



Portage Parks Foundation Board Meeting Minutes
March 11, 2026 (revision A)

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

Board Absent (excused): Shannon Myers

Board Absent (unexcused): N/A

Guests: Mr. Joe Wilhelme - Deputy Director - Parks & Recreation

Meeting started and roll conducted at 5:31 pm.

I. APPROVAL OF MEETING MINUTES

Motion to approve January 11, 2026 minutes by Mr. Kamrath and second by Mr. Ruhland.
 Unanimous vote to update and approve.

II. 2026 MEETING CALENDAR

Tentative Meeting Dates: **May 13th, 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

Feb 28, 2026 Bank Statement Balance		\$	106,569.93		
				Total Donations Received in Period:	
Donations	General Fund	\$	1,541.80	\$	1,541.80
Expenses	General Fund		(\$359.88)		
Interest Income	General Fund		\$64.41		

02/28/2026 Calculated Bank Statement Balance	<u>\$107,816.26</u>
02/28/2026 Bank Statement Balance (Statements)	\$107,816.26
Check	\$0.00

02/28/2026 PayPal Balance	<u>\$0.00</u>
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02/28/2026 Total Cash Position	<u>\$107,816.26</u>
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	Fund Balance @ January	Fund Balance @ March 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	\$ 45,183.56	\$ 46,429.89
Oktoberfest	\$ 2,000.00	\$ 2,000.00
JAS Inspirational Garden	\$ 742.29	\$ 742.29
Leaf-A-Legacy	\$ 54,195.08	\$ 54,195.08
Special Projects	\$ -	\$ -
Total Balance	\$ 106,569.93	\$ 107,816.26



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V. COMMUNICATION UPDATE

- a. *Website Corrections & Updates*
Meeting agendas to no longer be hosted on the PPF 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
(2025 submission will require filing a 990-EZ form)

VI. PROJECTS/PROGRAMS UPDATE

- a. *No Updates*

VII. NEXT STEPS & ADJOURNMENT

a. FUNDRAISING EVENTS UPDATE

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

- The Leaf-A-Legacy program will wrap up May 7, 2026
- Dedication to take place at the hayloft in Celery Flats on May 7, 5-8pm.
- A plaque with doner names to be located near the hayloft. Mr. Ruhland, Mr. Strazdas and Ms. Dunn to confirm doner names.
- 300-400 trees planted last fall; balance to be planted this spring.
- \$50K to be committed to City of Portage. Motion to commit funds by Mr. Ruhland and second by Mr. Pollack to write check to City. Unanimous approval by board.

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

- Mr. Kamrath to set planning meeting for March 17, at 5:30pm

Summer Concert Fundraising – Mr. Kamrath

- Dates: June 4, June 11, July 9, July 23, August 27.
- Mr. Pollack to coordinate submission to request gift card donation (\$500) from Meijer



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VIII. NEXT STEPS & ADJOURNMENT

a. MISCELLANEOUS ACTIONS

Lakeview Park Restroom Upgrade: Ms. Hoyle & Mr. Strazdas

- Mr. Strazdas to submit a letter of support for a grant to upgrade the Lakeview Park restrooms. Motion to submit from Mr. Ruhland; second by Mr. Kamrath. Unanimous board decision to submit.

The Meeting adjourned at 6:08 PM. Motion to adjourn by Mr. Strazdas

Next Meeting: May 13, 2026 at 5:30 pm at 320 Library Lane Conference Room.

Respectfully Submitted,

Chris Pollack, Portage Parks Foundation Board Secretary