

August 8, 2020

MEMORANDUM

To: Board of Commissioners
From: Lisa Sprinkle, Marketing Coordinator
Re: August Staff Report

Executive Director (Mary Ellen Wuellner)

- Ryan Anderson has been hired as the first full-time District/Foundation shared Grants & Development Officer. Ryan will be writing grants for both the District and Foundation while also working closely with Foundation members to raise private funds for various projects around the preserves. Ryan has a background in museum studies and has worked for the Indiana State Museum and the Amish Heritage Museum in Douglas County. He will begin work on September 2.
- On August 4, Doug Mills facilitated a Dragonflies at Pt. Pleasant presentation on Zoom for donors and volunteers who have supported the wetland restoration project. A hike had been planned for July but was canceled due to COVID. Fourteen supporters attended the highly engaging virtual presentation.
- As much of my time over the last month has been devoted to referendum education matters, I appreciate the work of the staff in keeping projects, personnel-related issues, and financial work moving along with little input from me. Thank you, team.

Planning and Construction Department (Mike Daab and Mike Fry)

- *We have made great progress on the OSLAD Peninsula project.* The bids for the shelter materials and concrete pads have been awarded. The Construction Department has poured approximately three hundred feet (out of a total 800+ feet) of accessible concrete sidewalks so far. Since the project has started, we have poured 70 cubic yards, or the equivalent of 3800 square feet. Additionally, three concrete pads for benches with companion seating, and two picnic table/grill pads have been installed. ADA parking spaces were completed the week of August 3. We have reclaimed the base material from the parking lot that will be the location of the new shelter. This material is being used as compacted fill under our concrete. It reduces our overall cost, and is environmentally responsible.
- The Construction Department has been participating in the three part IPRA/IAPD Diversity, Equity, and Inclusion roundtable conversation. We have found it to be a welcoming format that is inviting as well as enlightening while dealing with a difficult subject.
- The Construction Department has installed more hole sponsor signs on the golf course.
- The design of Phase I and IIA KRT amenities by Engineering Resource Associates (ERA) through the IL Transportation Enhancement Program (ITEP) grant awarded in 2018 is underway.
- Staff met with Lake Flato Architects to discuss the next steps in the Homer Lake Interpretive Center concept design. This meeting was focused on building site alternatives.
- Planning staff has been meeting with departments to discuss capital planning for 2021 and beyond, as we prepare for 2021 budget proposals and also a 5-year capital improvement plan.

Business and Finance (John Baker)

- Welcomed Blair Balbach to the Assistant Finance Director role on July 27. We started to work on purchasing cards processing, resolving vendor issues, bank reconciliations, securing access

for her on all District bank and financial accounts, preparing budget forms for staff submission of the 2021 budget. Blair is reviewing District financial procedures and updating these as we go. She voraciously reads training and related materials to learn about all of the work of the business and finance section. In her first two weeks Blair has already started to positively impact the business and finance activities.

- Posted the part-time purchasing assistant position.
- Received, reviewed and approved the Forest Preserve Friends Foundation 2019 audit.
- Finished field work preparations for the 2019 District Audit and have responded to questions and information requests ever since. Our discussions have particularly focused on capital assets, explaining golf revenues and year-over-year variances in revenues and expenditures
- Distributed 2021 operating budget forms to departments for 2021 budget preparations.
- Worked through several reconciliation issues, as well as vendor issues. One consequence of the swift staff turnover in the spring and employing temporary staff is that we have had more than the usual number of corrections to make in various areas. Once the 2019 audit is completed, business and finance employees will be reviewing the 2020 detail to identify any necessary corrections so that these initial seven months of the year are in good shape for the 2020 audit.
- Discussed 2020 assessed valuations with Paula Bates, County Assessor, as well as property tax distribution amounts and timing with Marisol Hughes, County Treasurer. The county continues to hold a larger portion of taxes collected for the District than the expected ten percent.
- Zoomed with Mary Ellen, Chapman Cutler bond counsel Kyle Harrison and Cedric Gordon, and with Aaron Ammons and Michelle Jett from the County Clerk's office for information regarding referendum ballot language and procedures for the referendum question.
- Appreciated Renee Gaines' work as temporary financial assistant for the past four months. Renee helped with journaling and reconciliation through August 7. She was a pleasure to work with, good natured, and always willing to assist.

