

February 25, 2024

To: The Village of Poplar Grove Board of Directors

From: Karen Neibarger  
108 West Park Street  
Poplar Grove, Illinois  
[REDACTED]

Re: Letter of Consideration

I am interested in filling an unexpired term for the Board of Directors of The Village of Poplar Grove.

I have lived in Boone County for the past forty years and worked at Candlewick Lake Association, Inc. for twenty-five of those years. While at Candlewick, I worked as Office Manager and as Secretary to the Board of Directors taking minutes at the monthly meetings, writing board resolutions, assembling the board packages, and creating the board agendas.

After my retirement I applied for and was appointed to the Ida Public Library Board of Directors and served as Secretary of the Board. As an accomplishment I worked with the President to organize and compile a Policy and Procedure Book for the Board. I served for 3 years.

When I moved to Poplar Grove, I was out of the district and so no longer qualified to be on the Library Board. I then volunteered at the Boone County Museum of History and was subsequently appointed to the Society Board serving as Secretary and then Treasurer. While Secretary I worked on bringing the Funderburg House on-line as a treasured artifact of the Museum. While Treasurer I worked with our accountant to update our accounting program. I am still a member of the board and am currently working on a Policy and Procedure Book for the Museum.

While volunteering at the museum, I was approached by the Belvidere Cemetery Board and subsequently appointed to complete one of the open positions on the board. I then was appointed to my own 6-year term. I have served as Secretary and am now a member of the Administrative Board.

As you can see, I have board experience. I have also attended several of the Poplar Grove Village Board Meetings over the past 5 years and believe I would be a valuable member of the board during this next year.

Thank you,

Karen Neibarger