NOTICE

The Board of Directors meeting of the Tri-County Opportunities Council will be held on Thursday, August 27, 2009 at 7:00 p.m. at the Lee County Senior Center, 100 W. 2nd St, Dixon, Illinois. (815-631-8043)

Julie Jacobs
Secretary

You are reminded that our by-laws require the presence at any Board of Directors meeting 33% of the current members to constitute a quorum. Your presence is urgently needed.

If you need transportation, please call 625-7830 or 875-6064 or 1-800-323-5434.

TRI-COUNTY OPPORTUNITIES COUNCIL
BOARD OF DIRECTORS MEETING
Lee County Senior Center
100 W. 2nd St
Dixon, Illinois
Thursday, August 27, 2009
(815-631-8043)

1. Call to Order

2. Roll Call

3. Approve Minutes of July 23, 2009

4. Action on Treasurer's Report of June2009

5. Treasurer's Report for July 2009

   Fiscal Report – Dawn Robertson

6. Program Reports

   CSBG/Economic Development – Dorothy McBride
   Foster Grandparent – Sandra Julifs for Sharon King
   Head Start – Terri Lawrence
   Homemaker – Debra Ritchey
   LIHEAP – Tammy Saenz
   Weatherization/Housing – Wayne Thompson

7. President's Report – Sandra Julifs

8. Old Business

9. New Business

10. Next Meeting – Wednesday, September 23, 2009 in Princeton

11. Adjournment

TRI-COUNTY OPPORTUNITIES COUNCIL
BOARD OF DIRECTORS' MEETING
JULY 23, 2009

Chairperson Ken Krogulski called the meeting to order at 7:05 p.m. Due to the large number of visitors attending the meeting, he welcomed them and introduced both himself and Sandra Julifs, President/CEO. He then introduced Don Romes from Ogle County who was attending his first meeting and noted that John O'Neill has been appointed to the Board by the Putnam County Board.

The roll was called and a quorum was present.

Members present: Sandi Billard, Sue Britt, Loretta Brown, Herman Bruns, Dorothy Carver, Sally Childers, Bill Gaston, Mary Healy, Sharon Heath, Grace Hunter, Lynne Kilker, Mary Klopcic, Ken Krogulski, Barbara Nelson, Fred Phillips, Juanita Randklev, James Robison, Don Romes, Ruth Sabin, Marvin Williams, Jerry Wolens.

Members absent: Jim Barnes, Dee Biagi, Susan Bursztynsky, Bernene Dahl, Deborah Gaughan, Edythe Geiger, Laura Gonzalez, Albert Harmon, Donna Hess, Julie Jacobs, Marlin Jones, Travis McGlasson, Carlos Munoz, James Passero, Peggy Sargent, Joan Sheridan, Patrick Sloan, Kary VanDeVoorde, Mark Wilt, Christina Wyss.

Others present: Shelley Brants, Mika Caudle, Emanuel Chacon, Gabrielle Clark, Emma Cowitz, Cathy Crank, Kelsey Crank, Katherine Davids, Lori Davis, Regina Dodge, Nicky Gittleson, Megan Glenn, Sarah Gordon, Mary Cox, Devin Houzenga, Donna Houzenga, Erica Huerta, Lisa Huerta, Alaina Johnson, Sandra Julifs, Katie Kwarta, Terri Lawrence, Monique Miranda, Denise Moser, Niko Nieto, Carol Razo, Debra Ritchey, Dawn Robertson, Lisa Ruggles, Tammy Saenz, Patricia Trenholm, Dana Troupis, Dawn Troupis, Ted Troupis II, Veronica Yancy, other friends and relatives of the scholarship recipients.

Mr. Krogulski then asked that the agenda be changed to hold the scholarship presentations prior to the June treasurer's report as there were a number of items to be discussed during that report; the Board agreed by consensus.

The June minutes had been mailed to all members. There were no additions or corrections. Ms. Britt moved to approve the minutes as mailed; Mr. Phillips seconded, and the motion carried.

