



# friends of he parks

Hoffman Estates Park District Foundation

P.O. Box 957524, Hoffman Estates, Illinois 60169 • Phone: 847-310-3617

**Friends of HE Parks  
Regular Quarterly Board Meeting Agenda  
Wednesday, August 22, 2018  
Noon  
Bridges of Poplar Creek**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - a. Quarterly Meeting May 23, 2018
  - b. Annual Meeting May 23, 2018
4. Comments from the Audience
5. Chairman's Report
6. Financial Report
  - a. Quarterly Report
  - b. Scholarship/Outreach Program Report / F18-16
  - c. Morgan Stanley Resolution / F18-21
7. Old Business
8. New Business
  - a. New Foundation Books and New Candidate Material
9. Committees
  - a. Board Recruitment and Inventory
  - b. Events Reports/and Calendar
    - i. Girlfriends Night Out Committee Report – TBD 2019 – F18-17
    - ii. SRT Golf Committee Report – 6/6/18 – 18-18
    - iii. Uncorked/Untapped Committee Report – 9/14/18 – F18-19
  - c. New Event/Development Committee / F18-20
10. Next meeting date
11. Adjournment

We invite those who may need an accommodation due to a disability to contact us 48 hours in advance. Please contact Carina Graham at 847-885-7500.



# friends of he parks

Hoffman Estates Park District Foundation

P.O. Box 957524, Hoffman Estates, Illinois 60169 • Phone: 847-310-3617

**MINUTES  
QUARTERLY MEETING  
May 23, 2018**

**1. Roll Call:**

A regular quarterly meeting of the Friends of HE Parks Board of Trustees was held on May 23, 2018 at 12:15 p.m. at the Bridges of Poplar Creek in Hoffman Estates, IL.

Present: Trustee Talsma, Dressler, R. Evans, Kaplan, Kilbridge, Mehr, Musial, Rossiaky, S. Triphahn, T. Triphahn

Absent: Trustee Dobbertien, Hiser, Spentzos, Seymour

Also Present: Admin Asst/Foundation Manager Kusmierski and Advertising and Sponsorship Manager Massani

Audience: None

**2. Approval of Agenda:**

Trustee Mehr made a motion, seconded by Trustee S. Triphahn to approve the agenda as presented. The motion carried by voice vote.

**3. Approval of the Minutes:**

Trustee Musial made a motion, seconded by Trustee R. Evans to approve the minutes of the January 31, 2018 meeting as presented. The motion carried by voice vote.

**4. Comments from the Audience:**

None

**5. Chairman's Report:**

Chairman T. Triphahn welcomed the new HEParks Executive Director and Friends of HE Parks Foundation Trustee Talsma to the Board of Trustees.

He also reviewed the work the Executive Committee and staff had been doing to organize a better tool box for Trustees to use with new candidates and board members.

Chairman T. Triphahn read a thank you note from the Ouimette Family thanking the Foundation. Ms. Elaine Erikson made a donation in Bob Ouimette's name for a bronze leaf on the Giving Tree and a \$500 donation to the scholarship fund for a young boy interested in playing baseball. The Foundation was able to connect the donation up with a family whose single dad was also a baseball coach and covered the cost of the baseball program and arranged for a gift card to cover the cost of a mitt and other baseball equipment.

Chairman T. Triphahn also read a thank you note from past Trustee Dean Bostrom for the golf clubs gifted from all individuals and the opportunity to work with the Foundation Board members.

**6. Financial Report:**

Trustee Musial noted that the report showed the revenue for the GNO and that the SRT would appear in June.

Chairman T. Triphahn noted that most of the money had been moved to a Morgan Stanley account. Staff will provide a statement.

Trustee S. Triphahn made a motion, seconded by Trustee Kaplan to approve the financial report as presented. The motion carried by voice vote.

**7. Old Business:**

None

**8. New Business:**

a. By Laws Update/ F18-10:

Chairperson T. Triphahn reviewed the highlighted updates to the By Laws.

Trustee Mehr asked about the 20 service hours and it was noted to be self-monitored.

Trustee Kaplan asked about the \$500 donation and it was noted to be personal, however, as an owner of a company that would qualify.

It was board's consensus to rewrite ARTICLE XV, SECTION 3 to say: The Foundation is additionally governed by the Memorandum of Understanding approved by the Foundation Board on January 31, 2018 and the Park Board

of Commissioners on February 27, 2018; effective March 1, 2018. The Foundation Board is also governed by Foundation Policies which include but are not limited to Expenses; Purchases, Payments and Check Issuance; 501 (c)3 Gaming License Rental; Investment and Park District Policy 4.3.06 Comm Rep/Foundation Board Trustee Facility Usage.

Trustee Kilbridge made a motion, seconded by Trustee Kaplan to approve the bylaws as amended. The motion carried by voice vote.

Resolution to Approve New Registered Agent:

Chairman T. Triphahn explained that with past Trustee/Registered Agent Bostrom retiring the board would need to approve a new Registered Agent and to meet the State's requirements, they would need to approve a resolution to do that.

Trustee Kaplan made a motion, seconded by Trustee Mehr to change the Registered Agent for the Foundation to Craig Talsma. The motion carried by voice vote.

b. Purchase of 2018 QBooks:

Tabled as not required until the new fiscal year at which time it would be a budgeted item. Staff will also look into using QBooks to print checks.

**9. Committees:**

a. Board Recruitment and Inventory:

Chairman T. Triphahn noted that the Recruitment Committee would need to schedule a meeting to re-group and create a process to recruit new board and committee members. Staff will email the Board Profile to Trustees for completion and return prior to scheduling a meeting along with the listing of which Trustees are on the different committees.

b. Events/Calendar:

- i. GNO: Chairman T. Triphahn reviewed the report commenting on how the weather impacted the attendance.
- ii. SRT: Chairman T. Triphahn reviewed the report noting that they needed more 4-somes and hole sponsors from the Board.
- iii. Uncorked: Chairman T. Triphahn reviewed the report noting that the committee was not yet meeting to plan this event. Adv Sponsor Massani noted that she had already begun lining up Wine and Beer vendors for the event.

c. New Event/Development Committee/ F18-15:

Chairman T. Triphahn noted that the Executive Committee had discussed the need to come up with new event ideas and ways to outreach to different demographics.

Trustee Talsma noted that rather than through the Estate Giving Committee, that a New Event/Development Committee could be more encompassing to all demographic and event ideas.

Trustee Dressler noted that they needed to get those areas to know who the Foundation was. Discussion ensued on opportunities to offer the 50+ demographic a pool or Wii Tournament in the 50+ game room to begin to connect them with the Foundation.

Trustees Dressler, Mehr, S. Triphahn, Rossiaky, R. Evans and Talsma will form the committee. A meeting date and time will be determined and a listing of all committees and their members will be emailed to all Trustees.

**10. Next Meeting Date:**

The board's consensus was to hold the next meeting on August 22 at noon at BPC.

**11. Adjournment:**

Trustee Talsma made a motion, seconded by Trustee Rossiaky to adjourn the meeting at 1:25 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary



# friends of he parks

Hoffman Estates Park District Foundation

P.O. Box 957524, Hoffman Estates, Illinois 60169 • Phone: 847-310-3617

**MINUTES  
ANNUAL BOARD MEETING  
May 23, 2018**

**1. Roll Call:**

An annual meeting of the Friends of HE Parks Board of Trustees was held on May 23, 2018 at 1:25 p.m. at the Bridges of Poplar Creek in Hoffman Estates, IL.

Present: Trustees Talsma, Dressler, R. Evans, Kaplan, Kilbridge, Mehr, Musial, Rossiaky, S. Triphahn, T. Triphahn

Absent: Trustee Dobbertien, Hiser, Spentzos, Seymour

Also Present: Admin Asst/Found Manager Kusmierski and Advertising and Sponsorship Manager Massani

Audience: None

**2. Approval of Agenda:**

Trustee Kilbridge made a motion, seconded by Trustee Kaplan to approve the agenda as presented. The motion carried by voice vote.

**3. Comments from the Audience:**

None

**4. New Business:**

A. Current Terms for all Trustees:

Chairman T. Triphahn reviewed the current terms of the trustees.