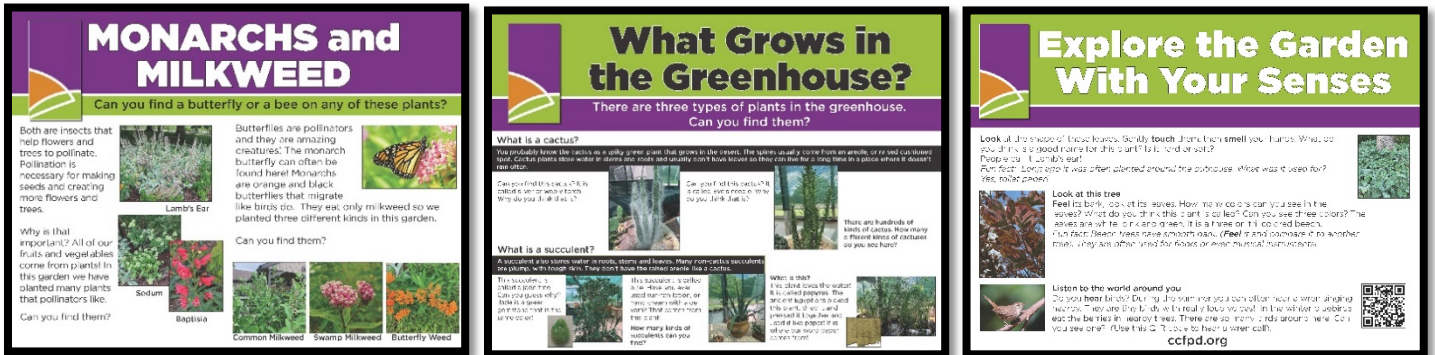
Human Resources (Dara Edgington)

- Several annual administration duties were taken care of this month, including filing Affordable Care Act fees and participating in Section 125 discrimination testing as required by IRS regulations.
- Preparations for annual health insurance open enrollment have begun. Thus far, it looks as though we can expect no increase to health insurance premiums for 2021 and *may* even see a slight decrease due to our experience data being so low.
- IAPD hosted a "High-Focus Communication" webinar which I attended and found most useful.
- We recently held annual AED/CPR/First Aid training. Our vendor was able to conduct two socially-distanced sessions, each attended by roughly 10 employees.
- During the month of July, staff were working very hard in the field, as is evident by the numerous injury reports received, including poison ivy, locust thorns, spider bites, and ticks.

Marketing (Lisa Sprinkle)

- Dave Leake and Lisa were live on CiLiving in early August to talk about the Perseid meteor showers.
- Lisa worked with the Museum and Education staff to update the 2020-21 *Expanding the Classroom* brochure. This brochure details the field trips and other resources the District offers to schools throughout the county.

- Activity signs were created for the Museum of the Grand Prairie to display throughout the Botanical Garden. We developed five signs, *What Grows in the Greenhouse?*, *Monarchs and Milkweed*, *Explore the Garden with your Senses*, *Discover the Garden*, and *Yesterday School*.



- Social media monthly numbers continue to increase as individuals are finding more online outlets to learn about District offerings and share information.

