The 2013 Annual Meeting for the Charitable Advisory Council was held on Friday, November 15th, at 2:30 p.m. in Room 9-031 of the James R. Thompson Center, Chicago, Illinois. In total, 39 individuals attended the meeting.

**PRESENT:**
- Attorney General Lisa Madigan
- Jodi Adler, The Law Project
- John Blazek, National MS Society
- Brandon Bodor, Serve Illinois Commission
- Nina Castle, Better Business Bureau
- David Chernoff
- Delia Coleman, Donors Forum
- Gillian Darlow, Polk Bros. Foundation
- Greg DiDomenico, Community Memorial Foundation
- Joan Dixon, Community Foundation of East Central Illinois
- Rose Doherty, Legacy Professionals, LLP
- Emily Dreke, Chicago Foundation for Women
- Edith Falk, Campbell & Company
- Sunny Fischer, Richard H. Driehaus Foundation
- Emily Friedman, John D. & Catherine T. MacArthur Foundation
- Graham Grady, Lloyd A. Fry Foundation
- Sandra Guthman, Polk Bros. Foundation
- Laura Jane Hyde, Gilda’s Club Chicago
- Jack Kaplan, United Way of Illinois
- Valerie Lies, Donors Forum
- Marcia Lipetz, Millenia Consulting, LLC
- Zena Naiditch, Equip for Equality
- James Parsons, The Brinson Foundation
- Jamie Phillippe, The Chicago Community Trust
- James Quaid, Ostrow Reisin Berk & Abrams, Ltd.
- Janice Rodgers, Quarles & Brady, LLP
- David Rosen, Jewish Federation of Metropolitan Chicago
- Doug Schenkelberg, Donors Forum
- Richard Sevcik, K&L Gates LLP
- Susan Snyder, Northern Trust Company
- Pamela Wilcox, Executive Services Corps
- Caren Yanis, Crown Family Philanthropies

In addition, the following staff members from the Illinois Attorney General’s Office were present:
- Mary Morrissey, Therese Harris, Theresa Geary, Eric Salcedo, Matthew Shapiro, Jennifer Opatik and Kristin Louis
I. Welcoming Remarks—Attorney General Madigan
The Attorney General opened the meeting at 2:34 p.m. and welcomed CAC members. The Attorney General provided an update on efforts of her Charitable Trust Bureau and the CAC accomplishments over the past year.

The Attorney General shared that Valerie Lies, co-chair, will be retiring in June 2014 and thanked her for her contributions. Valerie introduced Doug Schenkelberg, Donors Forumn’s new Vice President of Public Policy.

II. Review and Approve 2012 Annual Meeting Minutes
Therese Harris thanked members for completing the Open Meetings Act and asked members to review the 2012 Annual Meeting Minutes. David Rosen motioned to approve the minutes and Sunny Fisher seconded. A voice vote occurred with all members voting in favor of approving the minutes. There were no objections.

III. Old Business
a. CAC Charter
Therese Harris shared the updated copy of the CAC Charter reflecting the changes from the last annual meeting.

IV. New Business
a. Communications and Outreach Committee Report — Therese Harris/Valerie Lies
Valerie and Therese provided an update on Communications and Outreach efforts.
   i. Charitable Information Session
   A charitable information session was held this fall on the north side of Chicago. 65 individuals attended and the session included information on charitable regulations and best practices.
   ii. Public Education Materials – Charitable Organization Checklists
   A checklist for new and existing charitable organizations was created and distributed at the information session.

b. Committee Discussion— Therese Harris/Valerie Lies
   i. Next Steps for Charitable Information Sessions
   Valerie led a discussion on hosting additional charitable information sessions. Members discussed the possibility of putting information online and adding information on merging or closing charitable organizations to the workshops or checklists.

   ii. OAG Website
   Therese Harris asked for assistance in updating the CAC portion of the OAG website to include recommended resources from CAC members. Valerie suggested that the Committee split up the work for the information sessions and the website. In response to questions on if Illinois would add electronic filing to OAG website, Therese shared that Illinois is part of a multi-state NASCO workgroup reviewing electronic filing.
V. Public Comment
Zena Naiditch reiterated the need for checklists or additional information for organizations that are closing that was mentioned during the discussion. Pam Wilcox mentioned including information in a checklist or document for mid-cycle organizations that are not new and not closing. Valerie shared that existing resources exist on that might help and could be included on the CAC portion of the website. David suggested expanding checklists for closing organizations to include when organizations merge.

Jim Quaid asked if raising the audit threshold was under consideration. Therese was unaware of any efforts to raise the threshold.

Brandon Bodor discussed the importance of setting next steps and goals for organizations such as the CAC.

Graham mentioned the digital divide and looking at capacity building and costs for Illinois organizations to get online. A discussion on reaching individuals via email or snail mail followed and collecting email addresses from registered organizations. Additional ideas included materials in multiple language and less dense materials or newsletters.

VI. Closing—David Rosen
David thanked individuals for attending and reminded attendees of the resources in their folders.