

PREVENT CHILD ABUSE ILLINOIS  
Minutes of Committee Meeting

**Committee:** Finance

**Chair:** Mark Mathews

**Date:** February 2, 2022

**Members Present:** Mark Mathews, Bari Kessler, Tammy Queen, Denise McCaffrey

**Members Absent:** Julie Stapleton, John Lamarra, Becky Weber

**Decisions and Actions**

1. **Welcome** – Mark welcomed everyone.
2. **November and December Financials** - The committee reviewed the November and December financial statements. Mark pointed out that both financials have a revenue over expense balance which is good. Denise reminded the committee of the \$25,000 we received from Blue Cross Blue Shield for the PYD coalition and that the expenses associated with that donation are skewing some of our annual expense percentages. Denise also pointed out that the grants receivable total was incorrect in the November financials but was corrected in the December financial report.
3. **Financial Updates** - Denise reported cash flow is good at this time due to receiving the first and second quarter DCFS payments. We currently have approximately \$157,763 in the bank and our line of credit is at \$0. We continue to pay back the PPP loan and are making more than the minimum payment to pay the loan off faster than the 5-year amortization schedule.
4. **FY 22 State Grants (DHS, MIECHV, DCFS, IDPH)** – Denise reported that everything is going smoothly with the FY 22 grants. We are receiving payment on all the grants including the new IDPH grant. DHS is currently behind on their payments due to reconciling the end of the federal fiscal year in October. Denise will follow up with DHS again if payments have not resumed by the end of February.
5. **New Lease Agreement for the Springfield Office** – Denise reported that we have signed a new 3-year lease agreement for the Springfield office. Our monthly rent increased by \$22 per month which is very reasonable considering we have not had an increase in at least 6 years. Mark looked over the new lease and did not have any concerns. Bob Black reviewed several sections of the lease to clarify some of the legal terminology.
6. **PCA Illinois Annual Conference Financial Summary** – Denise shared the updated Annual Conference Summary report. The summary showed a \$17,006 dollar revenue over expense total which is less than last year but overall a nice amount considering holding the conference virtually for a second year in a row. Denise stated that she did not specifically seek sponsorships again this year due to the pandemic.
7. **Treasurer Position for FY 23** – Denise stressed to the committee that we need to identify a new Treasurer by the June 1 board meeting. Julie Stapleton is an option. No one else on the board has expressed an interest in the position. Denise and Lane still plan to send letters to several corporations soliciting individuals with financial backgrounds who may be interested in serving on the board.
8. **Strategic Plan 2020-2023** – The committee reviewed the strategic plan goals. There were no changes or comments at this time. Denise reported that she and Tarra did review and edit some of the strategic plan outcomes to be more in line with how we track our progress.
9. **Other** – Mark asked if we knew how many board members have responded to Bari's email sent in January and returned their board pledge. Denise and Tammy did not know. Denise will ask Lane and report back to the committee.

**Recommendations to the Board:**

None at this time.

**Next Meeting:**

**Future Meetings: All meetings are held at 8:30 am.**  
**Wednesday, May 4, 2022**  
**Wednesday, August 3, 2022**  
**Wednesday, November 2, 2022**