

**LE Phillips Senior Center
Board Meeting Minutes**

Date: 8-26-25

Time: 8:00 AM

Location: LEPSA

Present: Bryan Bessa, Doug Mell, Jerilyn Kinderman, Denise Wirth, Mary Mero, Sandy Pocernich, Larry Zorn, Jackie Minor, Janet Lesniewski, Bill Beaton
Absent: Colleen Bates, Aric Burch, Jim Bunkelman

1. Call to Order

The meeting was called to order by Bessa. A few words were spoken in remembrance and honor of Pieter Graaskamp.

2. Approval of Minutes

The minutes from the May 2025 meeting were approved unanimously following a motion by Mero and a second by Pocernich.

3. Treasurer's Report – Kinderman

- In the future, when a monthly meeting is missed, financials will still be sent to board members that month.
- Combined year-to-date Donations and Friends Donations are trending higher compared to last year. These figures include donations made in connection with the resource fair, which is also off to a strong start.
- The Center received approximately \$3,000 from Pieter Graaskamp's Memorial. A special thank you to Pieter's family.
- Wellness programs continue to perform well.
- Zorn asked about the low interest income figure for July. This will be researched with the accountant to determine if the entry was properly recorded.

4. Director's Report – Minor

- a. **City & County Reports** – Reports have been submitted. The County budget meeting will be held at the Center.
- b. **Fitness Equipment Update** – Equipment was assessed, cleaned, and recommendations provided in July. Cost: \$2,800.
- c. **Clean-up & Resource Fair** – More volunteers are needed for Center Clean-up Day (Sept 13). Resource Fair will be held Sept 16. Raffle tickets are being sold. Everyone is encouraged to attend and invite the public. Vendor spots are full, with a waitlist. News release and community partner invitations will go out closer to the event.
- d. A **front desk employee** and **volunteer coordinator** will be hired soon.
- e. **Sylvia Steiner Room recognition** is in process.
- f. **Liability insurance** costs will increase; review confirmed the current company remains the best option.

5. Committee Reports

- a. **Executive Committee (Bessa)** – July meeting served as a midyear check-in. Discussed member survey and reviewed Strategic Plan.

b. **Building Committee (Minor)** – Parking lot project was successful. Garbage disposal installed and operational. Entrance Reconstruction plans submitted to the state for review. Basement duct work for pickleball courts to follow Fire Alarm System completion (estimated November). New fire alarm system installation begins today, scheduled through October.

c. **Programs & Community Outreach Committee (Mero)** – No new information.

d. **Finance Committee (Kinderman)** –

- Original Endowment Fund document being used as a basis for creating an investment policy.
- Authorization given to Ameriprise to transfer Cetera investment funds.
- Ameriprise (Travis Kraker) approved to rebalance investments quarterly.
- Investment Policy in progress; will be reviewed by Finance Committee before submission to the board.
- Wish list (fitness equipment, furniture, sidewalk edger) totaling \$9,192 approved. Motion by Zorn, seconded by Pocernich, all in favor.

e. **Fundraising & Planned Giving Committee (Pocernich)** – Focus this fall on sponsorships and planned giving.

f. **IT Committee (Minor)** – New computers and modem installed with volunteer support. Kudos extended to the committee.

6. Old Business

No old business.

7. New Business

Mell will take minutes for the next two meetings while Wirth is away.

8. Adjournment

The meeting was adjourned at [Insert Time] following a motion by Mero and a second by Mell. Motion passed unanimously.

Next Meeting

September 23, 2025, at 8:00 AM.

Respectfully submitted,

Denise Wirth, Secretary