	FACEBOOK	+/-	INSTAGRAM	+/-	TWITTER	+/-
CCFPD	4,481	+126	1,795	+100	528	+3
KRT	2,921	+40	80	+11	122	+2
MGP	3,811	+79	1074	+18	215	+5
HLIC	1,699	+115				
GC	1,529	+33	262	+8	80	+0
FPPF	244	+10				

Volunteer Coordinator (Sue Gallo)

- Sue created a volunteer policy draft and the Volunteer Committee reviewed it. Edits and changes are underway.
- Sue initiated a new invasive plant removal training video for volunteers with support from Homer Lake Interpretive Center and Natural Resources staff.
- Mike Daab and Sue met and discussed past volunteer stewardship training and whether this was effective for recruiting site stewards in the future.
- A survey was conducted to learn more about what volunteers like and are comfortable with in this COVID time regarding volunteer appreciation.
- Matt Kuntz and the Middle Fork team met with Sue to discuss past and current volunteer interactions and future volunteer need.
- Finally, I forgot to include that last month I attended a remote central Illinois volunteerism conference and a nationwide *Volunteer Engagement in the Time of COVID* meeting.

Natural Resources (Peter Goodspeed)

- In July, invasive species control continued with:
 - Chinese bush clover at Homer Lake and Middle Fork River Forest Preserves
 - Phragmites control along the shoreline of Sunset Lake at River Bend Forest Preserve
 - Canada thistle control at all of the preserves and along the KRT
 - Teasel control at Buffalo Trace and along the KRT

- At Pt. Pleasant, the Department prepared the area for the weir (low dam) construction by removing several trees and invasive woody brush along the edge of the effluence canal. The site is now accessible to heavy equipment for the installation of the weir that will raise the water level of the Pt. Pleasant wetland by several feet. (photo below)



- Other hazardous tree removal has been ongoing with the recent intense storms moving through the region. Furthermore, Natural Resources has contracted out the removal of 20 hazardous dead ash trees and plans to address more individual hazardous trees with the remainder of the NR 2020 budget.
- Mowing in our 40 acres of recent plantings has been ongoing to control the annual and perennial weeds and allow the native plants to receive more light and establish.
- Toward the end of July, seed collection began with the collection of Ohio spiderwort, yellow pimpernel, woodland brome, fowl manna grass, wild dill and blue cohosh.

Lake of the Woods Golf Course (Chris Edmondson and Joie Torres)

- July continued to be a very strong month for the game of golf and participation at Lake of the Woods. Our revenue for the month was \$121,593.95. This was \$10,000 above what we made in July of 2019 and \$18,000 above our 5-year average. We had a total player count of 5,844. This is the highest July player count since 2009. The course conditions, along with good weather (plenty of precipitation at the right times and not too hot), have been the main reasons for the increase. We hope to keep this trend going through 2020 to make up for lost revenue in April and May.
- Unfortunately, the month started off on a sour note, as the course was vandalized in the overnight hours of July 3-4. Someone used a personal golf cart or Cushman type vehicle to drive across several of the greens on the 18-hole course and the Par 3. Luckily, the vehicle was not extremely heavy and the treads on the tires were not thick, so the most damage occurred to the cups and flagsticks that were run over and broken. The greens sustained some cosmetic damage that healed in a couple of days. The worst green damage was on hole 3, where there were some ruts left on a wet portion of the backside of that green. This area healed up within a week or so after being repaired by the maintenance staff.
- The bunker renovation project was completed early in the month. It was a hotter and drier portion of the month, so we did have some issues with sod that did not survive and will need to be replaced. Overall, the bunkers are a major improvement to the Front 9 and we are hoping to

tackle a similar project for the Back 9 in 2021. These renovated bunkers will be much easier to maintain, provide a more aesthetically pleasing look, and improve playability for all skill levels.