B. Appointments to the Board:

I. New Trustee:

Trustee S. Triphahn made a motion, seconded by Trustee R. Evans to appoint Craig Talsma as a Trustee to the Board of Trustees for the Friends of HE Parks Foundation. The motion carried by voice vote.

II. Re-appointment of the Board:

Trustee Talsma made a motion, seconded by Trustee Mehr to re-appoint Troy Triphahn, Kathy Musial, Gene Hiser, Sue Triphahn and Lili Kilbridge to the board for a new 3-year term. The motion carried by voice vote.

III. Trustee Emeritus/Annual Appointments:

Discussion ensued regarding the term Emeritus and the people holding that title versus a lifetime appointment. It was also noted that the By Laws did not address an Emeritus status and that the Executive Committee should review that at their next meeting.

Trustee Kilbridge made a motion, seconded by Trustee Rossiaky to appoint Cary Collins and Bill McLeod as Trustee Emeritus to the Board of Trustees for the Friends of HE Parks Foundation. The motion carried by voice vote.

Trustee Talsma noted that the Executive Committee had determined to honor retired Trustee Bostrom and past Trustee Scott Triphahn (both of whom founded the Friends of the HE Parks) with an acorn on the Giving Tree acknowledging their service. Discussion ensued regarding making them both Trustee Emeriti.

Trustee Talsma made a motion, seconded by Trustee Dressler to nominate Dean Bostrom and Scott Triphahn for Trustee Emeritus status. Motion carried by voice vote.

C. Election of Officers:

- I. Chairman: Troy Triphahn
- II. Vice Chair: Lili Kilbridge
- III. Treasurer: Kathy Musial
- IV. Secretary: Craig Talsma
- V. Assist Treasurer: Nicole Hopkins, Director of Finance & Administration
- VI. Assist Secretary: None

Trustee Rossiaky made a motion, seconded by Trustee Dressler to accept the above listing of officers for the Board of Trustees. The motion carried by voice vote.

D. Preliminary Budget:

Trustee Musial noted that \$10,000 was listed for the 50+ Game Room and \$20,000 listed for the scholarships.

Trustee Talsma questioned the \$20,000 as being designated as endowment. The item will be reviewed and may need to be re-labeled as scholarship.

Trustee Kilbridge made a motion, seconded by Trustee Talsma to approve the fiscal year budget ending June 30, 2019 as presented. The motion carried by voice vote.

E. Goals and Objectives:

Trustee Kilbridge made a motion, seconded by Trustee Talsma to approve the Goals and Objectives of the Friends of HE Parks as presented. The motion carried by voice vote.

F. Foundation By Laws:

Trustee S. Triphahn made a motion, seconded by Trustee Mehr to approve the By Laws as amended at the Quarterly Board Meeting. The motion carried by voice vote.

G. Mission and Values:

Trustee Dressler made a motion, seconded by Trustee Kilbridge to approve the Mission and Values Statement of the Friends of HE Parks as presented. The motion carried by voice vote.

**5. Adjournment:**

Trustee Rossiaky made a motion, seconded by Trustee S. Triphahn to adjourn the meeting at 1:55 p.m. The motion carried by voice vote.

Respectfully submitted,

Craig Talsma  
Secretary

Peg Kusmierski  
Recording Secretary



ACTION ITEMS 2018

| <b>ACTION ITEMS JANUARY 31, 2018 Q BOARD</b>   | <b>STATUS</b>    | <b>NOTES/COMMENTS</b>  |
|--|------------------|--|
| Plaque recognizing Trustee Bostrom's Service   | Complete         | 5/23 Board agreed to acorn. Inscription TBD  |
| Remove Investment Committee from Agenda  | Complete         | 1/31/2018  |
| Recruitment and Inventory Committee: Call a meeting to determine committee perimeters, follow up on leads, educate new trustees, assign mentor | <b>Not Begun</b> |  |
| Recruitment and Inventory Committee: Update Board inventory and Talents  | In Progress      | Staff to send out new Board Profile Sheets to be returned for Committee information  |
| Corporate Estates Giving Committee: Call a meeting, develop strategies, involve Wipfli in presentations  | Canceled         | New committee created called New Event/Development Committee to review all demographics and event options. New Committee members are Linda Dressler, Georgeanna Mehr, Sue Triphahn, Mike Rossiaky, Ron Evans, Craig Talsma |
| Create DBA Friends of HE Parks   | Complete         | 3/9/18 Paperwork filed with Secretary of State   |
| Change Registered Agent for HE Parks   | Complete         | Resolution Approved 5/23. Paperwork filed  |
| Executive Committee: Review Bylaws   | Complete         | 5/1/2018   |
| Update Foundation Handbooks  | In Progress      | To be completed with next Executive Committee meeting along with Trustee folder with information for Candidates  |
| Correct MOU  | Complete         | 3/9/2018   |
| Train Committee Chairs in using their Budgets  | <b>NOT BEGUN</b> |  |
| SRT Committee: Call Meeting  | Complete         | 2/23/20118 + 4/3/2018  |
|  |                  |  |
| <b>ACTION ITEMS MAY 23, 2018 Q BOARD</b>   | <b>STATUS</b>    | <b>NOTES/COMMENTS</b>  |
| Provide Morgan Stanley statement of account for each meeting   | Complete         |  |
| Create new Committee   | In process       | 5/23/18 New Event/Development Committee to replace Corporate Estate Committee  |
|  |                  |  |
| <b>ACTION ITEMS MAY 23, 2018 ANNUAL MEET</b>   | <b>STATUS</b>    | <b>NOTES/COMMENTS</b>  |
| Executive Committee: Definition of Trustee Emeritus Vs Lifetime Member   | Complete         | Utilizing Emeritus designee.   |
|  |                  |  |

**MEMORANDUM NO. F18-16**

**TO: Foundation Board**  
**FROM: Trustee Musial**  
**Director of Finance Hopkins**  
**RE: Scholarship/Outreach Programs**  
**DATE: April 6, 2018**

---

In keeping with the change to the payment schedule for the Scholarship Fund, the 4th quarter payment was made in July 2018 based on the scholarships requested from April 1 to June 30, 2018. The actual dollar amount spent and reimbursed for the 4th Quarter was \$5,476.79 bringing the total amount of the payments to the scholarship fund to \$19,618.79.

Future payments to the scholarship fund will continue to be paid after the final day of each quarter in the exact dollar amount owed with a maximum \$20,000 approved for each year.

