

**THE COLEMAN FOUNDATION, INC.**  
**SPECIAL BOARD OF DIRECTORS MEETING**  
**April 22, 2019**

A special meeting with the Board of Directors was held via conference call on the above date. The meeting was called to order at 10:36 a.m. by President Michael Hennessy, who chaired the meeting.

Attending were Directors: R. Michael Furlong, Trevor C. Davies, Esther Barron, Michael W. Hennessy, Alison Fitzgerald and Daniel B. Wanzenberg. A quorum was reached, and the meeting commenced, with Alison Fitzgerald serving as secretary for the meeting. Staff member Rosa Berardi was also on the call.

Michael Hennessy started the meeting by reviewing the agenda which was distributed before the meeting. Rosa Berardi then gave an overview of the Mt. Sinai Hospital proposal. Rosa discussed the main reasons for funding the program and answered questions from the Board. Following this review, a motion was made by Daniel Wanzenberg, seconded by Esther Barron and unanimously approved. Berardi left the call.

The following grant action was taken:

<u>Grants Approved</u>	<u>Program</u>	<u>Amount</u>	<u>Type</u>
<b>6004 – Sinai Health System, IL</b> Mount Sinai Hospital Emergency Department Entrance Renovation	Health and Rehab	\$250,000	Capital Support
	<b>Total</b>	\$250,000	

A draft of the Annual Board Meeting Minutes of March 11 and 12 were presented. After some clarification questions from Daniel Wanzenberg, Esther Barron motioned to accept the minutes as presented, which was seconded by Daniel Wanzenberg and unanimously approved.

Esther Barron proposed hiring Goldberg Kohn to create an employment manual. A motion was made by Daniel Wanzenberg to engage Goldberg Kohn to create an employee manual for a maximum of \$15,000, seconded by Michael Furlong and unanimously approved by directors Wanzenberg, Furlong, Hennessy, Davies and Fitzgerald with Barron abstaining.

Michael Hennessy discussed updating Investment Committee process documentation. This is the first time the investment committee will not have a member of the Coleman staff on the committee. Daniel Wanzenberg and Trevor Davies will find our current Investment Policy Statement and In-house guidelines and Daniel Wanzenberg and Alison Fitzgerald will review those documents and update as needed. Daniel Wanzenberg said he is working on a recommendation for some changes in the investments and will have something to the board by the end of the week.

Michael Hennessy talked about the Kittleman interview process and the two-page interview guide they gave him. He will make sure the guide gets distributed to the board members prior to their interview with Kittleman.

Michael Hennessy proposed changing the time of the next meeting to start the afternoon of June 4th to accommodate Kittleman coming in to talk to the board. The board was in agreement that the meeting would start the afternoon of June 4th before the Board dinner.

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Mike Hennessy talked about the salary recommendation sheet he distributed to the board. Esther Barron made a motion to approve the salary changes as stated in Hennessy's handout, seconded by Michael Furlong and unanimously approved. The salary changes will take place July 1st.

Being no further business, at 11:14 a.m. a motion was made by Daniel Wanzenberg and seconded by Michael Furlong to adjourn the meeting. The next meeting is a regular Board of Directors meeting on June 4<sup>th</sup> & 5<sup>th</sup>, 2019.

Respectfully submitted,

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Alison Fitzgerald, Meeting Secretary

Approved:

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Esther Barron

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Trevor C. Davies

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Alison Fitzgerald

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R. Michael Furlong

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Michael W. Hennessy

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Daniel B. Wanzenberg