**portageparksfoundation.org**

**AGENDA**

Wednesday, September 24, 2025

5:30-6:30 p.m.

Location: 320 Library Lane (Conference Room)

1. **Open Meeting & Roll**
2. **Review Meeting Minutes**

a. Approval of the July 23, 2025 Meeting Minutes

1. **Financial Update** 
   1. Income/Expenses Budget Statement Review (as of June 30, 2025 statement)
      1. Donations Received - $2,618.87
      2. Invoices Received & Payment Approvals
      3. Huntington Bank Balance - $169,358.37
      4. PayPal Account Balance - $0
   2. Status of Project Fund Balances (as of July 23, 2025 Meeting)
      1. ADA Swing - $25
      2. Scholarship Program - $1,960
      3. Bike Repair Stations - $0
      4. Trail Endowment - $2,464
      5. General Fund – $37,690.92
      6. Oktoberfest Fundraiser - $4,500
      7. Inspirational Garden (Judy Acker-Smith) - $79,769.40
      8. Leaf-A-Legacy Tree Program - $42,949.05
      9. Special Projects - $0
2. **Communication Update**
   1. Website corrections and/or updates
   2. Emails & responses update from the PPF website
   3. LARA & IRS Filing Status (2025)
3. **Next Steps & Adjourn Meeting**
   1. Fund Raising events update
      1. Corporate Sponsor(s) by park location
      2. Annual Portage Parks Membership
      3. Leaf-A-Legacy Update
      4. Oktoberfest Annual Fundraiser Update:
      5. Judy Acker-Smith Inspirational Garden Update
      6. Summer concerts update
   2. Miscellaneous Actions
      1. Historical Markers (12): Austin Tavern & Lathrop Hotel
      2. Additional Discussions: Oktoberfest planning
   3. Adjournment