### Cash Journal Report

| Date       | Time    | Rcpt #  | Drwr | Mod | D/C | Type | User | House/Other | Payment Reference                                  | Amount |
|------------|---------|---------|------|-----|-----|------|------|-------------|--|--------|
| 04/04/2018 | 4:42pm  | 3079394 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Swimming/Spring waiver                             | 69.00  |
| 04/04/2018 | 4:51pm  | 3079431 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | TEEN WEIGHT CLASS/SP                               | 42.00  |
| 04/09/2018 | 11:47am | 3089018 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Swim/Fishing/Spring waiver                         | 180.00 |
| 04/09/2018 | 12:05pm | 3089044 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Skating/spring waiver                              | 170.00 |
| 04/10/2018 | 8:40am  | 3090229 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Swimming?spring waiver                             | 69.00  |
| 04/11/2018 | 11:10am | 3092464 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | hockey 222046F1<br>class cancelled                 | 85.00  |
| 04/18/2018 | 11:14am | 3102117 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | teen wght train.224038A<br>class cancelled         | 42.00  |
| 04/25/2018 | 10:41am | 3112037 | 1001 | SA  | C   | 5    | CLF  | [REDACTED]  | camp/2018 spring waiver                            | 484.00 |
| 04/25/2018 | 12:36pm | 3112242 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Martial Arts/Summer waiver                         | 120.00 |
| 04/30/2018 | 10:16am | 3118752 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Gym/music/swim<br>summer waiver                    | 285.00 |
| 05/01/2018 | 9:16am  | 3120338 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | FITNESS/BATON<br>SUMMER WAIVER                     | 95.00  |
| 05/01/2018 | 9:25am  | 3120347 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | DANCE/MARTIAL ARTS/E<br>SUMMER WAIVER              | 243.29 |
| 05/01/2018 | 9:31am  | 3120382 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | FIGURE SKATING<br>SUMMER WAIVER                    | 180.00 |
| 05/03/2018 | 9:16am  | 3123303 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Summer camps 1 week<br>Summer waiver               | 473.00 |
| 05/09/2018 | 1:41pm  | 3135606 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Summer Camp/Summer W                               | 84.00  |
| 05/14/2018 | 12:29pm | 3141768 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Pre Sch Gymnastics<br>Summer Waiver                | 128.00 |
| 05/14/2018 | 12:32pm | 3141780 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Camps/summer waiver                                | 155.00 |
| 05/15/2018 | 12:36pm | 3143362 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Summer Camp/2018 waiver                            | 155.00 |
| 05/15/2018 | 3:16pm  | 3143580 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | swimming/summer waiver                             | 61.00  |
| 05/17/2018 | 2:08pm  | 3146696 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | summer waiver: swim class                          | 130.00 |
| 05/18/2018 | 10:04am | 3147851 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Dance & early learning clas<br>Summer waiver 2018  | 113.00 |
| 05/24/2018 | 8:46am  | 3155802 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Hockey/Foundation pays 50                          | 250.00 |
| 05/25/2018 | 8:48am  | 3163194 | 1001 | AR  | C   | 5    | MLW  | [REDACTED]  | correct recpt. 3157318                             | 231.00 |
| 05/29/2018 | 10:54am | 3163458 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Play school/ 2018 enrollme<br>all year waiver 2018 | 300.00 |
| 05/30/2018 | 10:40am | 3165225 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | dance & Swimming/summer                            | 201.00 |
| 05/31/2018 | 4:36pm  | 3167595 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Hockey & Dance/summer w                            | 258.00 |
| 06/06/2018 | 2:48pm  | 3180366 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | abc/123 236310A<br>prefers pool pass over class    | 45.00  |
| 06/07/2018 | 7:29am  | 3181245 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | dance class/summer waiver                          | 68.00  |
| 06/08/2018 | 9:41am  | 3183666 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | bASEBALL/SUMMER WAI                                | 240.00 |
| 06/12/2018 | 1:54pm  | 3189313 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Summer waiver/hockey ca                            | 450.00 |
| 06/12/2018 | 2:36pm  | 3189388 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | camp/summer waiver                                 | 196.00 |
| 06/15/2018 | 8:53am  | 3194424 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Summer waiver: Camp                                | 155.00 |
| 06/19/2018 | 3:30pm  | 3202323 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | Gymnastics/summer waiver                           | 84.00  |
| 06/20/2018 | 9:58am  | 3203416 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | hockey/summer waiver @5                            | 37.50  |
| 06/20/2018 | 11:36am | 3203604 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | baseball 229320F<br>league cancelled               | 240.00 |
| 06/22/2018 | 9:08am  | 3206504 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | swimming lessons/summer                            | 130.00 |
| 06/22/2018 | 9:12am  | 3206507 | 1001 | AR  | C   | 5    | CLF  | [REDACTED]  | baseball & soccer/summer                           | 210.00 |
| 06/27/2018 | 1:44pm  | 3215012 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | preschool camp 235104D<br>class cancelled          | 28.00  |
| 06/27/2018 | 1:46pm  | 3215013 | 500  | SA  | D   | 5    | MLW  | [REDACTED]  | soccer 269501DS<br>not happy with program or c     | 130.00 |

| Payment Type        | Totals | Description | Total Debit Cnt | Total Debit Amt | Total Credit Cnt | Total Credit Amt | Net Amount      |
|---------------------|--------|-------------|-----------------|-----------------|------------------|------------------|-----------------|
| Misc                |        | Fee Waiver  | 6.00            | 570.00          | 33.00            | 6,046.79         | 5,476.79        |
| <b>Grand Totals</b> |        |             | <b>6.00</b>     | <b>570.00</b>   | <b>33.00</b>     | <b>6,046.79</b>  | <b>5,476.79</b> |

MEMORANDUM NO. F18-21

**TO:** Foundation Board  
**FROM:** Craig Talsma, Trustee/Secretary  
Nicole Hopkins, Assistant Treasurer  
**RE:** Morgan Stanley Authorized Signers  
**DATE:** August 14, 2018

---

**Background:**

Financial institutions require varying documentation to determine individuals authorized to act on behalf of the Park District/Foundation. Due to the recent staffing changes, the documents for Morgan Stanley need to be updated subject to Park District Board Policy 7.03 Authorization for Check Signing / Bill Payment / Check Issuance and Park District Board Policy 7.09 Investment of Excess Cash.

**Implications:**

Upon approval, the Director of Finance and Administration will be added as an authorized signer on the Foundation's cash and investment accounts. The form is attached.

**Recommendation:**

The recommendation is for the Foundation Board of Trustees to approve the attached Resolution which updates the authorized signers on our investment account with Morgan Stanley to include Nicole Hopkins.

For Internal Use Only

Branch No. Account No. Financial Advisor No.  
5 5 9 0 7 6 9 3 8 8 2 9

Morgan Stanley

# Authorized Persons and Enabling Resolutions for Corporations

In consideration of Morgan Stanley Smith Barney LLC ("MSSB") opening and/or maintaining one or more accounts for the corporation named below, I, the undersigned duly authorized officer, hereby certifies and agrees as follows:

## 1. General Information

The full legal name of the corporation (the "Corporation") to which this document applies is:

Hoffman Estates Park District Foundation

Illinois

NAME OF CORPORATION

STATE OF INCORPORATION OR NON-U.S. JURISDICTION

## 2. Authorized Persons

MSSB is hereby authorized to accept investment instructions and other instructions from the officers of the Corporation and/or other individuals listed below ("Authorized Persons"). These privileges include, but are not limited to, the authority to make distributions (e.g., of cash or securities) and transfers by check or otherwise to anyone, including the undersigned officers and/or other individuals.

If MSSB receives conflicting instructions from different Authorized Persons, or reasonably believes instructions from one Authorized Person might conflict with the wishes of another Authorized Person, MSSB may do any of the following: (a) choose which instructions to follow and which to disregard; (b) suspend all activity in the account until written instructions signed by all Authorized Persons are received; (c) close the account and deliver all securities and other property, net of debits or liabilities, to the address of record; and/or (d) take other action deemed necessary to protect the interests of MSSB.

(ALL AUTHORIZED PERSONS MUST COMPLETE THIS SECTION, EVEN IF ALSO SIGNING ON BEHALF OF THE CORPORATION AT THE END OF THIS DOCUMENT.)

NAME *Craig Talsma* PRIMARY RESIDENCE: ADDRESS

SIGNATURE SOCIAL SECURITY NUMBER DATE OF BIRTH TITLE

NAME PRIMARY RESIDENCE: ADDRESS

*Debra Hepburn* SIGNATURE SOCIAL SECURITY NUMBER DATE OF BIRTH TITLE

NAME PRIMARY RESIDENCE: ADDRESS

SIGNATURE SOCIAL SECURITY NUMBER DATE OF BIRTH TITLE

NAME PRIMARY RESIDENCE: ADDRESS

SIGNATURE SOCIAL SECURITY NUMBER DATE OF BIRTH TITLE



NNAAAER NAO

AUTHORIZED PERSONS AND ENABLING RESOLUTIONS FOR CORPORATIONS (12/2014) NNAAAER

PAGE 1 OF 4 NY CS 8060860 12/14

For Internal Use Only

|            |             |                       |
|------------|-------------|-----------------------|
| Branch No. | Account No. | Financial Advisor No. |
| 5 5 9      | 0 7 6 9 3 8 | 8 2 9                 |

**3. Enabling Resolutions**

The following is a full, true and correct copy of Resolutions duly and regularly adopted by vote of the Board of Directors of the Corporation. Such Resolutions have not been rescinded or modified and are in full force and effect.

