



Portage Parks Foundation Board Meeting Minutes

May 13, 2026

Portage Parks Foundation Board Present: Pete Strazdas, Jason Kamrath, Chris Pollack, Lora Seifert, Chris Fusciardi, Jeff Ruhland

Board Absent (excused): Shannon Myers

Board Absent (unexcused): N/A

Guests: Ms. Kathleen Hoyle – Director of Portage Parks & Recreation & Senior Center
Ms. Dawn Smith – Chairperson for Portage Parks Board

Meeting started and roll conducted at 5:32 pm.

I. APPROVAL OF MEETING MINUTES

Motion to approve March 11, 2026 minutes with a correction to the attendee list by Mr. Kamrath and second by Mr. Ruhland. Unanimous vote to update and approve.

II. 2026 MEETING CALENDAR

Tentative Meeting Dates: **July 8th, Sept 9th, Nov 11th**

III. ADDITIONAL / SPECIAL BOARD MEETINGS

Oktoberfest Planning – Mr. Kamrath to determine date and schedule

IV. FINANCIAL UPDATE – Mr. Fusciardi (motion to approve by Mr. Ruhland, 2nd by Mr. Pollack)

02/28/2026 Bank Statement Balance		\$ 107,816.26		
				Total Donations Received in Period:
Donations	<i>General Fund</i>	\$3,024.01	\$	8,769.54
Expenses	<i>General Fund</i>	(\$60.00)		
Interest Income	<i>General Fund</i>	\$42.69		
Expenses	<i>Leaf-A-Legacy</i>	(\$50,000.00)		
Donations	<i>Leaf-A-Legacy</i>	\$5,745.53		
Grants	<i>Leaf-A-Legacy</i>	\$2,500.00		
Grants	<i>General Fund</i>	\$4,000.00		
04/30/2026 Calculated Bank Statement Balance		\$73,068.49		
04/30/2026 Bank Statement Balance (Statements)		\$73,068.49		
Check		\$0.00		
04/30/2026 PayPal Balance		\$0.00		
04/30/2026 Total Cash Position		\$73,068.49		

	Fund Balance @ March	Meealance @ May	Meeting
ADA Swing	\$ 25.00	\$ 25.00	
Scholarship Donations	\$ 1,960.00	\$ 1,960.00	
Bike Trail Stations	\$ -	\$ -	
Trail Endowment Fund	\$ 2,464.00	\$ 2,464.00	
General Fund	\$ 46,429.89	\$ 53,436.59	
Oktoberfest	\$ 2,000.00	\$ 2,000.00	
JAS Inspirational Garden	\$ 742.29	\$ 742.29	
Leaf-A-Legacy	\$ 54,195.08	\$ 12,440.61	
Special Projects	\$ -	\$ -	
Total Balance	\$ 107,816.26	\$ 73,068.49	



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V. COMMUNICATION UPDATE

- a. *Website Corrections & Updates*
Leaf-A-Legacy program and Patti Lent picture to be removed from website.
- b. *Emails & Responses – No new activity*
- c. *LARA & IRS Form 1024 Status – Mr. Fusciardi & Ms. Myers*
 - LARA filing by October 1, 2026
 - IRS 990N filing by November 16, 2026 (will require filing a 990-EZ form)

VI. PROJECTS / PROGRAMS UPDATES

Leaf-A-Legacy Committee: Ms. Hoyle & Mr. Strazdas

- Dedication took place at the hayloft in Celery Flats on May 7.
- Mr. Ruhland to complete balance of letters to donors
- A check will be written from the foundation to the city for remaining funds in the foundation account.

Oktoberfest Annual Fundraiser (tentative September 26, 2026 – 2pm to 7 pm):

- Mr. Kamrath to set planning meeting for May 21, at 5:30pm

Summer Concert Fundraising – Mr. Kamrath

- Dates: June 4, June 11, July 9, July 23, August 27.
- \$200 in gift cards received from Meijer for fundraising supplies

VII. MISCELLANEOUS DISCUSSION / ACTIONS & ADJOURNMENT

Patti Lent Resignation:

- On April 29, 2026, Patti Lent submitted her resignation from the Parks Foundation board. This resignation was accepted by the Board with a motion from Mr. Ruhland and second by Mr. Pollack with unanimous approval. Thank you Patti for all your contributions!

Parks Board Discussion:

- Dawn Smith has become the Parks Board chairperson.
- Little Library – The Parks Foundation will provide \$350 to cover project expenses. Funding approved with motion by Mr. Ruhland and second by Mr. Kamrath.

The Meeting adjourned at 6:28 PM. Motion to adjourn by Mr. Strazdas

Next Meeting: July 8, 2026 at 5:30 pm at 320 Library Lane Conference Room.

Respectfully Submitted,

Chris Pollack, Portage Parks Foundation Board Secretary