

With A Little Help, Inc.  
Board of Directors Meeting Minutes  
Saturday, January 13, 2018

Location changed from Aurora Hospital, Summit, WI to Palkowski Home, Franklin, WI due to inclement weather

Present: Linda Lee, Donna Palkowski, Julie Chaloupka, Mary Kay Lee, Scott Uhlman and Julie Chaloupka  
Phone in attendance – Joe Fortuna, Lauren Oftendahl, Kim Whitmore and Jeff Matinkoski

Excused: Hailey Frieler, Amber Schmidt

Meeting called to order at 11:08 a.m.

Approval of **Secretary's Minutes** from November 3, 2017 Meeting. Motion made to accept by Jeff Martinkoski, 2<sup>nd</sup> by Mary Kay Lee. Approved

**Treasurers Report** provided by Mary Kay Lee is as follows:

Checking Account opening balance as of 10/31/17	= \$8,715
Checking account closing balance as of 12/31/17	= \$13,476
Money Market (BMO xxxx904),	value = \$22,828
CD (BMO xxxx088), matures 3/11/18, 1.0%	value = \$30,000
CD (BMO xxxx089), matures 7/11/19, 1.5%	value = \$30,000
CD (BMO xxxx742), matures 8/28/20, 2.0%	value = \$10,000
Total value of all assets as of 12/31/17	= \$106,305

Total value down \$2,264 when compared to same period of 2016. Total value at that time was \$108,570.

Mary Kay made recommendation to BOD that we move the \$30,000 CD (BMO xxxx088) that will be maturing in March 2018 to a 31 month CD that will pay 2%. Motion made to accept by Linda Lee, 2<sup>nd</sup> by Donna Palkowski. Approved.

Motion made to accept Treasurer's Report as stated by Kim Whitmore, 2<sup>nd</sup> by Julie Chaloupka. Approved.

## **2018 Winter/Spring Camp**

Update provided by Julie Chaloupka. Weekend camp scheduled for Friday, March 2<sup>nd</sup> – Sunday, March 4<sup>th</sup>. As of today only one adult camper application has been received. Deadline is February 1<sup>st</sup>. Discussion by BOD included reminder that contract states that WALH will pay for a minimum of 25 participants. As such the a BOD decision from a few years ago was that weekend camps would need to have a minimum of 12 adult campers with volunteers, nurse and kitchen staff or event will be cancelled. Julie will keep BOD updated with number of applications. If it turns out we have less than 12 adult campers a one-day program at a central location (possibly Johnson Creek hotel) will be planned.

Theme – “Spring Camp in Mexico”

Donations – we have \$233 in Walmart/Sam’s Club gift cards remaining from summer camp 2017. This along with personal donations will be sufficient to support food/beverages.

Meals – Jean Wiza and Mary Kay Lee will serve as cooks for weekend. Tentative meal plan:  
Friday night – pizza  
Saturday – (morning) continental breakfast, (noon) full breakfast buffet, (dinner) taco bar  
Sunday – (morning) continental breakfast/leftovers

Programs – Friday night to be casual with no planned events. Saturday afternoon craft project (Julie) and Saturday night – Family Feud (Joe & Scott). Scott will see if it is possible to arrange for Saturday trail ride.

## **Fundraisers**

Wine Tasting/Auction/Event (Julie, Donna and Linda) Tentatively scheduled for Saturday, June 23, 2018 at Meyer’s Restaurant. Julie, Donna and Linda to have dinner at Meyers on January 22 at Meyers to confirm location and sign contract. More information on auction items, etc. to follow.

Yankee Candles (Julie) Overall profit of \$49 received from fall 2017 fundraisers. Only 3 members participated.

Potbelly’s Oak Creek (Linda) Potbelly’s has changed their policy that diners would need to provide flyer when dining. Since only 5 – 6 people have been attending Linda contacted manager to let them know they should release our monthly date and open it up for a local non profit that would benefit more. In total (5 – 6 months) this fundraiser has brought in about \$800 in revenue!

Chili’s Fundraiser – Julie to arrange future date

Raffle (Mary Kay) Mary Kay will arrange for printing of tickets. Raffle tickets will be available at Winter/Spring Weekend Camp with drawing to be held at summer camp. Tickets will be \$10

each or 3 for \$25. Expectation will be that each adult camper sell a set amount of tickets (amount tbd).

Facebook/Network of Good Birthday Gift Fundraisers. Kim participated with WALH being recipient this past year. Lauren will lead this effort and do a bit of research on logistics for others to participate. She will also promote via social media.

### **Summer Camp 2018**

Set for July 28, 2018 – August 3, 2018. Scott has not received contract yet but will follow up with Easter Seals this coming week. Once received Mary Kay will pay deposit.

Applications will be updated and available on website March 1, 2018 and due June 1.

No specific theme for entire week. Shirts will be white with “With A Little Help” Summer Camp 2018 printed on. Program for Saturday or Sunday night will be to tie-dye the shirts so they are ready for camp picture later in the week. Linda to order shirts through Jim Phillips LLC. The dance will be themed Woodstock – Summer of Love!

Idea jar will be put out during the week of camp soliciting ideas for camp themes for summer camp 2019.

#### Program Ideas:

- Poker tournament will be moved to Tuesday/Wednesday night
- Yahtzee tournament will be added to calendar
- Woodstock – Summer of Love themed dance
- Craft project – Julie will bring supplies for Packer or Badger Welcome signs. Ideas proposed to have participants pay \$5 signs and order in advance. All proceeds would go to WALH.
- Sports – hockey, baseball, 500 tourney and soccer. Joe to coordinate
- Corvette Club – ideal for Sunday night. Scott to reach out to Club to schedule/confirm

Donations – Julie and Linda to send out requests

Recruitment – Kim applied for grant through UW-Madison which was approved. The Grant will provide opportunities for students to earn credit for participation. Kim to work through process and keep BOD updated on progress. Implementation date summer 2018 for camp 2019.

Linda and Kim to compose flyer/letter/request which will be sent to Milwaukee and Madison colleges targeting health care majors.

### **WALH Strategic Planning**

Planning session postponed for a later meeting date – to be announced but likely May 2018. It will be important to have BOD in attendance as these sessions are interactive. This will be phase one a plan that will extend beyond the current BOD which will also gain input from general membership during summer camp.

### **Future Meetings**

Scott to send out potential dates for March, May and June and will schedule based on feedback.

Meeting adjourned at 12:26 p.m. Motion made by Donna Palkowski, 2<sup>nd</sup> by Lauren Oftedah

Submitted by Linda Lee, 1/17/18