- With the move to Phase 4, we were able to host golf clinics, camps, and events in restricted forms. We had a full Junior Golf Camp, with 25 participants once again. This annual camp is held the second week of July, from 8:00 a.m. to noon each day, and focuses on all aspects of the golf game (swing, putting, rules, etiquette, etc.).
- We held our first tournament of the season on July 30, the Junior Open. We had 62 kids participate in the rain-soaked event this year, ranging from ages 5 up to 17. This was the most players in the event since 2015. Having the Par 3 course in good, playable condition really helped to attract more kids to the event.
- We also hosted our first large golf outing of the season, as well. With the restrictions in place, no more than 50 people are allowed to gather, so we are required to either use tee-times or get creative with the starting format. For the Mahomet-Seymour Bulldog Open, we went to 2 waves of starting times with 50 in each. The first wave teed off at 8:00 a.m. and were finished around noon. The next wave started at 2:00 p.m. Both flights were given prepackaged to-go meals upon completion of play for their flight. It was a unique way to hold an event, but we adapted to the current state of restrictions, and felt it was a success.
- Finally, the Golf Committee met on July 9 for the first time since the pandemic hit. It was great to get feedback on the improvements we have made and the steps we see needed for improvement moving forward. We discussed some volunteer opportunities for the coming months, while keeping gathering limitations and social distancing in mind (painting, weed removal, fall clean-up).
- We had an irrigation failure due to lightning striking a variable frequency drive valve that controls the two main pumps. Illinois Pump was called as an emergency to get the system up and running during the early dry spell that we had in July. During that time with the irrigation down we lost the new sod on hole #6 fairway bunker. Maintenance staff will be replacing the sod next week during cooler temperature and will lay sod on the rest of the bunkers where it is needed.
- Greens # 9 and # 18 have been hit this summer with isolated dry spots and algae. Maintenance staff will be needle tining those greens, top dressing, and over seeding. Joie will be applying a fungus application to knock down the algae to establish new turf growth. Overall, we are all pleased with the course condition this season!

Museum and Education Department (Barb Garvey and Pam Leiter)

- Starting July 8, the Homer Lake Interpretive Center (HLIC) opened to the public on a limited basis (Wed-Fri, 1-5pm). It has gone very well, and in August hours are expanded to Tues-Fri, 1-5pm until further notice.
- On July 8, the Museum of the Grand Prairie (MGP) also reopened to the public on a limited basis and operations have gone very smoothly. Necessary safety precautions are being followed both by staff and visitors. Only being open 3 days a week on limited hours, the museum has seen just over 125 visitors in the month of July. Beginning August 4, the museum will expand its hours to being open 1-5 pm Tuesday-Saturday.
- All staff members helped facilitate reopening the museum, working to create a task list, safety measures and rules of behavior during this COVID-19 period. Collections staff removed interactives and stored them, and the public program staff determined cleaning and sign up protocols.

- The water feature at the Interpretive Center’s birdfeeder area was featured in a video on The Pond Guy’s famous YouTube channel!
- Pam Leiter was recognized as a local expert in the Visit Champaign County *Experience Guide*, August 2020, in a feature about natural spaces and how to explore them. The Dark Sky at Middle Fork was featured on the same page. The MGP was mentioned in the article about digging into local history.
- Work on the HLIC conceptual plan project continues. An online public input session facilitated by Lake Flato was held on the evening of July 8. An interpretive theme workshop is being planned with Taylor Studios in September.
- Jennifer Wick assisted in hosting a virtual letterboxing event at HLIC in place of the annual Homerdoodle event, with volunteers Jill Robbins and Mary Voudrie. We had 22 participants from 11 different states.
- Jennifer also set up story walk July 13-26 along Timberdoodle Trail outside the Homer Lake Interpretive Center and received a lot of positive feedback!
- Jennifer worked with Sue Gallo to make a video for volunteers about managing invasive sweet clover.
- Jennifer Wick and Sandy Osborne have now delivered videos to all the libraries where they usually deliver programs in-house to supplement summer reading programs.
- On July 16, Pat Cain kicked off a new virtual concert series at the museum titled “Soloists for Suffrage.” As a partial replacement to the standard CCFPD Summer Concert Series, this virtual concert series is tied to the museum’s special exhibit on woman suffrage and women’s rights. The series will feature four local female solo artists who will perform intimate sets that will be streamed live to the MGP Facebook and YouTube pages from July – October. The first event featured Anka Radley a.k.a. “The Dawn Patrol.”
- On July 20, Pat Cain and Peter Goodspeed presented an outdoor program in St. Joseph’s Kolb Park about the KRT to the St. Joseph Village Gardeners. Pat discussed the history associated with the KRT while Peter discussed the natural resources the KRT provides as well as how those resources are managed.
- Pat Cain is continuing to host Museum Mondays as Facebook Live events this year. He appears live and talks about pieces in the museum’s collection that are related to a topic, shows relevant video from other sources, and then does an activity related to the topic. July topics included Toy Stories, Ice Cream, Kites for Kids, and Rock the Vote.
- Pat Cain coordinated with Sandy Osborne and volunteers, Sandy Lu Newport and Judy Pece, to premiere the museum’s popular Summer in the Schoolhouse lessons virtually for the first time. Each of the three school marms were filmed in the schoolhouse providing 19th Century schoolhouse lessons featuring the subjects of Arithmetic, Geography, Reading & Writing, and History. Videos premiered on the MGP Facebook and YouTube pages for museum fans of all ages nearly every Friday in July.
- Stacey Clementz, Sandy Osborne and Marina Montez continued to offer videos streamed on Facebook and YouTube to replace summer camps. Stacey produced Animal Architects, Science Experiments and Nature Survivor videos; Sandy did extra camps producing Grand Prairie Kids,



