

Fulton County Long Term Recovery Group

Minutes for April 14, 2025—10:00 a.m.

A.) Call to Order

Present (Physically): Jessica Sparenberg (Parlin-Ingersoll Public Library); Richard Proffer (U of I Extension Office); Gayle Blodgett (Spoon River Library)

Present (Virtually): Chris Helle (Emergency Services Disaster Agency); Matthew Raymond (IEMA); Micah Garnett (Trinity Lutheran Church of Canton); Sarah Nottle (Salvation Army 360); Tiffany Boehler (IEMA); Michelle Spiva (SRPED)

B.) Approval of Meeting Minutes

Approved Motion: Hearing no objections, the March 10th, 2025, meeting minutes were approved by unanimous vote. (Motion: C. Helle; Second: G. Blodgett).

C.) Public Comments

D.) Communications

Chris Helle expressed a need to increase outreach to the community after the group has established a mission and bylaws, to increase awareness and volunteerism from community members.

E.) Agenda Items

1.) Formation of Mission Statement

Group members discussed the mission statement template form provided by Richard Proffer. Mr. Proffer shared that he had only received one back with feedback for what the Fulton County Long Term Recovery Group would like to include in their mission statement. Group members discussed factors they wished included in the mission statement, including that it ought to be succinct, inclusive, and easily accessible to the public. Members wished to focus on the importance of listening to those in need during and following natural disasters in Fulton County, and bridging gaps to funding access. Group members agreed to each provide at least 1-3 items on the mission statement template and return it to Mr. Proffer by the end of the April, to be reviewed at the May meeting.

2.) Formation of By-Laws

Group members discussed bylaws templates used by other Community Organizations Active in Disaster (COAD) groups, provided to group members by Matthew Raymond. Members highlighted the need to ensure that officer positions were outlined, as well as any subcommittees, and agencies affiliated with the LTRG.

Additionally, group members reviewed options for receiving, holding, and distributing donated funds and goods to survivors of natural disasters. Options included using a Fiscal Agent, such as the United Way, and/or use of a Restricted Fund. If the LTRG utilized the Restricted Funds, the LTRG would need to establish a fund exclusively for donations, grants, or any other monies earmarked specifically for disaster recovery relief, with reporting done by the individual organization using the funds (the LTRG).

If the LTRG utilizes a Fiscal Agent, funds would be held by an umbrella organization such as the United Way, who would accept, hold, and maintain funds to distribute when the need arises. The LTRG would need to provide policies and procedures related to depositing, managing, and distributing of funds to the umbrella organization, who would then process the reporting, and distribute funds/donations directly to the LTRG.

Group members discussed the possibility of utilizing both models.

3.) Disaster Resources from U of I Handout

Richard Proffer stated that any materials he has distributed to group members could be tailored to reflect personalized information particular to Fulton County volunteer events, trainings, and disaster events, as necessary.

4.) Reviewing Local Resources

Prior to the meeting, Gaylor Blodgett provided a document to all members highlighting the county's various townships and agencies, and suggested group members fill in contact information for any category they were able. She updated the document to reflect newly elected officials in all Fulton County townships, towns, villages, and cities. She stated that she was working on another document containing contact information for all individuals, and would distribute the document to all group members when it was completed.

5.) Next Steps in Group Formation

Group members discussed several steps needed to continue in forming the FCLTRG. These include:

- Continuing the discussion of ways the FCLTRG might receive monetary donations for disaster relief.

- Contributing to the formation of a mission statement by providing 1-3 items on the template provided to Richard Proffer by the end of April, for inclusion in a document to be reviewed at the May meeting.

- Reviewing the COAD manual.

Adjournment: The meeting adjourned at 10:55 a.m.

Attest: _____
Secretary

Date: _____

**The next meeting is scheduled for May 12th, 2025 at 10:00 a.m. at the Parlin-Ingersoll
Public Library Board Room & Virtually via Microsoft Teams.**