

# Polk-Burnett Charities, Inc./Operation Round-Up® Board of Directors Meeting Minutes, July 10, 2024

*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 10, 2024, 1:30 p.m. pursuant to notice duly given.*

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

Absent: Herschel Brown.

## CALL MEETING TO ORDER

Gretchen Sampson, president, called the meeting to order at 1:30 p.m.

## APPROVAL OF THE AGENDA

The agenda was approved with a motion made by JoAnn Kipping and seconded by Ed Peterson.

## BOARD RENEWALS & NEW APPOINTMENTS

Joan O'Fallon reported that term renewals were approved by the Polk-Burnett Electric Cooperative board at its June 24 regular board meeting for Gretchen Sampson, District 2; Elvira Schmidt, District 6 and Ed Peterson, District 8. New terms run 2024 – 2027.

O'Fallon also reported District 9 Director Kelly Bertuleit resigned and a new director, Diane Lund, was appointed by the electric co-op board.

## BOARD OFFICER ELECTIONS

A motion was made by JoAnn Kipping and seconded by Elvira Schmidt to nominate **Gretchen Sampson for president**. Nominations closed. Unanimous approval.

A motion was made by Gary Ganje and seconded by Elvira Schmidt to nominate **Marlyn Bottolfson for vice president**. Nominations closed. Unanimous approval.

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

## DELEGATE AUTHORITY TO ADMINISTER SECRETARY/TREASURER DUTIES

A motion was made by JoAnn Kipping and seconded by Elvira Schmidt to delegate day-to-day administrative 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. No changes.

## APPROVAL OF APRIL MINUTES

A motion was made by Gary Ganje and seconded by Ed Peterson to approve the April 2024 meeting minutes. Motion approved. Joan O'Fallon will post minutes on the website.

### APPROVAL OF TREASURER'S REPORT

A motion was made by Diane Lund and seconded by Gary Ganje to approve the treasurer's report. Motion approved. Year-to-date funds through June 2024 totaled \$56,938.87. Year-to-date grants totaled \$35,444, and \$570.84 was paid out for mileage reimbursement. The ending balance is \$20,924.03.

### MEETING FACILILATOR'S REPORT

Joan O'Fallon distributed thank-you notes and publications from grant recipients, newspaper clips and the 2023 Polk-Burnett Charities/Operation Round Up annual report, which was presented to the electric co-op board June 24. O'Fallon asked to change the date of the October board meeting due to a community service day with Dairyland Power Cooperative. The board will meet Thursday, October 3, 1:30 p.m. in Centuria.

### 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 Ed Peterson and seconded by JoAnn Kipping to approve \$20,250 in grant funding for 22 organizations listed below. Motion approved.

1. **Amery Area Historical Society, \$1,000, classroom tables and chairs**
2. **Sterling, Eureka & Laketown Historical Society, \$1,000, camcorder and editing software**
3. **Friends of Frederic Library, \$1,000, summer reading program for youth**
4. **Party for a Lifetime, \$1,000, financial assistance for people with cancer**
5. **Osceola Elementary School, \$500, shelves for pre-K classroom**
6. **Grantsburg Public Library, \$1,000, create a space for teenagers**
7. **Moms and Dads Against Meth, \$1,000, Butterfly House sober residence for women**
8. **Kinship of Polk County, \$1,000, recruiting and training volunteer mentors, group activities**
9. **Amery Power Lifting, \$250, lifting equipment and costs to attend state and national meets**
10. **The Salvation Army, Polk County \$1,000, food backpacks for Polk County school students**
11. **The Salvation Army, Burnett County, \$1,000, food backpacks for Siren School students**
12. **Polk County Dept. of Children and Families, \$1,000, gas cards for families**
13. **Centuria Public Library, \$1,000, summer reading program**
14. **Frederic Senior Community Center, \$1,000, automated external defibrillator**
15. **Amery Woman's Club, \$1,000, books for Amery second graders, Read Across America**
16. **Osceola Wheels & Wings, \$250, line striping machine**
17. **Gift of Warm Clothing, \$1,000, new and gently used coats and winter clothes for local families**
18. **Friends of Larsen Family Public Library, \$1,000, early childhood STEM reading program**
19. **Grantsburg Area Historical Society, \$1,000, storage equipment for history room at library**
20. **Siren Schools, \$250, furniture for K-12 media center**
21. **Mental Health Task Force of Polk County, \$1,000, first aid training**
22. **Family Pathways, \$2,000, food and fresh produce for Frederic and St. Croix Falls food shelves**

The board denied a grant request from **Family Friendly Workplaces, \$1,000, for a certification program for Polk County companies**, because it doesn't fit our mission and giving guidelines.

### MILEAGE REIMBURSEMENT

A motion was made by Gretchen Sampson 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 Gary Ganje and seconded by Julie Minell to adjourn the meeting at 2:45 p.m.  
Motion approved.

**Next Board Meeting:** Thursday, October 3, 2024, 1:30 p.m., Centuria