

Polk-Burnett Charities, Inc./Operation Round-Up® Board of Directors Meeting Minutes, July 7, 2021

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 7, 2021, 1:30 p.m. pursuant to notice duly given.

Present: Merle Bergren, JoAnn Kipping, Gary Ganje, Clarice Johnson, Ed Peterson, Herschel Brown, Gretchen Sampson, Elvira Schmidt and Joan O’Fallon (facilitator). Alma Karels joined by phone.

CALL MEETING TO ORDER

Gary Ganje, president, called the meeting to order at 1:35 p.m.

APPROVAL OF THE AGENDA

The agenda was approved with a motion made by Herschel Brown and seconded by Elvira Schmidt.

BOARD RENEWALS

Joan O’Fallon reported that term renewals were approved by the Polk-Burnett Electric Cooperative board at its June 28 regular board meeting for Elvira Schmidt, District 6, and Ed Peterson, District 8. New terms run 2021 – 2024.

BOARD APPOINTMENT

Joan O’Fallon reported that Gretchen Sampson was appointed as the new director for District 2 by the Polk-Burnett Electric Cooperative board at its June 28 regular board meeting. Her term is 2021 – 2024.

BOARD OFFICER ELECTIONS

A motion was made by Ed Peterson to nominate Gary Ganje for president, who declined the nomination. A motion was made by JoAnn Kipping to nominate **Ed Peterson for president**. Elvira Schmidt moved to close the nominations. Seconded by Herschel Brown and approved.

A motion was made by Clarice Johnson to nominate **Elvira Schmidt for vice president**. Ed Peterson moved to close the nominations. Seconded by Herschel Brown and approved.

A motion was made by Herschel Brown to nominate **Alma Karels for secretary-treasurer**. JoAnn Kipping moved to close the nominations. Seconded by Gretchen Sampson and approved.

POLICY AND BYLAW REVIEW

The board reviewed policy amendments and bylaws. A motion was made by Gary Ganje and seconded by Gretchen Sampson to accept the policies as amended. Motion carried. Policy amendments related to financial reports and filings; delegation of day-to-day administrative duties of the secretary/treasurer to the communications director and manager of finance and accounting; and clarification that applications are accepted quarterly, with only one grant per year awarded to an organization. Bylaws were also reviewed and accepted with no amendments.

DELEGATE AUTHORITY TO ADMINISTER SECRETARY/TREASURER DUTIES

A motion was made by JoAnn Kipping, seconded by Gretchen Sampson and approved to delegate day-to-day administrative duties of the secretary/treasurer to the communications director and manager of finance and accounting.

APPROVAL OF APRIL MINUTES

A motion was made by Clarice Johnson and seconded by Gary Ganje to approve the April 2021 meeting minutes. Motion carried. Joan O'Fallon will post minutes on the website.

APPROVAL OF TREASURER'S REPORT

A motion was made by Herschel Brown and seconded by Elvira Schmidt to approve the treasurer's report. Motion carried. The year-to-date total through June 2021 is \$75,113.36. Year-to-date disbursements totaled \$45,075. The ending balance is \$30,038.36.

MEETING FACILILATOR'S REPORT

Joan O'Fallon distributed thank-you notes and publications from grant recipients, newspaper clips and the 2020 Polk-Burnett Charities/Operation Round Up annual report, which was presented to the electric co-op board June 28. O'Fallon reported that Literacy Matters Foundation returned a \$1,000 grant that was not able to be used as requested.

READING OF THE MISSION STATEMENT

Gary Ganje read the mission statement to guide the board's consideration of grant requests.

MOTION TO APPROVE GRANT FUNDING

A motion was made by JoAnn Kipping and seconded by Clarice Johnson to approve \$18,495 in grant funding for 16 organizations listed below. Motion carried.

1. **Friends of Interstate Park & Straight Lake Park, \$1,000, general expenses, supplies, newsletter**
2. **Clear Lake Veterans Memorial, \$1,500, display mannequins, cases and uniform**
3. **Centuria Public Library, \$1,000, summer reading program for youth**
4. **Amery Youth Hockey Association, \$500, equipment for Try Hockey for Free youth program**
5. **Interfaith Caregivers of Burnett County, \$1,500, Heat-A-Home firewood for local families**
6. **Burnett County Family Resource Center, \$1,500, activity kits for local families**
7. **St. Croix Falls Society, \$1,000, new windows and paint for Little Red Schoolhouse at fairgrounds**
8. **Kinship of Polk County, \$1,500, mentoring program for local youth**
9. **Amery Woman's Club, \$1,000, Read Across America books for second graders**
10. **North Land Municipal Ambulance Service, \$1,200, harnesses to transport children safely**
11. **Osceola Elementary School, \$1,000, shelves for pre-K program**
12. **Moms and Dads Against Meth, \$1,000, Butterfly House sobor residence for women**
13. **Webster Chamber of Commerce, \$1,200, welcome signs**
14. **Northwest Passage, \$1,500, musical instruments for kids in residential treatment program**
15. **St. Croix Falls K9 Assoc., \$1,000, support and maintenance of K9 program**
16. **Humane Society of Burnett County, \$1,095, spay and neuter program for cats**

MILEAGE REIMBURSEMENT

A motion was made by Herschel Brown and seconded by Clarice Johnson to approve mileage reimbursement for board members who submitted expense forms. Motion carried. Checks will be mailed by Polk-Burnett's finance department.

ADJOURNMENT

A motion was made by Gary Ganje and seconded by Alma Karels to adjourn the meeting at 2:35 p.m.

Next Board Meeting: Thursday, October 7, 2021, 1:30 p.m., Centuria