Lamb's Ear, Log Cabins and From Sheep to Cloth (Wool!) videos in July. And Marina's videos were on the topics of Miniature Gardens, the Water Cycle and Salsa from your Garden.



- Summer *Camp in a Bag* has been going very well, and as of August 6, all are for sale. They include Wildlife Biologist (Stacey Clementz), Amazing Pollinators (Stacey Clementz), Old Fashioned Toys (Katie Snyder) and Miniature Gardens (Marina Montez). They are selling well!
- To mark the centennial of the 19th Amendment, the Smithsonian, Library of Congress, and National Archives are collaborating to bring stories to the country on Instagram and Twitter through a countdown to the anniversary called Suffrage#19. Through social media, they have encouraged museums throughout the country to also participate. The MGP will be joining the fun. Look for woman suffrage posts everyday as part of the national countdown.
- Stacey Clementz completed the Wisconsin Center for EE online class on *Energy Education: Concepts & Practices* online module
- Pam Leiter attended a webinar series entitled *Powerful Planned Giving Programs*.
- Katie Snyder has been attending the CU Trauma and Resiliency Center's Lunch and Learn sessions on the aftermath of the COVID 19 epidemic.
- The MGP intern, Dean Kemps, from Illinois State University's M.A. in History program has been working on a hands-free tour of the entire museum, through a free app called Clio. It is used by museums, libraries, and others interested in history to create digital entries of historical and cultural points of interest. There are over 35,000 entries across the country. <https://theclio.com/entry/16817>. Kemps worked to put museum exhibits as well as other LOW cultural points of interest in the app. We hope to use other volunteers to continue the work in the future for other CCFPD cultural and historical points of interest.
- In combination with this work on Clio, the MGP applied to Illinois Humanities for an innovation grant to purchase 15 iPads, iPad covers, and headphones, so that patrons could use them during a visit—in hopes that it would help to mitigate the loss of all the interactive materials removed because of COVID 19. (Covers and headphones are easily cleanable). We received this grant, in the amount of \$5,000 dollars.
- Mark Hanson reviewed the Collections Assessment Program webinar in preparation for the MGP's participation in that program.
- Mark Hanson has continued the updating of standard Nomenclature terms within the catalogue database (Past Perfect). He also attended a webinar hosted by the American Association for State and Local History on "Navigating Nomenclature." (Chenhall's nomenclature for classifying man-made objects is the standard cataloging tool for thousands of museums and historical organizations across the United States and Canada. Nomenclature's lexicon of object names, arranged hierarchically within functionally defined categories, has become a de facto standard within the community of history museums in North America).

