

Meeting: United Way Board of Directors	Date: 9/17/2025	Location: United Way Board Room	Start Time: 4:02 p.m.	End Time: 5:27 p.m.
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Presiding: London Cooper, 2025 Board President

Attendance: Justin Adamski, Craig Aittama, Alexis Bushman, London Cooper, Shena Davis, Paula Erickson, Vanessa Garcia-Bores, Andrew Halverson, Jessica Hoerter, Todd Huspeni, Terri Marki, Joe Martino, Matt Paulus, Tina Peters, Michelle Przybylski, Suzanne Rathe, Ross Rettler, Beth Sekerka, Steven Thompson, Ariel Welling, Elisha Williams,

Staff Attendance: Fred Hebblewhite, Shelly Hanson, Katie Gilles, Hannah Hetland, Mae Nachman, Laura Pfeil, Katherine Pogorzelski

Absent: Paul Gwidt, Cory Hirsbrunner, Patrick Johnson, Alex Okray, Kate Budd, Steve Kunst

Agenda Item	Discussion	Action Taken / Action Required
Call to Order	2025 board President London Cooper called the meeting to order at 4:02 p.m.	
Consent Agenda Minutes	<p>Board of Directors Minutes 6/18/2025</p> <p>1.) Motion to approve board minutes</p> <p>Communications Committee minutes 7/10/25</p> <p>2.) Motion to approve communications committee minutes</p>	<p>1.) Halverson / Bushman / Carried Unanimously</p> <p>2.) Rettler / Erickson / Carried Unanimously</p>

Speakers	<p><u>Annie Davis</u> – Senior Director, US -Global Network Advancement</p> <p>UW Self Assessment Results –</p> <ul style="list-style-type: none">• Higher than average results- Overall Growing/ Thriving• Focus for improvement:<ul style="list-style-type: none">-Plan and diversify revenue-Advocate for Public Policy that advance impact priorities-Engage with Global UW network to create a culture of trust (example attending CEO meeting September 29th) <p><u>Scott Deitz</u>- Founder and President of Convene Communication Strategies</p> <p>UWPC Strategic Planning Process</p> <ul style="list-style-type: none">• 3 Year plan – one page – Don’t Let It Sit – consider revisiting goals quarterly• Value Creation: Finance, Reputation, Social• At a glance:<ul style="list-style-type: none">-Foundational: Purpose, Mission, Values-SWOT: Strengths, Weaknesses, Opportunities, Threats-Business Functions: Each area of business and goals-KPI (Key Performance Indicators)-Plan implementation and accountability	
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Committee Reports	<p><u>Finance</u> (<i>Aittama</i>)</p> <p>2025 Jan-August Budget vs Actual and Balance Sheet</p> <p>Aittama reported a \$ 30,000 loss but was ok because the loss was projected to be higher - currently \$66,000 ahead. Balance sheet has a small formula error that will be corrected and resent. Assets at 7.4 M. Equity is strong.</p> <p>3.) Approve P&L</p> <p>4.) Approve Balance Sheet (<i>after formula is corrected</i>)</p> <p>5.) Increase the 2-signature limit to \$5,000</p> <p>6.) Approve Reserve Policy</p> <ul style="list-style-type: none"> • Increase Reserves from 4 to 6 months • Revise Unrestricted Reserves usage limit from 10-20% to \$350,000 annually to provide consistency and stability for budgeting purposes <p>7.) Finance Committee 9/15/25 minutes</p> <p><u>Community Impact</u> (<i>Nachman</i>)</p> <p>Vision Council</p> <p>Uplift and Rise Programs had \$70k in grant cuts and cannot expand services</p> <p>8.) Community Resilience Impact Area</p>	<p>3) Welling / Erickson/ Carried Unanimously</p> <p>4) Erickson / Wellington / Carried Unanimously</p> <p>5) Welling/ Rathe/ Carried Unanimously</p> <p>6) Huspeni/Przybylski/ Carried Unanimously</p> <p>7) Hoerter/ Halverson Carried Unanimously</p> <p>8) Hoerter/ Rettler/ Carried Unanimously</p>
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Committee Reports	<p>9.) Emerging Needs funding needed for Year 2 of the Opportunity for Hope Program at \$40 K</p> <p>10.) Vision Council 8/12/2025 minutes</p> <p><u>Resource Development</u></p> <p>Endowment – United Circle of Hope Update (<i>Gilles</i>)</p> <ul style="list-style-type: none"> • The project is nearly finished; all that’s left is to receive and install the sign. “Ribbon Cutting” event Tuesday September 24th at 4 pm • The project is currently under budget • Big thank you to Rettlers for helping design the Circle of Hope and for their willingness to stick with the project through numerous twists and turns <p>11.) Increase existing \$2,000 minimum to a \$10,000 minimum for United Circle of Hope recognition</p> <p>12.) Endowment Committee 7/16/2025 minutes</p>	<p>9) Rathe/ Bushman/ Carried Unanimously</p> <p>10) Welling/ Hoerter/ Carried Unanimously</p>
Other Business	<p>Open Board Seat</p> <p>13.) Jeff Brasel (Festival Foods) nominated to replace: Margarita Johnston</p>	<p>11) Hoerter/ Rathe/ Carried Unanimously</p> <p>12) Erickson/ Bushman/ Carried Unanimously</p> <p>13) Huspeni/ Rettler/ Carried Unanimously</p>

Other Business	<p>By-Laws (<i>Thompson</i>)</p> <ul style="list-style-type: none"> Board discussed concerns of committees repopulating without Board oversight (Article 8, sec. 4). <ul style="list-style-type: none"> Board discussed the option of approving a committee list at the beginning of the year through either the Board or Exec Committee Thompson suggested that once the revised Articles and Bylaws are adopted, we can revisit these concerns and adjust as needed. Thompson suggested that the Article 3, Section 1 “purpose” language be replaced with the comment suggested language in comment SHT2. He also feels Article 9, section 1 should be replaced with a more generic “follow the law” language. <p>14.) Resolution to approve and direct the Board President to call for a special meeting of the members (<i>Copy of Motion Below</i>)</p> <p>Copy of Motion by Director Thompson at September 17, 2025, Meeting of the Board of Directors of the United Way of Portage County.</p> <p>I move that the Board approve the following Resolution: Pursuant to Section 3 of the Bylaws, the Board hereby approves and directs the President to call for a special meeting of the Members for the purpose of voting on the amendment and restatement of the Articles of Incorporation and Bylaws in the form presented in the September 17, 2025, Board Packet with the following exceptions:</p> <ul style="list-style-type: none"> that track changes be approved and comments removed and that purpose language in Article 3, Section 1 be replaced with the comment suggested language under comment SHT2 and strike the limitation in Article 8, Section 4, (iii). 	<p>14) Thompson/ Huspeni/ Carried Unanimously</p>
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Staff Reports	<p>Diaper Bank Update</p> <ul style="list-style-type: none"> • Snag when applying for building permits- needed an architect rendering of work to be completed. Fred has been working with Andrew Halverson and Ellis construction to work through snag and construction is underway • Diaper Drive netted 3x the diapers we received last year • Steel King donating racking <p>Community Engagement Coordinator- position posted and actively conducting interviews</p> <p>Administrative Associate – Welcome Katherine Pogorzelski</p> <p>Shelly Hanson- Accepted to UW Worldwide Finance Council</p>	
Next Board Meeting	November 19th 2025	
Adjourn	Board President London Cooper motioned to adjourn at 5:27pm	