

Polk-Burnett Charities, Inc./Operation Round-Up®

Board of Directors Meeting Minutes, July 1, 2026

A regular meeting of the Board of Directors of Polk-Burnett Charities, Inc. was held at Polk-Burnett Electric Cooperative, 7298 State Road 70, Siren, Wisconsin, on Wednesday, July 1, 2026, 1:30 p.m. pursuant to notice duly given.

Present: JoAnn Kipping, Gary Ganje, Mary Erickson, Gretchen Sampson, Elvira Schmidt, Marlyn Bottolfson, Julie Minell, Diane Lund, Ed Peterson and Joan O'Fallon (facilitator).

CALL MEETING TO ORDER

Gretchen Sampson, president, called the meeting to order at 1:28 p.m.

APPROVAL OF THE AGENDA

The agenda was approved with a motion made by Diane Lund and seconded by Gary Ganje.

BOARD RENEWALS

Joan O'Fallon reported that term renewals were approved by the Polk-Burnett Electric Cooperative board at its June 22 regular board meeting for Gary Ganje, District 3; Marlyn Bottolfson, District 4 and JoAnn Kipping, District 7. New terms run July 2026 – June 2029.

BOARD OFFICER ELECTIONS

A motion was made by Gary Ganje and seconded by Mary Erickson to nominate **Gretchen Sampson for president**. Nominations closed. Unanimous approval.

A motion was made by JoAnn Kipping and seconded by Ed Peterson to nominate **Marlyn Bottolfson for vice president**. Nominations closed. Unanimous approval.

A motion was made by Marlyn Bottolfson and seconded by Ed Peterson to nominate **Elvira Schmidt for secretary-treasurer**. Nominations closed. Unanimous approval.

DELEGATE AUTHORITY TO ADMINISTER SECRETARY/TREASURER DUTIES

A motion was made by Gretchen Sampson and seconded by Mary Erickson to delegate duties of the secretary/treasurer to Polk-Burnett's communications director and manager of finance and accounting. Motion approved.

ANNUAL POLICY AND BYLAW REVIEW

The board reviewed policies and bylaws, including a new Policy #8 that was approved by the Polk-Burnett Electric Cooperative board in December 2025 to allow contributions from sources other than rounding up on electric bills.

APPROVAL OF APRIL MINUTES

A motion was made by Gary Ganje and seconded by Elvira Schmidt to approve the April 2026 meeting minutes. Motion approved. Joan O'Fallon will post minutes on the website.

APPROVAL OF TREASURER'S REPORT

A motion was made by JoAnn Kipping and seconded by Ed Peterson to approve the treasurer's report. Motion approved. Year-to-date funds through June 2026 totaled \$68,111.74. Year-to-date

grants totaled \$30,800, and \$542.31 was paid for mileage reimbursement. The ending balance is \$36,769.43.

MEETING FACILILATOR'S REPORT

Joan O'Fallon distributed thank-you notes and publications from grant recipients, newspaper clips and the 2025 Polk-Burnett Charities/Operation Round Up annual report, which was presented to the electric co-op board June 22.

READING OF THE MISSION STATEMENT

Gretchen Sampson read the mission statement to guide the board's consideration of grant requests.

MOTION TO APPROVE GRANT FUNDING

A motion was made by Gary Ganje and seconded by Ed Peterson to approve \$21,000 in grant funding for 18 organizations listed below. Motion approved.

- 1. Amery Area Historical Society & Museum, \$1,000, *First 100 years of Amery area display***
- 2. The Salvation Army, Polk County, \$1,500, *food backpacks for Polk County students***
- 3. The Salvation Army, Burnett County, \$1,500, *food backpacks for Burnett County students***
- 4. Quarter Moon Acres Equine Therapy Center, \$1,500, *insurance and PATH membership***
- 5. Webster Volunteer Fire Dept., \$1,000, *fire hoses for new trucks***
- 6. Centuria Public Library, \$1,000, *summer reading program***
- 7. Kinship of Polk County, \$1,000, *youth mentoring program***
- 8. Unity Lions Club, \$1,500, *Children's Bed Build program***
- 9. Moms and Dads Against Meth, \$1,500, *Butterfly House, transitional sober house for women***
- 10. Caring Hearts, Burnett County Food Pantry, \$2,000, *food for local people in need***
- 11. Teen Aircraft Factory of Wis., \$1,500, *tools, supplies and website for youth training in the aviation industry***
- 12. Mental Health Task Force of Polk County, \$1,000, *workshops on suicide prevention, grief support***
- 13. Amery Woman's Club, \$1,000, *Read Across America books for Amery 2nd graders***
- 14. Balsam Lake Farmers Market, \$1,500, *tokens for youth to purchase fruit and vegetables***
- 15. Polk County Agriculture Advocates, \$250, *Corn on the Curb, Farmers in the Field bag lunches***
- 16. South Milltown 4-H Club, \$500, *recycling wagon***
- 17. Centuria Memory Days, \$250, *people mover train for Centuria community events***
- 18. Roundabouts Home & Community Education, \$1,500, *Polk County history book, "I Heard the School Bells Ringing"***

MILEAGE REIMBURSEMENT

A motion was made by JoAnn Kipping and seconded by Ed Peterson to approve mileage reimbursement for board members who submitted expense forms. Motion approved. Checks will be mailed by Polk-Burnett's finance department.

ADJOURNMENT

A motion was made by Mary Erickson and seconded by Elvira Schmidt to adjourn the meeting at 2:20 p.m. Motion approved.

Next Board Meeting: Wednesday, October 7, 2026, 1:30 p.m., Centuria