The May treasurer's report was presented for action. There were no questions, corrections or comments. Ms. Kilker moved to file the report for audit. Ms. Brown seconded, and the motion carried.

Community Services Block Grant (CSBG) – Sandra Julifs, President/CEO – Ms. Julifs noted that the CSBG is a very flexible program that meets a number of community needs. One of these is met with post high school educational scholarships. Normally, 15-20 scholarships are given, but this year the American Recovery and Reinvestment Act (ARRA) funding is allowing TCOC to assist 32 students of which 23 were present. She

introduced Dorothy McBride, Community Services Director, Mary Cox, Outreach Coordinator, and Judy Fiste, Community Services/Food Pantry Coordinator who would be helping with the publicity and pictures of this year's recipients. Then, Mr. Krogulski and Ms. Julifs presented the 2009 scholarship awards to the students (list attached).

As requested last month, CSBG loan program application packages were made available to the members.

The June treasurer's report was distributed, and there were no comments.

Mr. Phillips gave the report for the Audit Committee that met prior to the meeting. The committee reviewed the proposals that were received for the 2009 audit and recommended that the Springfield firm of Sikich LLP be selected on the basis of price. A discussion followed, and it was clarified that the price does not include the upcoming 403(b) pension audit or the indirect cost rate proposal. The effect of the ARRA (American Recovery and Reinvestment Act) funds was also clarified. Mr. Phillips then moved to choose Sikich LLP as the audit firm for the 2009 audit. Ms. Nelson seconded, and the motion carried.

The IRS 990 and 990T forms (the tax forms required for not-for-profits) had been distributed. Dawn Robertson, Fiscal Operations Manager, explained them, questions were asked, and Mr. Robison moved to submit the 990s with the one correction that was noted (regarding TCOC's retention and destruction policy), Mr. Bruns seconded, and the motion carried.

Approval was needed to ask TCOC's bank to increase its line of credit from $650,000 to $800,000. This is needed because of the slowness of the State in processing the Homemaker and other reimbursements. The bank is hesitant to do this, so approval was also sought to approach another bank or banks if the request is denied. There was much discussion about the amount of the loan, changing banks, splitting of accounts between banks, the fact that the agency is four months behind in receiving Homemaker Program payments, etc. Ms. Robertson and Ms. Julifs were asked many questions. Ms. Kilker then moved to increase the line of credit from $650,000 to $1 million. Ms. Heath seconded. Motion carried 19-2.

Staff also requested permission to borrow from the Edward Jones account (as of June 26th, the borrowing limit was $79,000) if needed. Again, there was much discussion including a question as to the interest rate; staff did not have that immediately available (**Ed. note** – 6%). Mr. Wolens moved to allow the staff to borrow the funds if needed. Ms. Britt seconded, and the motion passed 19-2.

Foster Grandparent Program (FGP) – Sandra Julifs for Sharon King, Program Director, who remains on extended medical leave – Ms. Julifs noted that Lynn Scherer, Ms. King's assistant, has been doing a tremendous job while filling in for Ms. King.

In May, a recognition in-service was held at the White Pines dinner theater for 81 Foster Grandparents. All enjoyed a delightful program. At this in-service, seven grandparents were awarded the President's Lifetime Award for providing 4,000 hours of mentoring in the FGP.

There are 23 grandparents volunteering at several sites this summer such as libraries, extension services, preschool activities, Camp Clover, and summer schools.

Ms. Scherer was in the process of preparing the federal grant program progress report which was due July 31, 2009. She also has been working on the back to school in-service to be held on Friday, August 14th at the Whiteside County Senior Center, Sterling. All active volunteers will be recognized for their service.