**RESOLVED:**

FIRST, that the Authorized Persons are, and each of them hereby is, authorized and empowered to the fullest extent possible, to act on behalf of the Corporation, to establish and maintain with MSSB one or more cash accounts, margin accounts, BusinessScape accounts, commodities accounts, or any other type of account offered by MSSB and its applicable affiliates ("Account"), for the purpose of purchasing, investing in, or otherwise acquiring, selling (including short selling), possessing, transferring, exchanging, borrowing, pledging or otherwise disposing of, and generally dealing in and with, cash and any and all forms of securities and financial instruments, including, but not limited to shares, stocks, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, options, warrants, futures, commodities, commodity futures and/or options on futures, certificates of deposits, mortgages, evidence of indebtedness, commercial paper, and interests of any and every kind and nature whatsoever, secured and unsecured, whether represented by trust, participating and/or other certificates or otherwise.

SECOND, that, without obligation on MSSB's part to inquire, instructions or actions, by any Authorized Person shall individually have the fullest authority on behalf of the Corporation with respect to the Account including, but not limited to, authority to:

- 1) give written or oral instructions to MSSB with respect to any securities in, or transaction or service offered in connection with, the Account;
- 2) deposit or withdraw money, securities and other property of the Corporation to and from the Account;
- 3) borrow money from MSSB and secure payment thereof with the property of the Corporation;
- 4) bind the Corporation to any contract, arrangement or transaction, which shall be entered into by any Authorized Person with or through MSSB;
- 5) make payments related to the Account by checks and/or drafts drawn upon the funds of the Corporation;
- 6) endorse any securities in order to pass ownership thereof or for any other purpose;
- 7) direct the sale or exercise of any rights with respect to securities therein;
- 8) sign releases and powers of attorney and enter into contracts and agreements, including but not limited to any MSSB account agreements and documentation relating to any debit or credit card, the checkwriting privilege, online services, electronic fund transfers and other services which are or may be offered in connection with the Account (where available), as such documents may be modified from time to time, and any documentation permitted or contemplated by such agreements, products and services, and to affix the corporate seal to same when necessary;
- 9) direct MSSB to surrender securities to the proper agent or party for the purpose of effecting any exchange or conversion, or otherwise; and
- 10) take any and all action in connection with the Account deemed necessary or desirable by any Authorized Person.

THIRD, that any Authorized Person may appoint any person(s) ("Designated Persons") to: (1) conduct trading in the Account; (2) endorse any securities, or to make, execute and deliver, under the corporate seal of the Corporation or otherwise, any instrument of assignment and/or transfer necessary or proper to pass title to such securities; (3) sign checks (in which event, the signature of the Designated Person shall promptly be provided on any applicable signature card upon request by MSSB); (4) use any associated debit or credit card (where available); or (5) provide instructions to effect electronic fund transfers.

FOURTH, that each Authorized Person is empowered and authorized to do all things each deems necessary or desirable to implement the foregoing Resolutions.

FIFTH, that MSSB may deal with any and all of the persons directly or indirectly empowered by foregoing Resolutions as though they are dealing with the Corporation directly.

AUTHORIZED PERSONS AND ENABLING RESOLUTIONS FOR CORPORATIONS  
(12/2014) NNAAAER

For Internal Use Only

| Branch No. | Account No. | Financial Advisor No. |
|------------|-------------|-----------------------|
| 5 5 9      | 0 7 6 9 3 8 | 8 2 9                 |

SIXTH, that the Secretary of Corporation (or other duly designated officer) is hereby authorized and empowered to certify to MSSB, under the seal of the Corporation or otherwise:

- (a) a true, correct and complete copy of these Resolutions;
- (b) specimen signatures of each Authorized Person and each Designated Person empowered by these Resolutions, if so requested by MSSB;
- (c) a certificate (which, if required by MSSB, shall be supported by an opinion of the general counsel of the Corporation, or other counsel satisfactory to MSSB) that the Corporation is duly organized and in good standing, that the corporate charter authorizes the action or business described in these Resolutions, and that no limitation has been imposed upon such powers by constitution, statute, regulation, charter, by-law or otherwise.

SEVENTH, that MSSB may rely upon any certification given in accordance with these Resolutions as continuing fully effective unless and until MSSB shall receive due written notice of an amendment, modification or rescission of such Resolutions or certification. Further resolved that MSSB shall not be liable for any action taken or not taken upon instruction of any Authorized Person or Designated Person prior to MSSB's actual receipt of written notice of the termination or impairment of such person's authority. The failure to supply any specimen signature shall not invalidate any transaction which is in accordance with authority previously granted. Further resolved that the Corporation shall indemnify and hold harmless MSSB and any of its subsidiaries and affiliates from any and all claims that a transaction was unauthorized or outside the scope of the Corporation's powers, if such transaction was authorized by any of the Authorized Persons or Designated Persons.

EIGHTH, that in the event of any change in the office or powers of persons hereby empowered, the secretary (or other duly designated officer), shall certify such changes to MSSB, in writing, which certification, when MSSB receives it, shall terminate the powers of the persons previously authorized and empower the persons thereby substituted in accordance with all the provisions of these Corporate Resolutions.

NINTH, that the Corporation hereby authorizes MSSB to charge any amount due to MSSB under any arrangement with the Corporation, against any or all of the accounts and other property of the Corporation held with MSSB or any of its affiliates, with the Corporation remaining liable for any deficiency and each Authorized Person or Designated Person is authorized and directed to pay to MSSB by checks and/or drafts drawn upon the funds of the Corporation such sums as may be necessary to discharge the Corporation's obligations to MSSB.

TENTH, Corporation agrees that MSSB may apply these Resolutions to any accounts in the name of the Corporation.

The following three (3) resolutions are applicable only to Native American Tribes:

ELEVENTH, that Section 15 of the Client Agreement is modified to include the following language: The Tribe agrees:

- (a) that binding arbitration shall be the exclusive formal remedy for all disputes, controversies or claims between the Tribe and MSSB, including its agents, assigns or Affiliates (collectively, "MSSB"), as further described in Section 15 of the Client Agreement;
- (b) that such arbitration shall provide final and binding resolution of any dispute between the parties;
- (c) that the Tribe expressly and irrevocably waives its immunity from suit as well as its rights to seek or exhaust tribal remedies and that the waiver granted herein includes the arbitration of disputes as contemplated by Section 15 of the Client Agreement, as well as any actions in any court of competent jurisdiction to compel arbitration and to enforce an arbitration award;
- (d) that the waivers of sovereign immunity and of the right to demand exhaustion of tribal remedies shall survive the expiration, termination or cancellation of the Client Agreement; and
- (e) that, if enforcement of an arbitration award or a judicial order becomes necessary by reason of failure of one or both parties to voluntarily comply, the Tribe waives its sovereign immunity from any final judgment or order of a court of competent jurisdiction enforcing an arbitration award.

For Internal Use Only

|            |             |                       |
|------------|-------------|-----------------------|
| Branch No. | Account No. | Financial Advisor No. |
| 5 5 9      | 0 7 6 9 3 8 | 8 2 9                 |

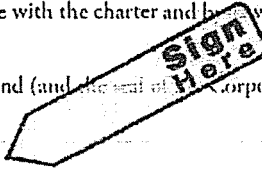
TWELFTH, that the Tribe certifies that none of the monies, securities, funds or other property invested or to be invested by the Tribe in accordance with the Client Agreement and this resolution, or paid or to be paid to MSSB in accordance with the Client Agreement and this resolution, constitute (a) funds held by the United States in trust for the Tribe or for members of the Tribe, or (b) funds obtained by the Tribe from the United States of America or any State government or agency for the purpose of carrying out projects or programs specified by the United States of America or any State government or agency, other than funds received by the Tribe, pursuant to one or more guarantee contracts with the United States Department of Housing and Urban Development ("HUD"), for the purpose of funding affordable housing activities under the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4101 et seq.).

THIRTEENTH, that the Tribe certifies, to the extent the Tribe is investing funds that are part of a tribal trust fund for minor members of the Tribe or subject to the requirements of a tribal trust fund or a HUD depository agreement, that investment instructions provided by the Tribe to MSSB with respect to such funds will comply with all legal requirements applicable to such funds.

