



PORTAGE PARKS FOUNDATION

Portage Parks Foundation Special Meeting Minutes

October 2, 2019

Portage Parks Foundation Board: Pete Strazdas, Steve Meier, Sue Williams, Jeff Ruhland, Patti Lent, Charles Thomas, Ray Steadmon

Board Absent (excused): N/A

Board Absent (unexcused): N/A

Guests: Kathleen Hoyle – Director of Parks, Recreation, and Senior Center Services

I. OPEN SPECIAL BOARD MEETING & ROLL

Special Board Meeting called to order by Mr. Pete Strazdas at 5:35 pm. Roll recorded by Mr. Meier, all 7 Board Members present.

II. FINANCIAL UPDATE

Reviewed Pam Dazey (Website Developer) Invoice # 1925601 (\$341.50) and Invoice # 1927101 (\$84.00) for payment. Total amount invoiced is \$425.50.

Motion to approve both Invoice amounts by Mr. Thomas, second by Ms. Williams. Unanimous vote to approve.

Mr. Ruhland to prepare the payment.

III. ADDITIONAL ITEMS DISCUSSED

- a. Mr. Ruhland to activate the PayPal account with the PPF website prior to November meeting.
- b. Mr. Thomas to provide the PPF Board with Instagram Training during November meeting.
- c. Mr. Strazdas stated that the PPF will begin to brainstorm a solicitation presentation for a fundraising event in early 2020. Time will be allotted during the November meeting.
- d. Mr. Steadmon will research the bylaws of the 501c(3) to allow the PPF Board email voting rights in case another Special Meeting does occur. Mr. Steadmon will provide an update at the November meeting.



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IV. MEETING ADJOURNMENT

Motion to adjourn was made by Mr. Ruhland, second provided by Mr. Thomas at 5:50 pm.
Unanimous vote to adjourn.

Respectfully Submitted,

Mr. Steven Meier
Portage Parks Foundation Board Secretary