

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

## Board of Directors Meeting Minutes, July 9, 2025

*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 9, 2025, 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 and Joan O'Fallon (facilitator).

Absent: Ed Peterson.

### CALL MEETING TO ORDER

Gretchen Sampson, president, called the meeting to order at 1:31 p.m.

### APPROVAL OF THE AGENDA

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

### BOARD RENEWALS & NEW APPOINTMENTS

Joan O'Fallon reported that term renewals were approved by the Polk-Burnett Electric Cooperative board at its June 23 regular board meeting for Julie Minell, District 1; Mary Erickson, District 5 and Diane Lund, District 9. New terms run 2025 – 2028.

### BOARD OFFICER ELECTIONS

A motion was made by JoAnn Kipping and seconded by Mary Erickson 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 Mary Erickson and seconded by JoAnn Kipping 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. No changes.

### APPROVAL OF APRIL MINUTES

A motion was made by Marlyn Bottolfson and seconded by JoAnn Kipping to approve the April 2025 meeting minutes. Motion approved. Joan O'Fallon will post minutes on the website.

### APPROVAL OF TREASURER'S REPORT

A motion was made by Gary Ganje and seconded by Diane Lund to approve the treasurer's report. Motion approved. Year-to-date funds through June 2025 totaled \$55,328.36. Year-to-date grants totaled \$30,834.80, and \$487.20 was paid for mileage reimbursement. The ending balance is \$24,006.36.

#### MEETING FACILILATOR'S REPORT

Joan O'Fallon distributed thank-you notes and publications from grant recipients, newspaper clips and the 2024 Polk-Burnett Charities/Operation Round Up annual report, which was presented to the electric co-op board June 23.

#### 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 Diane Lund to approve \$22,000 in grant funding for 20 organizations listed below. Motion approved.

1. **Quarter Moon Acres Equine Therapy Center, \$1,250, equipment, dues and educational materials**
2. **ICCPA Foundation, \$1,000, newspaper for kids to improve reading**
3. **Frederic Arts, Inc. \$1,000, artist lecture series for community**
4. **Moms and Dads Against Meth, \$1,000, Butterfly House, transitional sober residence for women**
5. **Amery School Tech Education, \$1,000, cordless orbital sanders and nail guns**
6. **Amery Women's Club, \$1,000, Read Across America book for second graders**
7. **Friends of Wisconsin Interstate Park, \$1,000, Nature Storytime program at Ice Age Center**
8. **Town of Lorain Fire Department, \$1,500, extractor to clean personal protective equipment**
9. **The Salvation Army of Polk County, \$1,500, food backpack program for local students**
10. **The Salvation Army Faith House, \$1,500, food backpack program for local students**
11. **St. Croix Valley Orchestra, \$1,000, new music, concert programs and posters, guest musicians**
12. **Kinship of Polk County, \$1,000, recruit and train mentors for local youth, and host group activities**
13. **Frederic FFA, \$1,000, hydroponic food production and education**
14. **Gift of Warm Clothing, \$1,000, coats, snow pants, boots, hats and mittens for local families**
15. **Amery Area Historical Society, \$1,000, First 100 Years of Amery exhibit**
16. **Lifeline Food Pantry, \$1,500, food for families in Clear Lake area**
17. **Friends of Frederic Family Library, \$1,000, summer reading program and child-sized binoculars**
18. **Mental Health Task Force of Polk County, \$1,000, mental health first aid training program**
19. **Balsam Lake Farmers Market, \$1,000, weekly tokens for kids to purchase fresh produce**
20. **Memory Days Steering Committee, \$750, Pony rides, 125th anniversary bus tour**

The board denied a grant request from **River Valley Hockey Association, \$1,500, new dasher boards for outdoor rink**, because it was too early. The organization is eligible to apply in fall 2025.

#### MILEAGE REIMBURSEMENT

A motion was made by JoAnn Kipping and seconded by Mary Erickson 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 Gretchen Sampson to adjourn the meeting at 2:15 p.m. Motion approved.

**Next Board Meeting:** Thursday, October 1, 2025, 1:30 p.m., Centuria