**4. Certification of the Duly Authorized Officer of the Corporation**

I hereby certify that I am the Duly Authorized Officer of the Corporation named above, a corporation duly organized and existing under the laws of the State of Incorporation or other non-U.S. jurisdiction, that the Corporation is in good standing and qualified to do business in this state or other non-U.S. jurisdiction. I further certify that the Resolutions herein are a true, correct and complete copy of Resolutions duly adopted at a meeting of the Board of Directors of the Corporation held on the date specified below, at which meeting a quorum was present and voting; that such Resolutions are in accordance with the charter and bylaws of the Corporation, are in full force and effect and have not been amended, modified or rescinded.

IN WITNESS WHEREOF, I have hereunto affixed my hand (and the seal of the Corporation).



PRINT NAME OF DULY AUTHORIZED OFFICER

SIGNATURE OF DULY AUTHORIZED OFFICER

DATE (MM/DD/YYYY)

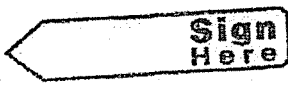
DATE OF MEETING OF BOARD OF DIRECTORS

**5. Authority of the Corporate Duly Authorized Officer**

The Corporation certifies that the Corporate Duly Authorized Officer, whose name appears above in the Certification, has been duly elected to and now holds that office and that the signature appearing opposite his or her name is his or her true signature.

PRINT NAME OF CERTIFYING PARTY

TITLE OF CERTIFYING PARTY



SIGNATURE OF CERTIFYING PARTY

DATE (MM/DD/YYYY)

© 2014 Morgan Stanley Smith Barney LLC. Member SIPC.

**Morgan Stanley**

AUTHORIZED PERSONS AND ENABLING RESOLUTIONS FOR CORPORATIONS  
(12/2014) NNAAAER

NNAAAER

NAO

PAGE 4 OF 4  
NY CS 8060860 12/14



Hoffman Estates Park District Foundation

8/14/2018 2:01 PM

Register: 10040 · Morgan Stanley #1172

From 01/01/2018 through 08/14/2018

Sorted by: Date, Type, Number/Ref

| <b>Date</b> | <b>Number</b> | <b>Payee</b> | <b>Account</b>           | <b>Memo</b>       | <b>Payment</b> | <b>C</b> | <b>Deposit</b> | <b>Balance</b> |
|-------------|---------------|--------------|--------------------------|-------------------|----------------|----------|----------------|----------------|
| 06/30/2018  |               |              | 47740 · Morgan Stanley   | Income & Distr... |                | X        | 2,909.74       | 196,565.74     |
| 06/30/2018  |               |              | 47740 · Morgan Stanle... | Service Charge    | 1,208.20       | X        |                | 195,357.54     |
| 06/30/2018  |               |              | 47740 · Morgan Stanle... | Unrealized Gai... | 3,510.05       | X        |                | 191,847.49     |
| 07/31/2018  |               |              | 47740 · Morgan Stanley   | Income & Distr... |                | X        | 472.55         | 192,320.04     |
| 07/31/2018  |               |              | 47740 · Morgan Stanle... | Unrealized Gai... |                | X        | 1,939.97       | 194,260.01     |
| 07/31/2018  |               |              | 47740 · Morgan Stanle... | Service Charge    | 613.71         | X        |                | 193,646.30     |

|                               | 12/31/2017        | 1/31/2018         | 2/28/2018         | 3/31/2018         | 4/30/2018         | 5/31/2018         | 6/30/2018         | 7/31/2018         | Year To Date  |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| Cash, BDP, MMFs               | 3,575.24          | 384.53            | 826.65            | 1,582.42          | 1,398.82          | 1,840.19          | 2,692.45          | 2,551.29          |               |
| EFTs & CEFs                   | 192,665.09        | 192,356.92        | 188,528.88        | 188,579.52        | 187,087.81        | 188,225.82        | 189,155.04        | 191,095.01        |               |
| Net Unsettled Purchases/Sales | (2,584.33)        | -                 |                   |                   |                   |                   |                   |                   |               |
|                               | <u>193,656.00</u> | <u>192,741.45</u> | <u>189,355.53</u> | <u>190,161.94</u> | <u>188,486.63</u> | <u>190,066.01</u> | <u>191,847.49</u> | <u>193,646.30</u> |               |
| Change from Prior Month       |                   | 914.55            | 3,385.92          | (806.41)          | 1,675.31          | (1,579.38)        | (1,781.48)        | (1,798.81)        | 9.70          |
| Unrealized Gain/Loss          |                   | (308.17)          | (3,828.04)        | 50.64             | (1,491.71)        | 1,138.01          | 929.22            | 1,939.97          | (1,570.08)    |
| Fees                          |                   | (606.41)          |                   |                   | (601.79)          |                   |                   | (613.71)          | (1,821.91)    |
| Income and Distributions      |                   | 0.03              | 442.12            | 755.77            | 418.19            | 441.37            | 852.26            | 472.55            | 3,382.29      |
|                               |                   | <u>0.00</u>       | <u>0.00</u>       | <u>(0.00)</u>     | <u>0.00</u>       | <u>0.00</u>       | <u>(0.00)</u>     | <u>0.00</u>       | <u>(0.00)</u> |



Hartford Community Bank  
Hartford Community Bank  
Palatine Bank & Trust

Banking for Bank & Trust Company, N.A.

Financial Center

Accounts

Pay and Transfer

Personal Finance

Customer Service

Quick Links

- Make a transfer
- Online documents
- Download banking transactions



Member FDIC

### Account Activity

[Print-Friendly View](#)

BRING IT HOME SAVINGS, \*1572, Available \$23,210.10

**BRING IT HOME SAVINGS, \*1572**

Starting balance: \$23,210.10 • Current balance:\$23,210.10 • Available balance:\$23,210.10 •

[View account information](#)

All completed transactions from 07/01/2018 to 07/31/2018

[Search your transaction history](#) • [Redisplay 30-day view](#)

There are no completed transactions to display for the date range selected.

[How Do I...](#) [Terms](#) [FAQs](#)

MEMORANDUM NO. F18-17

TO: FOUNDATION BOARD  
FROM: Trustee Spentzos, GNO Chair  
GNO Committee  
Peg Kusmierski  
RE: GNO Update  
DATE: April 6, 2018

---

**Background:**

The Friends of HE Parks Foundation began offering the Girls Night Out Fundraiser at 1<sup>st</sup> Place Sports Bar and Grill February 21, 2013. This year the GNO was held February 8, 2018. Next fiscal year's GNO is scheduled for some time in February 2019. At this time, no committee meeting has been scheduled.

9:32 AM

# Hoffman Estates Park District Foundation

04/06/18

## Profit & Loss

Accrual Basis

January 1 through April 6, 2018

|   | <u>Jan 1 - Apr 6, 18</u> |
|---|--------------------------|
| <b>Income</b>                                       |                          |
| 46800 · Girlfriend's Night Out                      |                          |
| 46800A · GNO Registration                           | 2,450.00                 |
| 46800B · Raffle Sales                               | 2,095.00                 |
| 46800C · Sponsorships                               | 100.00                   |
| 46800D · GNO Donations                              | 100.00                   |
|   | <hr/>                    |
| <b>Total 46800 · Girlfriend's Night Out</b>         | <b>4,745.00</b>          |
|   | <hr/>                    |
| <b>Total Income</b>                                 | <b>4,745.00</b>          |
|   | <hr/>                    |
| <b>Expense</b>                                      |                          |
| 66800 · Girlfriends Night Out Expenses              |                          |
| 66800B · GNO Food and Beverage Expense              | 792.00                   |
| 66800C · Misc. GNO Expense                          | 35.96                    |
| 66800E · GNO Banks                                  | 0.00                     |
|   | <hr/>                    |
| <b>Total 66800 · Girlfriends Night Out Expenses</b> | <b>827.96</b>            |
|   | <hr/>                    |
| <b>Total Expense</b>                                | <b>827.96</b>            |
|   | <hr/>                    |
| <b>Net Income</b>                                   | <b>3,917.04</b>          |
|   | <hr/> <hr/>              |

MEMORANDUM NO. F18-18

**TO:** FOUNDATION BOARD  
**FROM:** Gene Hiser, SRT Chairman  
Peg Kusmierski  
**RE:** SRT Update  
**DATE:** August 6, 2018

---

**Background:**

Each year the Friends of HE Parks offers the SRT Celebrity Golf Outing. This year's event was held June 6, 2018.

