

Forest Preserves of Winnebago County  
**BOARD TRAINING MEETING**  
Preserves Headquarters  
November 11, 2023

**PRESENT**

Judy Barnard  
Mike Eickman - Absent  
Audrey Johnson  
Gloria Lind  
Cheryl Maggio  
Jerry Paulson  
Jeff Tilly

**STAFF**

Mike Holan, Executive Director  
Emily Wendlandt, Administrative Assistant I

**GUEST**

**ROLL CALL**

The meeting was called to order at 11:07am, by President Jeff Tilly. Recording Secretary Emily Wendlandt called the roll.

**PLEDGE of ALLEGIANCE**

Judy Barnard led the assemblage in the Pledge of Allegiance.

**MOMENT of SILENCE for VETERAN'S DAY**

**PRESENTATIONS and PUBLIC PARTICIPATION**

Board Governance Training - Nancy Sylvester, professional parliamentarian since 1980 and 31 years as RVC professor, presented training on Board Governance and Parliamentary Procedure. Topics discussed under Board Governance were Board Basics, Governing Documents, Fiduciary Duty, and Board/Staff Relationship. Under Parliamentary Procedure the topics were Quorum, Agenda, Processing of a Motion, Precedence of a Motion, Meaning of Votes, Script of a Motion, and Basic Characteristics of a Motion.

**ADJOURNMENT**

Meeting adjourned at 2:41pm.

Next board meeting 5:30 PM, Wednesday, November 15<sup>th</sup>, Preserve Headquarters

Respectfully Submitted,  
Emily Wendlandt  
Recording Secretary