Head Start – Terri Lawrence, Program Director - The past month has been very busy with grant-writing. The COLA, Quality Improvement, Program Improvement and Early Head Start grants were all submitted. The Financial Assistance Award for the COLA and Quality Improvement requests was received. Systems have been developed to track the ARRA or stimulus money according the regulations associated with that funding. Migrant COLA funding was awarded effective 7/1/09 and all staff working in that program received a 4.9% wage increase. Of that funding, 3.06% is permanent and 1.84% is associated with ARRA funding and good only for 12 months.

Staff is busy hiring to fill open positions for the 2009-10 year. The economy is affecting its ability to hire in a good way. Over 40 applications were received for the few jobs that are open and many of the applicants have BA degrees. Administrative and management staff is also busy planning for the pre-service sessions. The program is currently at 95% of full enrollment for the next school year. Recruitment is on-going.

The Migrant program is running well. It is funded to serve 23 children, but currently there are 27 children enrolled with several on the waiting list. The Migrant Policy Committee approved the selection criteria and its by-laws at its July meeting. There is a new Policy Council representative from Migrant and she will be attending her first statewide Policy Council meeting July 25th and 26th.

Homemaker Program – Debra Ritchey, Program Director - In the month of June the program serviced 500 clients with 11,182 units (hours) of service for which $180,585 was billed.

The State budget has been passed, but the details aren't known yet. Ms. Ritchey is waiting for a letter from the Illinois Department on Aging (IDoA) as to what cuts may need to be made; the letter will state exactly what to do and the time frame to do it in. On July 28, 2009, she will attend a Community Care Program Advisory Committee (CCPAC) meeting in Springfield to see if there are any updates on the budget.

In July, Ms. Julifs, Ms. Robertson and Ms. Ritchey worked on the application for the Lee County Senior Tax Levy Fund and are still working on the Ogle County Senior Tax Levy application.

Ms. Ritchey explained that the program is conducting a raffle for a fundraiser; tickets were available to the members. The six winners will each receive $100.

Low-Income Home Energy Assistance Program (LIHEAP) – Tammy Saenz, Program Director - The LIHEAP department has been working on closing out the 2009 program year. Budgets have been submitted and have been approved for the 2010 program; the staff is just waiting for them to be executed.

The cooling program started July 7th and will run through the 31st of July. As of this date, 1,954 applications have been entered into the system. At this point, LIHEAP staff is sending out denial letters to make sure that clients are receiving them in a timely manner, and to ensure they can return documentation that may be missing. If the members know of someone who may fit the cooling criteria of being 60 years or older, disabled, child(ren) under 3 years of age, or who has a medical condition that necessitates cooling (doctor's note must be provided), they could have them call the main office at 1-800-323-5434.

Weatherization/Housing Programs – Dorothy McBride for Wayne Thompson, Program Director, who was attending the national Weatherization conference in Indianapolis – Mr. Thompson and Ms. Robertson are currently working on closing out the 2009 Weatherization Assistance and Energy Conservation and Home Repair (ECHR) programs. A monitor from the Department of Commerce and Community Affairs DCEO) has been at the agency over the last couple of weeks inspecting the final homes in these programs.

Staff is still waiting to hear about the 2010 Weatherization grants (regular and ARRA) being executed. Once that happens, the program can officially begin. Staff will also be attending trainings in the near future to learn how to report to the State on the new stimulus (ARRA) funds.

In the 2009-2010 Homebuyer Assistance Program, the release of funds has been received, and the closing of the first home of this grant period has been held. There are two other homebuyers with purchase contracts, and another homebuyer looking for a house.

The Single Family Owner Occupied (SFOOR) Program is about to get back underway. TCOC is in the middle of a two-year grant period in that program, and staff will be taking more applications in the coming weeks.

Mr. Thompson and Susie Welch attended the Illinois Housing Development Authority (IHDA) board meeting on Friday July 17th during which the IHDA Board voted to re-award TCOC HOME programs with the Retrofit program. These funds are administered by the DCEO and can be used along with existing rehabilitation programs such as the SFOOR and Homebuyer Assistance programs to maximize electricity savings in low-income residences through the direct installation of energy efficiency measures. Income eligibility will be 80% of area medium income for those customers of ComEd or Ameren. These funds will be available on a statewide first-come, first served basis for all HOME Program sub-recipients. TCOC hopes to add $2,500 of retrofit money to each HOME client's homes. There is no particular award amount given as it is available until the IHDA funds are exhausted.

