



**Girl Scouts of Southern Illinois  
Board Meeting Minutes  
Wednesday, December 6, 2023 5:00PM  
Glen Carbon office & Zoom Meeting**

**PRESENT:**

Voting Board Members:	Voting Board Members Absent:
Deanna Litzenburg, Chair	Gloria Sweida
Steven Bushong	Trish Manning
Norma Trimble	Lesley Sanchez
Amanda Highlander	
Elizabeth Shore	
Marianne Doll	
Kathryn Diak	
Linda Manley	
Julia Deien	
Kevin Doak	
D-Lori Newsome-Pitts	
	Staff members:
	Loretta Graham, CEO
	Jessica Upchurch, COO
	Carrie Smith, CHRO
	Ashley Green-Bryant, Governance Coordinator
	Ron Buerges, FCFO
Non-Voting Board Members:	Guests:

*\*Note any late arrivals or early departures here:*  
Kevin Doak – left at 6PM

## 1. Mission Moment

### Council Community Service Project

GSofSI Council-wide community service project in honor of Juliette Gordon Low's birthday in October was highlighted. The Council Troops and Service Units collected ingredients for birthday cakes (cake mix, candles, etc) and made birthday bags to give to food pantries around the Council. We had over 700 girls participate and earn the Birthday Bag service project patch. Pictures and video were shared.

## 2. Approval of the Consent Agenda

- Board of Directors Minutes 6.28.2023 & 10.4.2023
- Finance Partial Packet 8.16.2023, 9.27.2023, 10.25.2023, 11.29.2023
- Property Task Force Partial Packet 8.28.2023, 9.25.2023, 10.23.2023, 11.27.2023
- Girl Scout Experience Fund Committee Partial Packet 7.25.2023, 9.26.2023, 11.28.2023
- Fund Development Committee Partial Packet 10.12.2023

**Motion: To Approve Consent Agenda Items**

**Moved: Amanda Highlander**

**Seconded: Kathryn Diak**

**MOTION CARRIED**

## 3. CEO Summary

### Year End Report:

Loretta gave an extensive year-end report of the Girl Scout fiscal year ending September 30, 2023. She highlighted council successes in membership, exceeding our membership goals and also exceeding our Fund Development goals, topping it off with a successful Gala in September. Loretta also highlighted bringing back Resident Camp to Camp Torqua over the summer and reported it was a success and will be bigger and better next summer. The Council also shared Product Program success with their Fall sale and Cookie sale for the year of 2022-2023. Big Improvements and updates to existing buildings were also made at Camp Torqua to increase camp capacity by over 50%. Topping off the successful year, the Council was awarded a 3-year charter by GSUSA.

### Operations Update

Jess Upchurch, COO, gave an update on operations. Membership update, currently 5769 girls – 87% to goal, 3200 adults which is 115% of our adult goal.

Fall Festival at Camp Torqua was a huge success again this year, 329 members attended.

Older Girl/Higher Awards Overnight at Camp Torqua – 41 girls attended, also a big success, hard to retain older girls. Other highlights - 147 attended Cookie Biz Bash & 27 girls attended Space Camp

One other note from Council coming from GSUSA – no increase in membership dues for 2024/2025

#### 4. Board Chair Summary

Executive Committee will be meeting soon to discuss the yearly CEO review.

Deanna also reminded everyone to be sure to update your yearly membership for 2023/2024.

#### 5. Finance Committee Updates

- Finance Reports through October 2023

Linda reviewed the end of year numbers, Council ended the year with a deficit of \$236,000. This is much better than previous year's deficits, but still much work to do. The deficit is mostly made up of: product program, staffing not budgeted, and interest paid on the line of credit was much higher because of interest rates.

As of end of October 2023, new budget year which consists of a positive variance of \$8000. With only one month into the fiscal year, differences to budget are made up of retail increase (had a great month), landscaping refresh was paid for by a sale of the mobile truck. Total net revenue/expenses were a deficit of \$30,000.

Ron Buerges, CFO reported the new budget looks great, finance department did an excellent job. The line of credit was paid down by \$550,000 paid for by Chen Ya Ta Funds – borrowing from ourselves. These funds will be paid back first.

**Motion: To Approve Financial Reports Through 10/31/2023.**

**Moved: Coming Out of Committee.**

**Seconded: Not Needed, Out of Committee.**

**MOTION CARRIED**

Linda Manley reported from the Girl Scout Experience Fund that was approved by the Finance Committee that they would like to add Day Camps to the Girl Scout Experience Fund Policy. This would bring down the cost to the girl attending a Day Camp by \$25 per girl for registration. The Funds are not to increase the "activities or experiences added to camp" It is to subsidize the cost to the girl.

**Motion: Motion to Approve Updated Girl Scout Experience Fund Policy adding Day Camps as Presented.**

**Moved: Coming Out of Committee.**

**Seconded: Not Needed, Out of Committee.**

**MOTION CARRIED**

## 6. Property Task Force – Steve Bushong

- Property Updates
  - Camp Torqua Updates
  - Several updates ongoing/completed at camp include:
    - Happy Hammock Village
    - Updated Frog Pond – outdoor teaching classroom
    - Lake research – in progress, consulting with Engineering company. We cannot put the lake where originally thought, Behind Pumpkin Patch lodge is the best site. Research ongoing.
    - ADA Sidewalks and black top trails
  - Committee again looking at raising pricing in 2024
  - Transportation still seems to be a roadblock for Camp Torqua – not everyone can access it being far away from other parts of Council.
  - Mar/Comm is working on a Camp Torqua – 1-page flyer (paper or PDF) to highlight all Camp has to offer.
  
  - Glen Carbon Service Center – Council is researching cost and building of a “Dream Lab” Several in other GS Councils around the U.S.

## 7. Fund Development

- **Updates** – Gala Exceeded goal, true success. Thank you to all involved. A fundraising event in Marion or Effingham area is being researched at this time.
  
- **Grant Application – Highland Rotary** – in packet, needs Board approval to apply for grant.

**Motion: Motion to Approve Grant Application for Highland Rotary as Presented.**

**Moved: Linda Manley**

**Seconded: Marianne Doll**

**Abstain: Deanna Litzenburg**

**MOTION CARRIED**

## **8. Girl Scout Experience Fund Committee**

- Updates
  - Reports in packet, end of fiscal year granted \$37,000 to girls for experiences using Girl Scout Experience Funds
  - Goal for 2023/2024 is to double last years actual.

## **9. Governance**

- Updates
  - Strong candidate list for 2024
  - Minimum of three more Board candidates are needed for Annual Meeting in April
  - Board Development committee – 2 openings on the committee, 1 Board member and 1 volunteer member slot open. Please send any referrals to the BDC.
  
- Annual Meeting – Saturday, April 6<sup>th</sup>, 2024 – SAVE the Date, Collinsville High School

**10. Open Discussion**

**Hope everyone has a great holiday season & Happy New Year.**

**11. Adjournment**

**Motion: To Adjourn the December 6, 2023 Board of Directors Meeting.**

**Moved: Linda Manley**

**Seconded: Julia Deien**

**MOTION CARRIED**

**Submitted by:**

Name: Norma Trimble, Board Secretary

Signature & Date: \_\_\_\_\_

**Transcribed by:**

Name: Ashley Green-Bryant

Signature & Date: \_\_\_\_\_

Adopted by the Board in the meeting

of \_\_\_\_\_,

(Date of Meeting)

\_\_\_\_\_  
(Signature of Presiding Officer)