

# **Fulton County Long Term Recovery Group**

## **Minutes for June 9<sup>th</sup>, 2025—10:00 a.m.**

### **A.) Call to Order**

**Present (Physically):** Will Ferguson (Temple Baptist Church); Jessica Sparenberg (Parlin-Ingersoll Public Library); Richard Proffer (U of I Extension Office); Micah Garnett (Trinity Lutheran Church of Canton); Matthew Raymond (IEMA); Tiffany Boehler (IEMA)

**Present (Virtually):** Chris Helle (Emergency Services Disaster Agency); Sarah Nottle (Salvation Army 360); Barbara Schmidt (IEMA)

### **B.) Approval of Meeting Minutes**

**Approved Motion:** Hearing no objections, the May 12<sup>th</sup>, 2025, meeting minutes were approved by unanimous vote. (Motion: J. Sparenberg; Second: R. Proffer).

### **C.) Public Comments**

### **D.) Communications**

### **E.) Agenda Items**

#### **1.) Formation of Mission Statement**

Richard Proffer disseminated a document containing five different Mission statements he formed using feedback from members of the group. The members of the group reviewed each of these statements, and compiled a Mission Statement which fit the goals and specific needs of the FCLTRG. This statement is as follows:

“As the Community Organizations Active in Disaster Group for Fulton County, we exist to coordinate and support sustainable, community-led disaster mitigation and recovery efforts. We work to restore, rebuild, and strengthen the physical, emotional, and economic well-being of our communities by connecting people and businesses to available resources. We collaborate with government (federal, state, and local) agencies, nonprofits, faith-based groups, and volunteers to ensure the rebuilt Fulton County is a stronger and more resilient one.”

**Approved Motion:** Hearing no objections, the Mission Statement formed by group members was approved by unanimous vote. (Motion: R. Proffer; Second: M. Garnett)

#### **2.) Formation of By-Laws**

Gayle Blodgett has been instrumental in forming the By-Laws of the FCLTRG. She compiled a draft of potential By-Laws for group members to modify to fit the goals and circumstances of the

group. As she was not present for this meeting, group members agreed to table this discussion until she was next able to attend.

### **3.) Reviewing Local Resources**

Group members discussed progress in compiling contacts for local agencies and businesses, thus far. Matthew Raymond shared a spreadsheet used by the University of Illinois Extension office, which includes contact information for agencies across the state. Group members discussed the possibility of adding to this existing spreadsheet, or reaching out to the Fulton County Health Department, as they have a separate compilation of area resource contacts. Group members will continue to gather these resources to form a cohesive spreadsheet/document for use in disaster recovery efforts.

### **4.) Finalizing Selection of Fiscal Agent**

Group members continued the discussion regarding the best way to receive monetary donations to support families and individuals following natural disasters on behalf of the FCLTRG. Michelle Spiva discussed the particulars of the Spoon River Partnership for Economic Development (SRPED) serving as the FCLTRG's Fiscal Agent. The SRPED is a 501c3 organization, and would hold these funds, and conduct reporting as to the use of these funds, per an annual audit. Any grants applied to and received on behalf of the FCLTRG would be received and distributed by the SRPED.

Group members discussed the need for a Memorandum of Understanding (MOU), to which Sarah Nottle volunteered to solicit examples from colleagues for the group to review. Richard Proffer also stated that there was a sample MOU in the COAD manual he distributed to the group earlier this year.

### **5.) Next Steps in Group Formation**

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

- Reviewing the bylaws compiled by Gayle, and to have input or revisions ready for the June meeting, to possibly vote upon the acceptance of said bylaws.
- Reviewing the sample MOU provided in the COAD manual, and any received and distributed by Sarah Nottle, prior to the meeting in July.

Adjournment: The meeting adjourned at 11:01 a.m.

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_

**The next meeting is scheduled for July 14<sup>th</sup>, 2025 at 10:00 a.m. at the **Parlin-Ingersoll Public Library Program Room** & Virtually via Microsoft Teams.**