District allowed to accept advertisements? Executive Director Konsis will check.

The Trustees thanked Lorna for her report.

Item eight c; Review/Release Executive Session Minutes From January 2012. The Trustees reviewed the January 2012 Executive Session Minutes.

*Trustee Green moved to release the Executive Session Minutes from January 2012. There was no second, motion failed.*

*Trustee Bogart moved to review the Executive Session Minutes from January 2012 in six months. This was followed by a second from Trustee Green. All in favor by acclamation, motion carried.*

Agenda item number nine was Representative Reports.

Agenda item nine a: In the absence of Associate Director Pasquale, Executive Director Konsis reported that the annual IACD meeting will be held in McHenry County on August 24-25. He and Associate Director Pasquale will be attending. Trustee Green stated that he will be present as well.

This concluded the IACD Report.

Agenda item nine b; V.C.C.D. Foundation report was given by Executive Director Konsis. The Cheeseburgers and Fun event attendance was estimated to be 7,000 people and all food vendors sold out and sent out for more supplies. There were 319 registered cars and tractors plus another 80+ unregistered vehicles. This was a record! There was one cruise-in which was to the Veteran's Administration Hospital, where many residents came out to view the parade and speak to the drivers. The event was covered by three television stations. There were three live bands.

Executive Director Konsis listed the revenues totaling \$16,300; expenses totaled \$11,050. The preliminary report shows a net profit of \$5,250.

The next V.C.C.D. F. meeting is Friday, October 12, 9 a.m., Zack Hickman Room.

This concluded the report regarding the V.C.C.D. Foundation.

Agenda item nine c: Executive Director Konsis gave the IAPD Report. The 6<sup>th</sup> Annual Best of the Best Awards Gala is scheduled for Friday, September 28, at the Wheeling Park District. This is a fundraiser for "Friends of Illinois Parks".

Agenda item ten: There was no executive session.

Agenda item eleven: There were no amendments to the agenda.

Agenda item twelve a; Report From the Education Supervisor. Gary Wilford began by listing all the summer programs the V.C.C.D. offered this year. The education staff reports reaching 679 kids and adults, which is 100 over 2011.

At this point, letters to 4<sup>th</sup> & 5<sup>th</sup> grade teachers are going out for Outdoor School class scheduling. The staff also offers Day Visits to all ages and grades, Vermilion County and beyond. Trail maintenance is ongoing.

Gary invited all the Trustees to come to any program, Day Visit, or Outdoor School session at any time. The staff would be happy to have them sit in. Call Amy Steeples for scheduling information.

This concluded the Education Supervisor's Report.

There were no questions, and President Little thanked Gary.

Agenda item thirteen a; Report from the Associate Director. In the absence of Associate Director Jamie Pasquale, Executive Director Konsis gave the report. The gas sales at Lake Vermilion started back up on Monday, August 13. Residents are happy.

President Little asked about the floats used to hold up the gasoline line at the Lake Vermilion boat dock. The Executive Director said that it was permanent, at least for now. President Little wondered about the ice in winter. The Executive Director answered that is why they used the floats.

Trustee Green was concerned about all of the driftwood that gathers there. He wondered if that would damage the line. The Executive Director answered that a fence barrier could be installed to protect the line.

This concluded the Associate Director's Report.

Agenda item fourteen; Report of Executive Director. A pre-bid education center construction meeting will be held Thursday, August 16, 10 a.m. in the White Oak Nature Center. Trustees are not required to attend. There are eight potential bidders. The Danville and Hoopston Rotary Clubs have teamed-up and offered to raise funds for the Kennekuk classroom furniture and equipment. A graduate student from the University of Illinois is using a grant to set up a solar watering system and requests the education center as the prototype site. This system will save many hours of labor watering plants, plus use water from the roof. Our facility would be the first to showcase this innovative system. The Wheeler Foundation Nature Trail dedication was cancelled and not rescheduled at this time.

The National Walnut Council Meeting was a success even with a smaller than normal turnout. District staff and volunteers were praised.

Kennekuk Laury Barn area will be the site for the 2012 Farm City event. The theme is to showcase our conservation education programs, especially the District's Outdoor School. Gary Wilford and Lara Darling will give presentations, the V.C.C.D. Foundation will cook out and receive the proceeds from the \$10 ticket. The B.H.H.A. buildings will be open, street car rides to the education site will be offered, and local vendors will sell local commodities. The District will sell herbs, maple syrup, and shiitake mushrooms. The event start time is 5:30 p.m.

Upcoming events include: Natural Fibers Dye Demonstrations at the Cabin, Forest Glen on Sat., Sept. 8; Pioneer Craft Day, Homestead Cabin area, Forest Glen is Sept. 16; and Civil War Days at Kennekuk, Sept. 22-23.

The next meeting is Wednesday, September 19, 2012, 4:30 p.m. in the Zack Hickman Room, Kennekuk County Park. Agenda items include farm lease bids and the tax levy.

Agenda item fifteen: President's and Trustee's Comments.

Trustee Green noted that Gary Wilford and Lara Darling's presentations were very well received at the picnic. They answered many questions and he thanked them again for coming.

Trustee Bogart thanked Karen Crowder for presenting the audit and answering their questions, and also Kim Fox, Lorna Konsis and District Staff for their efforts with the finances. Also, thank you for having the Cheeseburger and Fun event.

President Little concurred, the Cheeseburger and Fun event was great. He heard nothing negative about it. While attending, he noticed that the age of attendees was an older crowd. Perhaps consider offering something for kids next year.

Executive Director Konsis reminded those present of the education center bid opening on Wednesday, August 22, 2:00 p.m. in the Zack Hickman Room, Kennekuk County Park.

With no further discussion, and all business transacted, *Trustee Green moved to adjourn the meeting at 6:01 p.m. This was followed by a second from Trustee Bogart. Meeting adjourned.*

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Nikki A. Bogart  
Secretary/Treasurer  
V.C.C.D. Board of Trustees