- Jennifer Grove is continuing to write the museum’s collections care plan. In service of continuing that work professionally, Jennifer attended an American Alliance of Museums webinar, “Tackling Collections Backlogs” and has been studying the International Center for the Study of the Preservation and Restoration of Cultural Property’s RE-ORG method for saving collections in storage.
- She is also processing accessions, coordinating loan returns from the woman suffrage exhibit, and prepping to continue the artifact-by-artifact inventory.
- Mark is sorting and processing the Tomlinson Cemetery archive so that it will be a useful part of the Citizens Advisory Committee project and will be documented within the museum’s database.
- Mark has also been producing #CollectionsCorner content for social media, including several more East Frisian oral histories.
- In early August Mark interviewed potential candidates for the position of Audio Transcription Intern as provided for by the Illinois State Historical Records Advisory Board Grant.
- The HLIC van needed repairs this month due to squirrel damage.
- The large ash tree in front of the Interpretive Center was treated for emerald ash borer (EAB) to prevent any infestation.
- HLIC Facebook stats: July 1-31: Average Daily Organic Reach: 1,425 (Sum: 44,173); Average Daily Page Engaged Users: 137 (Sum: 4,239)
- MGP Facebook stats: July 1-31: Average Daily Organic Reach 2072 (Sum: 64,279); Average Daily Page Engaged Users: 128 (Sum:3993)
(Organic Reach is the number of people who had any content from your page or about your page enter their screen; Page Engaged Users is any clicks or interactions with your page.)

Lake of the Woods (Doug Sanders)

- A HUGE congratulations goes out this month to Michael Dale for celebrating his five-year anniversary with CCFPD. Michael’s restoration efforts in the botanical garden have made it one of the premier destination points of the District. His vision to bring new features like holiday decorations, giant egg hunts, and hand fed Koi provide visitors with a great experience. Thanks Michael for all the hard work you and your staff have accomplished over the past five years!
- Will Jones of Mahomet Troop 103 finalized his Eagle Scout project this past month. This project consisted of renovating the footbridge near the Izaak Walton Cabin. As you can see in the before and after photos, Will and his friends gave the



bridge a facelift, using Rust-Oleum paint and skid proof decking paint. Since the first Eagle Scout badge was awarded in 1912, there have been over 2.5 million Eagle Scout badges earned by Boy Scouts providing their communities with similar service projects.

- Due to several thunderstorms and what seems like every other day rainfall this past month, staff have been continuously busy mowing and cleaning up storm debris. However, we have been lucky to have cooler than normal temperatures on those days when it was not storming.

Middle Fork River (Matt Kuntz)

- During the comet Neowise event, the Middle Fork River Forest Preserve held up to its Dark Sky designation with upwards of 200 people inside the preserve user areas stargazing and taking incredible photos of the comet. It was a pleasure meeting and talking with our guests who came from all across the Midwest.
- In August we have seen a nice uptick in camping due to the upcoming Perseids meteor event, booking up to twenty campsites for guests here to witness the meteor shower.
- We continue to work on the Pt. Pleasant project. Materials are being ordered; trucking and bidding on the project also continue in hopes of completing the project later this summer.
- Weather has not been cooperating with us as far as being able to get projects done on the ground. Middle Fork has been plagued with heavy rains for the past month creating several flooding issues.
- The new shelters that have replaced the shelters lost in last year's windstorm have been built. Later we will be placing sidewalks and other amenities at the shelter locations.

Homer Lake (Brian Taylor)

- We finally found the time to repair the trail bridge that suffered damage from a flooding rain in June. Roy and Colton used a come-along tool and brute force to realign the bridge deck so that it could be secured to the culverts. Pictures of the damage were in the June report.

- Staff took the time to apply several tons of cold patch prior to the seal coat project that was completed the third week of July. As a result of Roy's experience as South Homer Township road commissioner the roads in the park were



seal coated in a much different manner than in the past resulting in a cost savings that allowed for more linear feet of road to be sealed. He arranged for the rock to be staged at the HLIC parking lot which greatly reduced the number of truck trips between Homer Lake and the Fairmount quarry. This also reduced the amount of time that it normally takes to seal coat our roads as we started at 5:30am and finished at 10:00am which minimized disruptions to our visitors.

