



ILLINOIS CORRECTIONAL ASSOCIATION

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Illinois Correctional Association / Board of Directors Meeting

Video Conference: Wednesday, 23 June 2021, 10:00 Hours

- I. Roll Call:** Daniel Sheline (President); Shelith Hansbro (Vice President); Richard Hart (Treasurer); Mike Lukas (Secretary); Patrick Firman (Director); Kevin Lyons (Director)
- II. Call to Order:** 10:04 Hours
- III. Approval of Minutes & Reports:**
 - a. Board of Directors Meeting Minutes from 25 March 2021.
 - i. Motion: Daniel Sheline
 - ii. Seconded: Shelith Hansbro
 - iii. Unanimous Approval
- IV. Reports:**
 - a. President (Daniel): Will give report under new and old business.
 - b. Vice President (Shelith): Updated the Board on the upcoming ACA audits for three (3) IDOC facilities in October. IDOC will be presenting some workshops at the upcoming Nashville ACA Conference. There are some IDOC facilities that are being considered for repurposing.
 - c. Treasurer (Richard): As of 23 June 2021
 - i. Chase Account Balance: \$8,419.58
 - ii. PayPal Account Balance: \$1,578.04
 - iii. Total is \$9,997.62

- iv. The annual Attorney General Report has been submitted.
- d. Secretary (Mike): The annual report has been filed with the Secretary of State.
- e. Past President (Jerry): No Report
- f. Directors:
 - i. James Edwards: No Report
 - ii. Patrick Firman: No Report
 - iii. Steve Laudick: No Report
 - iv. Kevin Lyons: No Report
 - v. Jim Thomas: No Report
 - vi. Jennifer Zakaras: No Report

V. Old Business:

- a. Training Conference Update – President Sheline advised that there are about 12 exhibitors signed up for the October conference. He is working with an exhibitor interested in hosting a social event and another exhibitor to sponsor the luncheon. Board members were asked to reach out to any presenters that they were working with and confirm that they are still willing to present at the conference. Vice President Hansbro advised that IDOC staff are approved to travel for training. Since Illinois is now in Stage 5 for reopening from COVID, President Sheline will be in contact with the hotel to get an update on the conference venue and any COVID requirements the hotel has in this stage.
- b. Request from Gun Tower Coffee – President Sheline has contacted them several times and as of this date he has not heard back from them regarding the details of their proposal for ICA. Since they have not returned any requests for additional information, the request has been tabled by the Board and their request will not be considered further.
- c. Request from Peru State College – A request from Peru State College to provide a link on our website to their online program for a bachelor's degree in Criminal Justice. Secretary Lukas is still working on the website and will reach out to Peru State yet for their link when the website is ready for the link.

- d. Job Link on ICA Website – Secretary Lukas is still working on updating the site. Once it is tested and working properly, the link will be put up on the ICA website and he will reach out to agencies that were requesting information about a job link on the ICA website.
- e. ICA P.O. Box – Secretary Lukas attempted setting up Informed Delivery for the P.O. Box so that it is known when something is delivered to the P.O. Box. However, in the process of trying to set up Informed Delivery it was determined that the ICA P.O. Box cannot be set up for this service.
- f. ICA Tax Filings – Secretary Lukas contacted Selden Fox Ltd. on 25 March 2021 and the 2020 tax filing has been filed by them. They provided copies of the filings for 2019 and 2021 which were put in the ICA Dropbox files.
- g. Status of Annual Report of the Financial Statements for ICA – The report was completed by Director Lyons and was emailed to all Board members to review prior to this meeting. There were no questions from the Board regarding the report, so a vote was held to accept the report.
 - i. Motion to accept Annual Report of the Financial Statements:
 - 1. Motion: Daniel Sheline
 - 2. Seconded: Kevin Lyons
 - 3. Unanimous Approval

VI. New Business:

- a. Nashville ACA Conference – Vice President Hansbro and Treasurer Hart will be attending and will try to attend the Dual Chapter Meeting.

VII. Meeting Adjournment: 10:37 Hours

- a. Motion to adjourn meeting:
 - i. Motion: Richard Hart
 - ii. Seconded: Shelith Hansbro
 - iii. Unanimous Approval