**Implications:**

This year's event saw 29 4-somes for revenue of \$14,700 keeping in mind that the Gold and Silver Sponsors receive a free 4-some for the event. We also had \$100 in dinner only, and had 9 Sponsors. Staff secured 14 hole Sponsors for a total revenue of \$3,500 (\$250 collected from Seasons 52 but not yet deposited into Quick Books) as well as in kind donations from Tito's Vodka, Divine Signs, Pepsi, Sysco Food Services, Tour Edge Golf and Town and County. A special thank you goes to Board President and Foundation Trustee Kaplan for his donation to cover the cost of the gift golf balls.

All in all, the event is expected to net \$12,230+ with an additional \$10,000 in sponsorships not tied to the SRT Golf Outing.

## Hoffman Estates Park District Foundation Profit & Loss Detail January through June 2018

| Type                                | Date       | Num    | Name                   | Memo               | Class | Cir | Split            | Amount    | Balance   |
|-------------------------------------|------------|--------|------------------------|--------------------|-------|-----|------------------|-----------|-----------|
| <b>Income</b>                       |            |        |                        |                    |       |     |                  |           |           |
| <b>46400 · Golf Outing Income</b>   |            |        |                        |                    |       |     |                  |           |           |
| <b>46400A · Sponsors</b>            |            |        |                        |                    |       |     |                  |           |           |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | Hole sponsor...    |       |     | 10000 · HECB ... | 3,250.00  | 3,250.00  |
| General Journal                     | 06/30/2018 | 635    | Seasons 52             | Seasons 52 - ...   |       |     | 11000 · Accou... | 250.00    | 3,500.00  |
| Total 46400A · Sponsors             |            |        |                        |                    |       |     |                  | 3,500.00  | 3,500.00  |
| <b>46400B · Golfers</b>             |            |        |                        |                    |       |     |                  |           |           |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | Golfers (73 @...   |       |     | 10000 · HECB ... | 10,950.00 | 10,950.00 |
| Deposit                             | 06/21/2018 |        | W-T Engineering        | 15 golfers         |       |     | 10000 · HECB ... | 2,250.00  | 13,200.00 |
| General Journal                     | 06/30/2018 | 630    | Craig Talsma           | Golfer             |       |     | 11000 · Accou... | 150.00    | 13,350.00 |
| General Journal                     | 06/30/2018 | 631    | W-T Engineering        | Golfer             |       |     | 11000 · Accou... | 150.00    | 13,500.00 |
| General Journal                     | 06/30/2018 | 632    | Tate & Lyle            | Foursome           |       |     | 11000 · Accou... | 600.00    | 14,100.00 |
| General Journal                     | 06/30/2018 | 633    | Better Business Bur... | Foursome           |       |     | 11000 · Accou... | 600.00    | 14,700.00 |
| Total 46400B · Golfers              |            |        |                        |                    |       |     |                  | 14,700.00 | 14,700.00 |
| <b>46400C · Silent Auction</b>      |            |        |                        |                    |       |     |                  |           |           |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | PM CC charges      |       |     | 10000 · HECB ... | 4,002.00  | 4,002.00  |
| Deposit                             | 06/21/2018 |        | Miscellaneous          | #4 Toews photo     |       |     | 10000 · HECB ... | 100.00    | 4,102.00  |
| Deposit                             | 06/21/2018 |        | Miscellaneous          | #5 Arrowhead...    |       |     | 10000 · HECB ... | 120.00    | 4,222.00  |
| Deposit                             | 06/21/2018 |        | Miscellaneous          | #6 Randall O...    |       |     | 10000 · HECB ... | 125.00    | 4,347.00  |
| General Journal                     | 06/30/2018 | 636    | Miscellaneous          | Final Auction I... |       |     | 11000 · Accou... | 345.00    | 4,692.00  |
| General Journal                     | 06/30/2018 | 636R   | Miscellaneous          | Final Auction I... |       |     | 11000 · Accou... | -345.00   | 4,347.00  |
| General Journal                     | 06/30/2018 | 637    | Miscellaneous          | Final auction i... |       |     | 11000 · Accou... | 150.00    | 4,497.00  |
| Total 46400C · Silent Auction       |            |        |                        |                    |       |     |                  | 4,497.00  | 4,497.00  |
| <b>46400E · Donations</b>           |            |        |                        |                    |       |     |                  |           |           |
| Deposit                             | 04/27/2018 | 110643 | Glen Dailey            | G. Dailey          |       |     | 10000 · HECB ... | 100.00    | 100.00    |
| Deposit                             | 05/25/2018 |        | Miscellaneous          | Powers to Gol...   |       |     | 10000 · HECB ... | 100.00    | 200.00    |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | Barb Triphahn      |       |     | 10000 · HECB ... | 100.00    | 300.00    |
| Total 46400E · Donations            |            |        |                        |                    |       |     |                  | 300.00    | 300.00    |
| <b>46400F · Raffle ticket sales</b> |            |        |                        |                    |       |     |                  |           |           |
| Deposit                             | 06/07/2018 |        | Miscellaneous          | Hole #7            |       |     | 10000 · HECB ... | 1,060.00  | 1,060.00  |
| Deposit                             | 06/07/2018 |        | Miscellaneous          | Hole #11           |       |     | 10000 · HECB ... | 840.00    | 1,900.00  |
| Deposit                             | 06/07/2018 |        | Miscellaneous          | Hole #17           |       |     | 10000 · HECB ... | 590.00    | 2,490.00  |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | AM raffle tix s... |       |     | 10000 · HECB ... | 625.00    | 3,115.00  |
| Deposit                             | 06/14/2018 |        | Miscellaneous          | AM mulligan s...   |       |     | 10000 · HECB ... | 330.00    | 3,445.00  |
| Deposit                             | 06/21/2018 |        | Miscellaneous          | PM Ticket sales    |       |     | 10000 · HECB ... | 50.00     | 3,495.00  |
| Total 46400F · Raffle ticket sales  |            |        |                        |                    |       |     |                  | 3,495.00  | 3,495.00  |