- Park visitation spiked in the middle of the month when folks discovered the Natural Playscape stream was turned on. We had to work thru a few issues, but visitors were very understanding of the reduced hours of operation from 9:00am – 3:00pm. Unfortunately the pumps are again malfunctioning which has caused the stream to stop operating until new parts can be delivered.

- This has clearly been a year of record visitation even though facilities were closed. One of the most notable things that we have seen is the increase in lake use with the majority using kayaks to enjoy the lake and the river.

Kickapoo Rail Trail

- Friends of the KRT held its second meeting in late July. The group met at Kennekuk County Park in Vermilion County with Joan Dixon of the Community Foundation of East Central Illinois. Joan shared information on the process to create and maintain a 501(c)(3) non-profit status. Friends will meet again at Homer Lake on August 18.

District Cultural Competency Initiatives

- Each week in July, Katie Snyder read African American stories about voting rights within the Woman Suffrage exhibit during her story times. She read, *Parker Looks Up* by Parker and Jessica Curry, the *Youngest Marcher* by Cynthia Levison, *Lillian's Write to Vote* by Johnna Winter and *We March* by Shane W. Evans. All are on Facebook and YouTube.
- Continuing the Special Exhibit Speaker Series tied to the museum's exhibit *How Long Must Women Wait? Woman Suffrage and Women's Rights in Champaign County*, Pat Cain and Kristin Lems provided the virtual program titled "Songs and Stories of the Women's Movement in Champaign-Urbana, 1973-1983" on July 19. Lems, a singer-songwriter, activist, and historian, shared songs and stories that discussed her involvement in Champaign-Urbana activism, including her role in local ERA rallies, establishing a rape crisis center, a women's escort service to take women home safely after parties and events. Lems was involved with local activist groups from the Abortion Rights Coalition to Gay Illini and Housewives for ERA. She was one of the founders of the National Women's Music Festival.
- On July 9, along with other members of the Champaign County Museums Network, Pam Leiter, Katie Snyder, and Pat Cain participated in a virtual discussion with Renee Baker and Jessica Ballard. Baker is a world-renowned musician and composer working recently with the Chicago Symphony Orchestra. Ballard is a visiting professor and archivist with the University Library at UIUC. Both discussed their experiences as African Americans in their fields and discussed strategies for combatting racism and racial injustices as well as how museums, nature centers, archives, and other similar institutions could address these issues.
- Two articles, written by Nicole Anderson Cobb were published in Smile Politely featuring the MGP. The articles, entitled "Museum of the Grand Prairie's Complex Legacy for African Americans," (parts 1 and 2) spotlighted the Women's Suffrage Exhibit, the Doris Hoskins Archive, the *This Legacy is Yours* and *Your Legacy, Too* online exhibits all of which address social concerns; the latter two of which center on African Americans. The conclusion of the articles called for more African American stakeholder involvement in the collections, which museum staff continues to work toward in all our cultural competency work. Smile Politely has been designated as a Pulitzer Center for Crisis Reporting Grantee for the Prairie State Museums Project (an initiative of Resilient Heritage): The Impact of COVID-19 on Illinois Museums. This article was part of that project. These articles will reside on the Pulitzer website as well as at Smile Politely.

CCFPD Sustainability Committee

- The Sustainability Committee met in July with the following discussions taking place:

- Each of us shared why we joined the team, what we have to bring to the team and what we hope the team can accomplish.
- We set expectations for the team.
 - Regularly attend meetings
 - Are able to take on project work responsibilities
 - Can serve as an informational resource for others in the organization
 - Are enthusiastic about the team's mission
 - Are knowledgeable about the area of the organization they are representing
- Charlee Thompson, CCFPD Seasonal NR Technician, updated us on the emissions project that she started for us in spring of 2019 through a U of I Capstone Project.
- We are in the process of developing a mission statement to help guide our actions for the foreseeable future; once written we would like to present this to the board to get their feedback. We hope to have this complete as well as a list actionable steps for the next couple of years by the September board meeting.