



**REGULAR BOARD MEETING MINUTES
September 16, 2024**

The Regular Board Meeting was held on Monday, September 16, 2024, at the Township of Lyons, 6404 Joliet Road, Countryside, Illinois, 60525. The meeting was called to order at 6:00 p.m. by President Hoffenberg.

President Hoffenberg asked for the Roll Call.

Commissioner(s) Present: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Hon Russell W. Hartigan, Al Dorobiala, William Seith, Steve Palmer, and Barbara Minneci.

Commissioner(s) on Phone: N/A

Commissioner(s) Absent: N/A

Staff Present: Jazmin Lopez, Executive Director, and Mariam Ahmad, Executive Administrator.

Agency Director(s) Present: Bill Dwyer, President & CEO, Helping Hand; and Diane Farina White, President & CEO, Community Support Services.

Guest(s) Present: Brian Miller, Attorney, Del Galdo Law Group, LLC; Melissa MacKay, Vice President of School Services, Helping Hand; Dr. Sara Svetich, Helping Hand; and Lou Gale.

AMENDMENTS/APPROVAL OF AGENDA:

A **MOTION** was made by Dorbiala and seconded by Clemons to approve the agenda as presented. Ayes: Unanimous. Nays: None. Hearing no Nays, the Agenda was approved.

REVIEW/APPROVAL OF MINUTES:

The Minutes of the Regular Board Meeting held on June 17, 2024, were reviewed. A **MOTION** was made by Dorbiala and seconded by Hartigan to approve the Minutes of June 17, 2024. Ayes: Unanimous. Nays: None. Abstain: Steve Palmer. Hearing no Nays, the Minutes were approved.

PRESENTATION BY HELPING HAND

Dr. Svetich gave a wonderful and informative presentations on Intellectual/Developmental Disabilities.

EXECUTIVE DIRECTOR'S REPORT:

Jazmin presented the FY2024 Impact Report, which includes the residents serviced and hours of service provided by our 8 funded agencies during July 1, 2023, through June 30, 2024. A total of 8,962 residents were serviced and 189,452 hours of service were provided under 22 programs.

Jazmin also reported that the following 2019 Needs: Assessment goals were completed:

- Increase communication on what the Commission does and services/programs available to residents
- Communicate information in Spanish, Arabic, and Polish
- Increase presence on social media, community, and schools
- Direct community members to website for information and resources
- Communicate with key informants (schools, police, libraries, and park districts)
- Increase number of prevention programs available
- Increase availability of services for youth

Our FY2024 Audit was completed and our auditors at Miller Cooper & Co., Ltd. found that the financial statements present fairly in all material respects. They will present at next month's Regular Board Meeting.

OLD BUSINESS:

NONE

NEW BUSINESS:

Approval of the Funding Guidelines

A **MOTION** was made by Hartigan and seconded by Minneci, to approve Funding Guidelines. Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Russell Hartigan, William Seith, Al Dorobiala, Steve Palmer, and Barbara Minneci. Ayes: Unanimous. Nays: None. Motion Carried.

Approval of Sustainability Grant Application from Aging Care Connections

A **MOTION** was made by Minneci and seconded by Dorobiala, to approve Sustainability Grant Application from Aging Care Connections. Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Russell Hartigan, William Seith, Al Dorobiala, Steve Palmer, and Barbara Minneci. Ayes: Unanimous. Nays: None. Motion Carried.

Approval of The Sponsorship of Justice Girls Scouts, Troop #56922

A **MOTION** was made by Hartigan and seconded by Clemons, to approve the sponsorship of Justice Girls Scouts, Troop #56922 in the amount of \$4,100.00. Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Russell Hartigan, William Seith, Al

Dorobiala, Steve Palmer, and Barbara Minneci. Ayes: Unanimous. Nays: None. Motion Carried

TREASURER’S REPORTS:

Sophia Mallis presented the Treasurer Report dated September 16, 2024, as follows:

Ending Balance as of July:	\$3,309,459.87
Receipts during August 2024:	\$ 928,157.71
Disbursements during August 2024:	\$ 349,689.00
Ending Balance as of August 31, 2024:	\$3,887,928.58

A **MOTION** was made by Minneci and seconded by Dorobiala to approve the Treasurer’s Reports dated September 16, 2024, as presented. Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Russell Hartigan, William Seith, Al Dorobiala, Steve Palmer, and Barbara Minneci. Ayes: Unanimous. Nays: None. Motion Carried

REVIEW AND APPROVAL OF MONTHLY PAYABLES:

Sophia Mallis presented a list of Thirty (30) Payables totaling \$364,201.01 dated September 16, 2024.

A **MOTION** was made by Clemons and seconded by Seith to approve the Monthly Payables dated September 16, 2024, as presented; Roll Call: Elyse Hoffenberg, Rev. Jeffrey Clemons, Sophia Mallis, Russell Hartigan, William Seith, Al Dorobiala, Steve Palmer, and Barbara Minneci. Ayes: Unanimous. Nays: None. Motion Carried

COMMENTS FROM THE PUBLIC:

N/A

ADJOURNMENT:

A **MOTION** to adjourn the meeting was made by Clemons and seconded by Seith at 7:37 p.m. All in favor. Ayes: Unanimous. Nays: None. The meeting was adjourned.

Elyse Hoffenberg
Commission President

Hon. Russell W. Hartigan
Secretary