## Hoffman Estates Park District Foundation Profit & Loss Detail January through June 2018

| Type  | Date       | Num  | Name                    | Memo              | Class | Clr | Split            | Amount           | Balance          |
|---|------------|------|-------------------------|-------------------|-------|-----|------------------|------------------|------------------|
| <b>46400G · Dinner Only</b>                 |            |      |                         |                   |       |     |                  |                  |                  |
| Deposit                                     | 06/14/2018 |      | Miscellaneous           | Mehr (2 ea)       |       |     | 10000 · HECB ... | 100.00           | 100.00           |
| Total 46400G · Dinner Only                  |            |      |                         |                   |       |     |                  | 100.00           | 100.00           |
| Total 46400 · Golf Outing Income            |            |      |                         |                   |       |     |                  | 26,592.00        | 26,592.00        |
| Total Income                                |            |      |                         |                   |       |     |                  | 26,592.00        | 26,592.00        |
| <b>Expense</b>                              |            |      |                         |                   |       |     |                  |                  |                  |
| <b>66400 · Golf Outing Expenses</b>         |            |      |                         |                   |       |     |                  |                  |                  |
| <b>66400A · Food and Beverage</b>           |            |      |                         |                   |       |     |                  |                  |                  |
| Check                                       | 06/15/2018 | 1178 | Bridges of Poplar Cr... | SRT Lunch fo...   |       |     | 10000 · HECB ... | 708.00           | 708.00           |
| Check                                       | 06/15/2018 | 1178 | Bridges of Poplar Cr... | Bev Tix for 362   |       |     | 10000 · HECB ... | 362.00           | 1,070.00         |
| Check                                       | 06/15/2018 | 1178 | Bridges of Poplar Cr... | Buffet for 149    |       |     | 10000 · HECB ... | 2,980.00         | 4,050.00         |
| Total 66400A · Food and Beverage            |            |      |                         |                   |       |     |                  | 4,050.00         | 4,050.00         |
| <b>66400B · Gift Cards and Prizes</b>       |            |      |                         |                   |       |     |                  |                  |                  |
| Check                                       | 05/17/2018 | 1166 | Calaway Golf            | SRT Tee Gift ...  |       |     | 10000 · HECB ... | 2,428.10         | 2,428.10         |
| Check                                       | 06/12/2018 | 1175 | Calaway Golf            | SRT Tee Gifts...  |       | X   | 10000 · HECB ... | 0.00             | 2,428.10         |
| Check                                       | 06/12/2018 | 1176 | Jim DePasquale          | Sports Auction    |       |     | 10000 · HECB ... | 3,340.00         | 5,768.10         |
| Check                                       | 06/15/2018 | 1178 | Bridges of Poplar Cr... | Hole Gifts        |       |     | 10000 · HECB ... | 375.00           | 6,143.10         |
| Check                                       | 06/15/2018 | 1181 | Calaway Golf            | 50 additional ... |       |     | 10000 · HECB ... | 1,198.00         | 7,341.10         |
| General Journal                             | 06/30/2018 | 629  | Craig Talsma            | Direct Order      |       |     | 11000 · Accou... | -150.00          | 7,191.10         |
| Total 66400B · Gift Cards and Prizes        |            |      |                         |                   |       |     |                  | 7,191.10         | 7,191.10         |
| <b>66400C · Print/Advertise Golf Outing</b> |            |      |                         |                   |       |     |                  |                  |                  |
| Check                                       | 06/01/2018 | 1170 | Hoffman Estates Pa...   | Trifolds          |       |     | 10000 · HECB ... | 117.51           | 117.51           |
| Total 66400C · Print/Advertise Golf Outing  |            |      |                         |                   |       |     |                  | 117.51           | 117.51           |
| <b>66400D · Banks</b>                       |            |      |                         |                   |       |     |                  |                  |                  |
| Check                                       | 05/15/2018 | 1165 | Mary Wolff              | SRT Raffle Pr...  |       |     | 10000 · HECB ... | 575.00           | 575.00           |
| Deposit                                     | 06/07/2018 |      | Miscellaneous           | Return of SR...   |       |     | 10000 · HECB ... | -575.00          | 0.00             |
| Total 66400D · Banks                        |            |      |                         |                   |       |     |                  | 0.00             | 0.00             |
| <b>66400E · Golf Carts &amp; Equipment</b>  |            |      |                         |                   |       |     |                  |                  |                  |
| Check                                       | 06/01/2018 | 1172 | Hoffman Estates Pa...   | Best Hole In ...  |       |     | 10000 · HECB ... | 515.00           | 515.00           |
| Check                                       | 06/15/2018 | 1178 | Bridges of Poplar Cr... | BPC Carts for...  |       |     | 10000 · HECB ... | 2,682.00         | 3,197.00         |
| Total 66400E · Golf Carts & Equipment       |            |      |                         |                   |       |     |                  | 3,197.00         | 3,197.00         |
| Total 66400 · Golf Outing Expenses          |            |      |                         |                   |       |     |                  | 14,555.61        | 14,555.61        |
| Total Expense                               |            |      |                         |                   |       |     |                  | 14,555.61        | 14,555.61        |
| Net Income                                  |            |      |                         |                   |       |     |                  | <u>12,036.39</u> | <u>12,036.39</u> |



**MEMORANDUM NO. F18-19**

**TO:** FOUNDATION BOARD  
**FROM:** Lili Kilbridge, Uncorked/Untapped Committee  
Advertising & Sponsor Manager Graham  
**RE:** Uncorked and Untapped Wine/Beer Event Update  
**DATE:** August 7, 2018

---

**Background:**

Each year the Friends of HE Parks offers an Uncorked/Untapped Wine/Beer Event in September that is held in the outdoor Event Area at Bridges of Poplar Creek. At the January 31, 2018 Quarterly Meeting, the event date of September 14, 2018 was chosen and confirmed with Bridges of Poplar Creek.

**Implications:**

This year's sponsors are all locked in. We are happy to have back Seasons 52, Coopers Hawk, Pinstripes and The Lucky Monk. We have a new addition this year, Granite City Brew. We have redesigned the Reverse Raffle Tickets to follow the current brand and have placed that order. Tickets were prepared and distributed to the board the week of Aug 13<sup>th</sup>. The committee has decided on the stemless glass with the logo in color for the gift this year. Registration forms have already been emailed out so please start promoting the great event. We sent out 180 letters to past participants with the registration forms the first week in Aug. Additional raffle prizes have been determined and collected.

## Hoffman Estates Park District Foundation Profit & Loss Detail July 1, 2017 through April 6, 2018

| Type   | Date       | Num    | Name                    | Memo              | Class | Clr | Split            | Amount   | Balance  |
|--|------------|--------|-------------------------|-------------------|-------|-----|------------------|----------|----------|
| <b>Income</b>                                |            |        |                         |                   |       |     |                  |          |          |
| 46601 · Uncorked and Untapped Revenues       |            |        |                         |                   |       |     |                  |          |          |
| 46601A · Registration Revenue                |            |        |                         |                   |       |     |                  |          |          |
| Deposit                                      | 10/06/2017 | 109494 | Miscellaneous           | Registration t... |       |     | 10000 · HECB ... | 3,125.00 | 3,125.00 |
| Deposit                                      | 11/16/2017 | 47064  | HEPD                    | W-T Participa...  |       |     | 10000 · HECB ... | 180.00   | 3,305.00 |
| Total 46601A · Registration Revenue          |            |        |                         |                   |       |     |                  | 3,305.00 | 3,305.00 |
| 46601D · Reverse Raffle Sales                |            |        |                         |                   |       |     |                  |          |          |
| Deposit                                      | 10/06/2017 | 109494 | Michael Fredrickson     | Reverse Raffl...  |       |     | 10000 · HECB ... | 5,100.00 | 5,100.00 |
| Deposit                                      | 11/16/2017 | 47064  | HEPD                    | W-T RR sales      |       |     | 10000 · HECB ... | 500.00   | 5,600.00 |
| Total 46601D · Reverse Raffle Sales          |            |        |                         |                   |       |     |                  | 5,600.00 | 5,600.00 |
| 46601F · Uncorked Donations                  |            |        |                         |                   |       |     |                  |          |          |
| Deposit                                      | 09/22/2017 | 2071   | J.V. Dailey             | Donation          |       |     | 10000 · HECB ... | 100.00   | 100.00   |
| Total 46601F · Uncorked Donations            |            |        |                         |                   |       |     |                  | 100.00   | 100.00   |
| Total 46601 · Uncorked and Untapped Revenues |            |        |                         |                   |       |     |                  | 9,005.00 | 9,005.00 |
| Total Income                                 |            |        |                         |                   |       |     |                  | 9,005.00 | 9,005.00 |
| <b>Expense</b>                               |            |        |                         |                   |       |     |                  |          |          |
| 66601 · Uncorked and Untapped Wine Even      |            |        |                         |                   |       |     |                  |          |          |
| 66601A · Wine Event Banks                    |            |        |                         |                   |       |     |                  |          |          |
| Check  | 08/28/2017 | 1126   | Mary Wolff              | 9.15.17 Banks     |       |     | 10000 · HECB ... | 400.00   | 400.00   |
| Deposit                                      | 09/22/2017 |        | Miscellaneous           | Return of Banks   |       |     | 10000 · HECB ... | -400.00  | 0.00     |
| Total 66601A · Wine Event Banks              |            |        |                         |                   |       |     |                  | 0.00     | 0.00     |
| 66601B · Food and Beverage                   |            |        |                         |                   |       |     |                  |          |          |
| Check  | 10/02/2017 | 1134   | Bridges of Poplar Cr... | 2017 Uncorked     |       |     | 10000 · HECB ... | 1,772.97 | 1,772.97 |
| Total 66601B · Food and Beverage             |            |        |                         |                   |       |     |                  | 1,772.97 | 1,772.97 |
| 66601C · Advertising/Raffle Tickets          |            |        |                         |                   |       |     |                  |          |          |
| Check  | 08/02/2017 | 1124   | Hoffman Estates Pa...   | Cost of RR Tix    |       |     | 10000 · HECB ... | 75.54    | 75.54    |
| Total 66601C · Advertising/Raffle Tickets    |            |        |                         |                   |       |     |                  | 75.54    | 75.54    |
| 66601D · Miscellaneous                       |            |        |                         |                   |       |     |                  |          |          |
| Bill   | 07/31/2017 |        | Bridges of Poplar Cr... |                   |       |     | 20000 · Accou... | 346.00   | 346.00   |
| Check  | 09/15/2017 | 1127   | Kaiser Brothers         | Band              |       |     | 10000 · HECB ... | 300.00   | 646.00   |
| Total 66601D · Miscellaneous                 |            |        |                         |                   |       |     |                  | 646.00   | 646.00   |

