



PORTAGE PARKS FOUNDATION

portageparksfoundation.org

AGENDA

Wednesday, November 13, 2024

5:30-6:30 p.m.

Location: 320 Library Lane (Conference Room)

- I. Open Meeting & Roll**
- II. Review Meeting Minutes**
 - a. Approval of the September 18, 2024 Meeting Minutes
- III. Financial Update**
 - a. Income/Expenses Budget Statement Review
 - i. Donations Received (as of 8/31/24 - \$11,787.39)
 - ii. Invoices Received & Payment Approvals
 - iii. Huntington Bank Balance
 - iv. PayPal Account Balance
 - b. Status of Project Fund Balances (as of 8/31/24 bank statement & September 18, 2024 Meeting)
 - i. ADA Swing - \$25
 - ii. Scholarship Donations - \$2,535
 - iii. Bike Trail Stations - \$75
 - iv. Trail Endowment Fund - \$1,864
 - v. General Fund – \$16,730.29
 - vi. Oktoberfest Fundraiser - \$7,602.99
 - vii. JAS Inspirational Garden - \$110,848.40
- IV. Communication Update**
 - a. Website corrections and/or updates
 - b. Emails & responses update from the PPF website
 - c. IRS 990N (file by 11-15-24)
- V. Next Steps & Adjourn Meeting**
 - a. Fund Raising events update
 - i. Corporate Sponsor(s) by park location
 - ii. Annual Portage Parks Membership
 - iii. Leaf-A-Legacy Update
 - iv. Oktoberfest Annual Fundraiser: determine 2025 date & location
 - v. Judy Acker-Smith Inspirational Garden Update
 - b. Miscellaneous Actions
 - i. Portage Cultural Arts Committee Fiscal Sponsorship
 - ii. Historical Markers (12): Austin Tavern & Lathrop Hotel
 - iii. Parks Board 2024/2025 Top 5 financial requests from the Portage Parks Foundation
 - iv. Additional Announcements
 - c. Adjournment