

**VILLAGE OF GURNEE
GURNEE CARES COMMISSION
MEETING MINUTES**

DATE: Tuesday, August 12, 2025
TIME: 7:00 p.m.
PLACE: Community Room at Village Hall
located at 325 N. O'Plaine Road, Gurnee, IL

1. Call to Order

- A** The meeting was called to order at 7:08pm
- B** In Attendance: Liz Nelson, Mark Froseth, Kevin Woodside, Gale Graves, Candy Reimholz, Bryson King, Patrick French, Roger Moreano, Brooke Hagstrom, Beth Pope, Matt Trujillo
- C** Absent: Susan Squires, Malcom Kelly, Rachel Chenier
- D** Public in Attendance: Jack LeStonga

2. Pledge of Allegiance

3. Public Comment

- A** It was asked if the commission has bylaws. Kevin mentioned that those are being worked on.

4. Approval of the Meeting Minutes

- A July 8, 2025**
 - Roger made a motion to approve the minutes, and Candy made a motion to second it. The group approved the minutes.

5. New Business

A Discussion of Grant Criteria and Process

- Continuation of the grant discussion from the previous meeting.
- Kevin created a draft of the Grant Process for the Gurnee Cares Commission.
- Two types of grants were discussed: Reimbursement Grants and Advance Payment Grants. The group agreed that the choice between them would be determined on a case-by-case basis.
- The greatest needs, or 'buckets,' were identified using data from United Way Lake County.
- Liz suggested expanding the category from 'Housing & Homelessness Prevention' to also include assistance.
- Reporting requirements were talked about and they would need to be flexible. Each grant program would need to be different.
- Beth suggested requiring evidence-based proposals as part of the application to demonstrate the likelihood of success.
- Gale proposed including an agency overview to better understand each applicant.
- Kevin mentioned that the investments will need some backing on the grant projects.
- Gale suggested removing item number 5, as it does not

add value.

- Bryson asked about the application and reporting process. It was talked about making it as easy as possible for the organizations to report.
- Kevin responded that there are a variety of different ways that organizations do it, but he will figure it out with the help of the Village of Gurnee.
- Candy mentioned that the grant should be accessible for multiple reading levels.
- Gale mentioned that some organizations could use a fiscal agent to assist with fiscal administration.
- Brooke asked if this could be like a mentorship and Gale confirmed yes. Kevin mentioned that this could be a good thing for smaller organizations to do. The group said that this could be a recommendation but not a requirement.
- Kevin mentioned that flexibility is important, but we also don't want to set up the organizations up for disappointment since they didn't provide enough details.
- Liz Nelson expressed interest in prevention initiatives, such as a teen literacy program. Gale agreed and suggested including child and family support programs to further prevention efforts, like child literacy.
- Mark suggested simplifying the list of identified needs to help applicants focus on the priorities that the group will consider most important.
- Brooke mentioned that there might be additional data through police or fire department to consider when identifying needs.
- The group found it beneficial to align the grant to the 211 identified need buckets.
- Beth mentioned that narrowing it down for the first application period would be good, and that we look at the data and base it off the 211 data. Narrowing it down to housing & homelessness seemed like a good goal.
- Mark asked whether there should be clarification on eligible applicants. Kevin preferred not to limit eligibility to only nonprofits, emphasizing flexibility in the grant program. Grants would be awarded to organizations, not individuals. We need to invest in organizations and not individuals specifically.
- Communication with the applicants will be important to show how the money is spent.
- Support of faith-based organizations were discussed as not being disqualified but should be inclusive if to be considered.
- Gale commented that her organization supported a Christian pre-school that did not have a faith component. Others suggested example organizations like Catholic Charities.
- Anyone on this commission would need to be transparent if we were to consider their organization for a grant.

- Brooke mentioned the scenario of an existing program getting funds and now they don't have to put their money towards that program. The group suggested that this be talked about in the grant application.
- Kevin will work on this grant process with village staff.
- It was suggested that a community foundation come to next meeting.

6. Public Comment

- A** Matt made a comment about the Best of Gurnee Award program encouraging the group to nominate local businesses that support the community.
- B** Debbie Hoselton, Gurnee residents. Said that she hears community need a lot. She said if you choose a large organization how do you know the funds will be used for Gurnee Community. It was answered that the grant program would need to be designated to that specific program. The organization would need to report back. It will be necessary to show that these funds aren't used apart of administration costs for large organizations. Debbie would like to encourage the commission to look at the whole picture and to be the seed to create something new. She encouraged us to find those smaller organizations that could use the grant.
- C** Brad Evans asked if Gurnee is going to expand its office to accommodate this big grant program. Is there a group that is going to audit these organizations. Kevin commented that the Village's practices would be used for this grant. The money and receipts will be reviewed by the Village staff and finance department. This would not require additional staff.

7. Adjournment

- A** Brooke made a motion to adjourn the meeting, and Candy made a motion to second it. The meeting was adjourned at 8:35pm.

Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact Austin Pollack, Assistant to Village Administrator, at (847) 599-7500 promptly to allow the Village to make reasonable accommodations for those persons. www.gurnee.il.us