10:10 AM

04/06/18

Accrual Basis

**Hoffman Estates Park District Foundation**  
**Profit & Loss Detail**  
 July 1, 2017 through April 6, 2018

| Type  | Date       | Num  | Name           | Memo            | Class | Clr | Split            | Amount          | Balance         |
|---|------------|------|----------------|-----------------|-------|-----|------------------|-----------------|-----------------|
| <b>66601E · Reverse Raffle Prize</b>          |            |      |                |                 |       |     |                  |                 |                 |
| Check   | 09/15/2017 | 1128 | Patti Starke   | RR Prize.Don... |       |     | 10000 · HECB ... | 400.00          | 400.00          |
| Check   | 09/15/2017 | 1129 | Deb Armstrong  | RR Prize. Do... |       |     | 10000 · HECB ... | 400.00          | 800.00          |
| Check   | 09/15/2017 | 1130 | Joy Talsma     | RR Winner       |       |     | 10000 · HECB ... | 500.00          | 1,300.00        |
| Check   | 09/15/2017 | 1131 | Julie Triphahn | RR Prize. Do... |       |     | 10000 · HECB ... | 400.00          | 1,700.00        |
| Check   | 09/15/2017 | 1132 | Bob Schmidt    | RR Prize        |       |     | 10000 · HECB ... | 500.00          | 2,200.00        |
| Total 66601E · Reverse Raffle Prize           |            |      |                |                 |       |     |                  | 2,200.00        | 2,200.00        |
| Total 66601 · Uncorked and Untapped Wine Even |            |      |                |                 |       |     |                  | 4,694.51        | 4,694.51        |
| Total Expense                                 |            |      |                |                 |       |     |                  | 4,694.51        | 4,694.51        |
| <b>Net Income</b>                             |            |      |                |                 |       |     |                  | <b>4,310.49</b> | <b>4,310.49</b> |

**MEMORANDUM NO. F18-20**

**TO: FOUNDATION BOARD**  
**FROM: Peg Kusmierski**  
**RE: New Event/Development Committee**  
**DATE: August 6, 2018**

---

**Background:**

At the May 23 Quarterly Meeting memorandum F18-15 was included to review the restructuring of the committees.

**Implications:**

At that time it was recommended to dissolve the Corporate Giving Committee and create a New Event/Development Committee to evaluate the changing population in the park district and the direction of fund raising for the Foundation.

This committee has not yet met.

**MEMORANDUM NO. F18-15**

**TO: Foundation Board**  
**FROM: Trustee Talsma**  
**RE: Restructure of Committees**  
**DATE: May 8, 2018**

---

**Background:**

At the May 1, 2018 Executive Committee Foundation Meeting, the committee determined that they needed to review and revise the committee structure both for the Board Recruitment and Inventory and New Events.

**Implications:**

Discussion ensued regarding mentoring new trustees versus an orientation process that would educate the new trustees on their roles as trustees and the Foundation's policies, By Laws, budget, committees, calendar, etc.

The Executive Committee's consensus was to establish a Recruitment Package that would include items such as the flyer for the Foundation Events and Giving Tree, information on who the Foundation is and what the Foundation does, quick Bios for the current Trustees, and a short Fact Sheet on the Foundation.

Once there was confirmed interest in becoming a board member, the Chairman would contact the new board member and take them through an orientation process that included the History of the Foundation, copy of the By Laws, Policies and Procedures, Budget and review of committees and a commitment to a committee preferably prior to their attendance at their first Quarterly Meeting.

Discussion continued to include the dissolution of the Corporate Giving Committee and instead to create a committee to market to and create events for the changing population in the park district beginning with the 50+ demographic. This new committee would review the viability of the present events (GNO, SRT, Uncorked) and take a look at new ideas to encourage new participation at events that might lead to a more diversified offering to the residents of Hoffman Estates and better acknowledgement of the Foundation as a whole.

**Recommendation:**

This is for your information and presented for discussion

FOUNDATION COMMITTEE SIGN UP

Please line out your name to remove yourself from committee/Please add name to list to join committee

|                           |
|---------------------------|
| <b>Girls Night Out</b>    |
| Lisa Spentzos, Chair      |
| Kathy Musial              |
| Georgeanna Mehr           |
| Lili Kilbridge            |
| Sue Triphahn              |
| Deb Dobbertien            |
| Carina Graham             |
| Peg Kusmierski            |
|                           |
|                           |
|                           |
| <b>SRT Golf Committee</b> |
| Gene Hiser, Chair         |
| Troy Triphahn             |
| Sue Triphahn              |
| Mike Rossiaky             |
| Robert Kaplan             |
| Ron Evans                 |
| Brad Seymour              |
| Carina Graham             |
| Peg Kusmierski            |
| Craig Talsma              |
| Brian Bechtold            |
|                           |
|                           |
|                           |
| <b>Uncorked/Untapped</b>  |
| Lili Kilbridge, Chair     |
| Georgeanna Mehr           |
| Kathy Musial              |
| Lisa Spentzos             |
| Ron Evans                 |
| Sue Triphahn              |
| Carina Graham             |
| Peg Kusmierski            |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |
|                           |

|                              |
|------------------------------|
| <b>Investment (ADHOC)</b>    |
| Gene Hiser, Chair            |
| Georgeanna Mehr              |
| Kathy Musial                 |
| Troy Triphahn                |
| Craig Talsma                 |
|                              |
|                              |
|                              |
|                              |
|                              |
| <b>Recruitment</b>           |
| Troy Triphahn, Chair         |
| Georgeanne Mehr              |
| Lili Kilbridge               |
| Linda Dressler               |
| Mike Rossiaky                |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
| <b>New Event/Development</b> |
| Linda Dressler               |
| Georgeanna Mehr              |
| Sue Triphahn                 |
| Mike Rossiaky                |
| Ron Evans                    |
| Craig Talsma                 |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |
|                              |

|               |             |
|---------------|-------------|
| <b>EVENTS</b> |             |
| 2011          |             |
| Casino        | 4/8         |
| Brite Hope    | 5/14        |
| Golf          | 7/28        |
| Wine          | 9/9         |
|               |             |
| 2012          |             |
| Hold'em       | 2/24        |
| SRT           | 7/26        |
| Wine          | 9/21        |
|               |             |
| 2013          |             |
| Chgo Soul     | 2/8         |
| GNO           | 2/21        |
| SRT           | 6/26        |
| Wine          | 9/6         |
|               |             |
| 2014          |             |
| GNO           | 2/20        |
| SRT           | 6/25        |
| Splish        | 7/18        |
| Wine          | 9/19        |
|               |             |
| 2015          |             |
| GNO           | 2/19        |
| SRT           | 6/17        |
| Splish        | 7/17 cancel |
| Wine          | 9/18        |
|               |             |
| 2016          |             |
| GNO           | 2/16        |
| SRT           | 6/15        |
| Splish        | 7/15        |
| Wine          | 9/16        |
|               |             |
| 2017          |             |
| GNO           | 2/16        |
| SRT           | 6/14        |
| Wine          | 9/15        |
|               |             |
| 2018          |             |
| GNO           | 2/8         |
| SRT           | 6/6         |
| Wine          | 9/15        |
|               |             |