Two regular housing units are vacant at this time (606 E 3rd St. and 1411 W 4th St in Dixon)

President's Report – Sandra Julifs, President/CEO - Ms. Julifs reported that much of her time has been spent working with Ms. Robertson on the agency's cash flow difficulties due to the tardiness of reimbursements from the State, meetings with the bank, and working with the auditors to complete the 2008 audit and 990 forms. She has been helping Ms. Ritchey with the senior tax levy fund applications. And, the scholarship awards that she oversees have required much additional time recently.

She also explained that, due to a conflict with the annual Community Services Block Grant (CSBG) workshop that she and Ms. McBride are to attend the last week in August, she requested that the August meeting be changed from its normal date of August 25th to August 27th. By consensus, the members agreed to change the date to the 27th.

Old Business: There was no old business.

New Business: The next meeting will be held on Thursday, August 27, 2009, in Dixon.

As there was no further business to come before the board, Mr. Krogulski adjourned the meeting at 8:33 p.m.

2009 Scholarship Winners

Gail Coyle	Manlius	Sauk Valley CC	Nursing
Dana Troupis	LaMoille	Ill. Valley CC	Computer Technology
Run Jin You	Princeton	Ill. Valley CC	Accounting
Devin Houzenga	Savanna	Highland CC	Computer Science
Shelley Brants	LaSalle	Ill. Valley CC	Human Services
Alaina Johnson	Ottawa	Univ. of Ill	Public/Hosp. Admin
Jeffrey Orlowski	Ottawa	Ill.State Univ.	Physical Ed/Math
Kevin Orlowski	Ottawa	Ill. State Univ.	Business/Accounting
Emanuel Chacon	Ashton	Milliken Univ.	Business
Roscoe Cox	Dixon	Sauk Valley CC	Management
Lori Ann Davis	Dixon	Sauk Valley CC	Business Management
Regina Dodge	Dixon	Sauk Valley CC	Accounting/Bookkeeping
Denise Moser	Dixon	Western Ill. U	Bd. of Trustees Program
Lisa Ruggles	Dixon	Southern Ill. U	Info. Systems Mgement
Patricia Trenholm	Dixon	Sauk Valley CC	Nursing
Veronica Yancy	Dixon	SVCC/Triton Col.	Respiratory Therapy
Mika Caudle	Lacon	Ill. Central Coll.	Nursing
Kelsey Crank	Hopewell	Ill. Central Coll.	Pre-Engineering
Sarah Gordon	Lacon	Ill. Central Coll.	Psychology
Nicky Gittleson	Rochelle	Kishwaukee CC	Physical Thera. Ass't
Ericka Huerta	Rochelle	Kishwaukee/NIU	Nursing
Lisa Huerta	Rochelle	Northern Ill. U	Elem. Ed. (Bilingual)
Megan Glenn	McNabb	Parkland Coll.	Ag. Busi./Crop Science
Maryessa Switzer	Magnolia	Eureka Coll.	Music Ed/Theater Arts
Nicole Tisdell	Toulon	Principia Coll.	Bus. Adm/Math/Comp.
Gabrielle Clark	Sterling	Sauk Valley CC	Biology/Pre-Med
Katherine Davids	Morrison	Morrison In.Tech	Engineering Tech.
Savannah Dees	Rock Falls	Sauk Valley CC	Radio. Tech
Ann Lopez	Sterling	Western Ill.Univ.	Law Enforce/Justice
Niko Nieto	Sterling	Sauk Valley CC	Nursing
Monique Miranda	Sterling	Ill. Central Coll.	Dental Hygiene
Kari Razo	Sterling	National Louis U	Counseling (MA)