

## Board Meeting - Interim (Thursday, October 3, 2024)

Online - Zoom

### Board Meeting Opening Items

**Call to Order** | The meeting was called to order by President Mitchell at 2:03 p.m.

**Present** | Officers: Tamara L. Mitchell, President; Edward J. Brophy, President Elect; Seth Chapman, Treasurer; David Bein, Immediate Past President; 2022-2025 Directors: Alicia M. Cieszykowski, Kevin T. Werner; 2023-2026 Director: Frank Williams; 2024-2027 Directors: John N. Benedetti, Cindy J. Dykas, Jennifer A. Porter; Illinois ASBO: Kristopher P. Monn, Executive Director/CEO; Carla D. Paschal, Chief Financial Officer; Rebecca Anderson, Online Learning & IT Manager; Oonagh Barrow, Meetings & Professional Development Manager; Jennifer Corbin, Sr. Manager of Professional Development; Stacia Freeman, Sr. Manager of Branding & Communications; Michael Van De Voort, Director of Marketing; Julie A. Warner, Sr. Administrative Director for Board Relations; **Absent** | 2022-2025 Director: Melissa L. Morgese, 2023-2026 Directors: Tony Inglese, Angie Smith, Liaisons: Jillian Scholl, SAAC Chair, Byron Given, SAAC Vice Chair; Illinois ASBO: Craig T. Collins, Statewide Professional Development Coord.

### Action Items

**Action Items** | There were no action items for discussion/approval.

### Leadership Team Reports

**Director of Marketing** | 1) *Update*: Distribution of Fall Update magazine; FY26 Update covers created and ready for approval at the next EAB meeting; 2) *The Journal of School Business Management*: Article deadline is next week; 3) *Higher Logic*: Hot topics listing prepared for 3/4/2024 PDC Networking Meeting; website redesign; peer2peer survey to be done to increase engagement; reestablishing communities and email benchmarks with Higher Logic; 4) *2025 Annual Conference*: Website has been transitioned to upcoming conference; 11/1 Service Associate registration opens and 12/2 School District registration opens; discussions on 75th anniversary marketing; working on signage; 5) *Professional Development*: ISDLAF+ sessions held in the Naperville and Cook County areas will now be combined when marketed; 6) *Sponsorships*: A follow-up email is sent to sponsors from Executive Director/CEO Monn after each sponsored event; sponsorships for following year are marketed shortly after event takes place; 7) *Foundation*: Marketing has begun for grant and award applications with a 10/15 deadline date; 8) *Illinois ASBO Board Nominating & Selection Committee*: Email for interest to serve on the committee was sent to leadership groups; both the Board and SAAC application emails were sent on 10/1; 9) Sessions to learn more about NIU's Ed.D. program via Zoom are scheduled for 10/10, 10/22 and 11/7/2024 from 12 noon to 1 p.m.; Executive Director/CEO Monn asked Director of Marketing Van De Voort to send dates and times to President Mitchell and him so she can invite her cohort to attend to provide testimonials; 10) Membership remains stable for both school district and Service Associate members; geographical data will be provided at the November board meeting; currently revamping the Service Associate Roadmap to Success to digital format to be housed on the website; Welcome Webinar is scheduled to be held on 11/8.

**Chief Financial Officer** | 1) First draft of the audit reviewed; final audit presentation at the November board meeting; 2) Check review process change with Executive Director/CEO and Treasurer; 3) reported on the standard operating reserves for not-for-profits inquiry from September board meeting; 4) *Good School Maintenance Book*: Issues encountered with the book Status update of the book was provided and , soon to be available for purchase in Illinois ASBO's online store and the plan to update the publication over the next year; 5) FY 2024 and 2025 Sponsorship comparisons to date and expectations to exceed last year's; 6) *SBM*: Invoicing completed; doing payment follow-ups; 7) *2025 Annual Conference*: Planning is well underway; deadlines moved up; Mardi Gras will be the Marketplace Solutions theme; games, soft seating, tables and charging station will be in the Illinois ASBO booth, and theme will also be incorporated; sponsorship opportunities are filling up; contracting phase for band; secured photographer; new conference app to be used--Mosaic; Illinois ASBO Golf Outing discussions are underway; 8) Professional Development: Reported on professional development attendance at seminars and day conferences; 10/4/2024 Professional Development Meeting has 180 registered; 9) registration is at 648 people for the 11/23/2024 Joint Conference Hospitality.

**Executive Director/CEO** | 1) *Illinois ASBO Golf Outing*: Informed SAAC of the elimination of first right of refusal for sponsorships; 2) Vision 2030 continues to move forward and will be presented at the Joint Annual Conference in November; 3) *Presidents' Gala*: After discussion of the 2025 location, it was the consensus of the board to hold the 2025 Presidents' Gala at Meson Sabika in Naperville; 4) *The Journal of School Business Management*: Discussion about the future of the journal was held and suggestions made were: create an online research area on the website, not in journal format, where dissertations can be added; create a research section in the Update; possibly partner with ASBO International; future discussions to be held prior to the contract renewal with Naylor in the spring; 5) we will be rescheduling the 3/7 Interim Board Meeting due to the ASBO International Leadership Forum.

### Board & SAAC Strategic Goals

**Board & SAAC Strategic Goals** | The Board & SAAC Strategic Goals were briefly reviewed. A first draft of the recruitment procedure for the Update publication will be sent to the board before the end of the month and time to be scheduled in November to work on the new membership category that will create an honorary level of distinction for former Illinois ASBO Directors.

### Executive Committee Reports

**President** | 1) Seven applications to serve on the Illinois ASBO Nominating & Selection Committee have been received; 2) The

hotel room rate for ASBO International's Leadership Forum has been extended through 3/9, for those wishing to extend their stay.

**Treasurer** | 1) Thanked Chief Financial Officer Paschal for the change to the check review process.

**Immediate Past President** | 1) One application to serve on the board has been received.

### **Board Member Q & A**

**Policy Review** | The review process for the upcoming 9000 Review Policy was explained.

**South/Central/West PDC** | How the South/Central/West PDC was developed and how it functions as a PDC was explained.

### **Other Items**

**Other Items** | There were no other items discussed.

### **Closed Session**

**Closed Session** | The board went into a Closed Session.

### **Adjournment**

**Motion to Adjourn** | A motion was made to adjourn the meeting at 3:11 p.m.  
Motion by David Bein, second by Alicia Cieszykowski. Final Resolution: Motion Carries

### **Signatures**

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President | Tamara L. Mitchell

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Executive Director/CEO | Kristopher P. Monn