



**“With A Little Help...”, Inc. Board of Directors Meeting Minutes**

**Location: Aurora Hospital Gifford Room, 36500 Aurora Drive, Summit, WI  
and Teleconference: 1 (712) 432-1500, Participant Access Code: 894543#  
Sunday, September 20<sup>th</sup> at 1:00 pm**

**Present:**

*President: Erica Andres; Vice President: Scott Uhlman; Secretary: Kirsten Nichols; Treasurer & Camp Coordinator: Michael Hlavenka; Additional Board Members: Julie Chaloupka; Tyler Engel; Jeff “Biff” Martinkoski; Lauren Oftedahl*

*Others present: Sarah Treadwell, Linda Lee*

**Absent:**

*Board Members: Joe Fortuna; Kelly Zolinski; Michael Zolinski*

Erica Andres called the meeting to order.

**President’s Report:** Erica Andres

- No Report Given

**Secretary’s Report:** Kirsten Nichols and Julie Chaloupka

- Julie Chaloupka read minutes from 8/11/15 meeting. Kirsten Nichols moved to accept, Scott Uhlman seconded, voted and accepted unanimously.
- Kirsten Nichols asked for comments on minutes from 9/4/15 meeting. Scott Uhlman moved to accept, Tyler Engel seconded, voted and accepted unanimously.

**Treasurer’s Report:** Michael Hlavenka

- Read minutes from 9/4/15 meeting. Biff Martinkoski moved to accept, Lauren Oftedahl seconded, voted and accepted unanimously.
  - Highlights:
    - Drag queen bingo fundraising event was big success, will be more heavily promoted next year
    - Lauren Oftedahl may make email and draft business cards for WALH, bumper stickers

**Summer Camp Review:**

- This year there were 12 new volunteers, 5 of which were Wawbeek staff, overall positive pairings
- Positives:
  - Food was much better
  - Amazing race event well-enjoyed
  - Campfire breakfast
  - Wawbeek staff were very agreeable

- Challenges:
  - One camper was abusive towards volunteer, one volunteer was not attentive/available to camper. Letters of warning will be sent to both
  - Foot abrasions to several people who used pools, need pool shoes for next year

### **Background Checks**

- CCAP has been used on everyone new since Erica Andres became responsible for checks, but this does not catch violations in other states. Also, no policy is written regarding what crimes ban participation.
- Recommended: spending \$15 to do full DOJ checks on all new people, occasional repeats for fairness.
- Written policy should be drafted - Erica Andres, Kirsten Nichols, and Michael Hlavenka will draft policy for approval at next meeting with procedure, certain hard nos and room for discretionary decisions.

### **Committees**

- Bylaws committee: no report, first meeting date TBD
- Advisory committee: Linda Lee
  - Provided draft outline of committee purpose, composition, offered several names to nominate to board. Discussed whether committee would be needed, mandatory, compensated, etc. Board agreed that WALH would benefit from advice of committee, but it would be important to make clear that WALH is not bound to the committee's recommendations. Committee will have access to minutes, financial records, some other not-publicly-available WALH records via website login.
- Newsletter committee: Kirsten Nichols
  - Asked whether newsletter was still beneficial. Discussion recommended including Mike Tews in story writing.
  - Agreed that a holiday photo and news mailing sent to mailing list rather than quarterly newsletter - Scott Uhlman and Kirsten Nichols will work on this for 2015.
- Fundraising committee: Julie Chaloupka
  - June wine tasting event:
    - No basket should be over \$300.00, some were valued too high.
    - "Tip your waitress" should be put on the tickets, and reminders given to tip.
    - Thank-yous will be going out soon. Lauren and Sarah will send
    - Possible raffle item: time shares
  - Future events:
    - Yankee Candle in Oct./Nov.
    - Restaurant Fundraisers, looking into Mongolian Grill and Chiptole
- Camp committee: Erica Andres
  - Notified board that she conducts interviews with new camp participants, needs some assistance from camp committee. Board agreed this was beneficial
  - Discussion of whether Corvette Night should move to a different night, maybe Saturday or Sunday when we don't have a lot going on, since Thursday is a busy day/night. Maybe they could stay overnight.
- Sunshine: Biff Martinkoski
  - Future visits include Dave Nelson, Mike Trimpe, and Becky Trochinski. Becky is not doing so well battling cancer.
- Website: Lauren Oftedahl

- Website should say something about safety and no alcohol at camp

### **Fall Camp 2015**

- Will be held October 23-25, applications due October 7<sup>th</sup>
- Food: Friday night will be pizza, Saturday, soup
- We are in need of gift cards for fall camp, if anyone has any connections, or donations. Some donations have already been made: Mary Kay gave \$100.00 for soda/water, Scott & Linda donated breakfast, Jean donated bread, Marty donated ribs.
- Activities needed for fall camp.
- Tickets should be brought to sell for the Year-round raffle and money collected from people who have tickets sold

### **Old Business**

- No old business

### **New Business**

- No new business

### **Future Meetings**

- Next Board of Director's meeting will be November 15, 2015 in Oak Creek, WI, time and place TBA
- Planned meeting/Holiday party will be January 23, 2016 in Verona, WI

Meeting closed.

Respectfully submitted,

Kirsten Nichols, Secretary.

Thanks to Julie Chaloupka for assistance