

WACOSA Board of Directors Meeting
OCTOBER 6, 2025
5:30 P.M.

Members Present:

Peggy Bayer
Ron Brandenburg
Matthew DesJardins
Mollie Garden
Laura Krueger
Dennis Meemken
Thad Olsen
Joe Perske
Lindsey Rennie
Sandie Westergren

Members Absent:

Curt Gainsforth
Jennifer Johnson

Staff Present:

Nancy Betts
Julie Haag
Meghan Hines
Ann Kennedy
Traci McKinnon
Mary Rothstein
Meggan Thole
Lynn Welle

Guests:

Katrina Boettcher
Mike Nichols
Heather Mastromarco

1. APPROVAL OF CONSENT AGENDA:

Sandie W, Board Chair, reported one correction on the previous minutes, the date has already been corrected to 8/25/25.

Motion by Thad O., seconded by Ron B., to approve the consent agenda with the change. A vote was taken and motion passed.

2. FINANCE COMMITTEE

Traci M. reported.

Revenue

The Program revenue is under budget year to date by about \$166K. This has to do with some rates coming in lower than expected and we experienced decreased attendance this summer. We will monitor our absence and utilization factor going forward to ensure this doesn't begin to trend upwards, resulting in reduced revenue.

The Vocational revenue is over budget by approximately \$143K as our community crew work remains steady, we have not had the breaks in service as in the past.

The Production revenue is also over budget due to our in-center customers bringing in steady and predictable projects for our clients to do.

Public relations revenues are under budget due to the 5310 grants we budgeted for, but have not yet received, based on the availability of accessible buses and vans currently in the general marketplace. One bus purchase is in process and might be delivered prior to the end of the year or could be received in early 2026.

Our Designated donations and endowment funds are below expectation. However, we did recently receive about \$90K that is not reflected in this month's totals and will reflect on future financials.

The Investment revenue is over budget by a substantial amount, as we budgeted flat for investments due to market fluctuations.

Expenses

Staff wages and related costs are under budget by about \$389K, due to the open positions we anticipated filling, which correlates with the same amount of revenue that we have.

Client wages and related costs are over budget by about \$23K and is due to more production jobs coming in and correlates to the increase in revenues indicated previously.

The building and equipment costs are as expected at this time, with our utility costs coming in a bit above budget.

Advertising and Public Relations are a little bit under budget as we adjust the length of our newsletter to a less costly expense and we have experienced success with our introduction of social media videos reaching new people, which are less costly than highly produced videos.

Miscellaneous expense is under budget for the year. The majority of that is in the professional fee category. We budgeted about \$30K for the CARF survey and we were able to reduce that down to \$13K by having only those services that are required to be accredited. We also had consulting funds for the endowment available to Meghan, however she is working with a new mentor that is volunteering her time.

This results in a change in net assets for year to date of a positive 1.181 million dollars. If you remove the unusual items, the change in net assets is about 1.113 million, so we're doing very well. We do have a couple of big expenses that will occur towards the end of the year, including the 10/1/25 salary increase and market adjustment increases, which will be roughly 170K annually as budgeted. Our health insurance is coming in at a 5% decrease from last year, helped by our continued utilization of NICE healthcare services not hitting our BCBS insurance.

At the next meeting we will be reviewing the proposed 2026 annual budget.

A motion to approve the August financial report by Thad O., seconded by Matt D. A vote was taken and motion passed.

990 Report

Traci indicated the 990 report was reviewed and discussed by the finance committee earlier today. There were no changes noted apart from an error on the signers. At the end of the 30-page report, the signers had a former board member listed as Treasurer. We will have him removed and our current Finance Committee Chair added. If the board approves the presented copies with the amended signers noted, Traci will let the accounting firm, Clifton Larson Allen, update the 990 correctly and Traci will bring it over to Sandie W. and Thad O. to sign so that we can submit that as required.

Motion to approve the 990 tax returns as amended by Ron B., seconded by Lindsey R. A vote was taken and motion passed.

3. ADJOURN THE BOARD MEETING.

Motion to approve the adjournment of the board meeting by Joe P., seconded by Ron B. A vote was taken and motion passed. The group entered the Strategic Planning Session.

Strategic Planning Session facilitated by Bruce Miles, Ed.D., CEO – Big River Group and the following was accomplished:

- a. Introductions – leadership staff, committee members, board members
- b. Mission, Vision, and Inclusion for WACOSA’s future discussion-Mission, Vision & Inclusion was reviewed.
- c. Gathered feedback on stakeholder data collected, brainstormed ideas for future needs and discussed current barriers to address.
- d. Selected priorities to prioritize in a final plan.
- e. Identify benchmarks for new priorities were identified and will be completed next.
- f. ID roles & responsibilities for next steps.
- g. Recapped the discussion and evaluated the session

Next Meeting: DECEMBER 1, 2025

Matthew DesJardins, Board Secretary

Date