

Family Resource Center - Meeting Notice

Governing Body: Governance Board

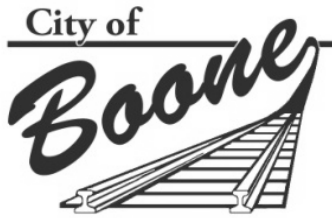
Date of Meeting: December 8, 2025

Time of Meeting: 4:30 P.M.

Place of Meeting: Family Resource Center (Adult Day Space)

Note for Board Members Only: If you are unable to attend the meeting in person and would prefer to call in, please contact Ondrea Elmquist at 515-709-2151 to join the meeting.

1. Call Meeting to Order
2. Approval of Previous Board Meeting Minutes (Action)
3. Financial Reports
 - A. Bills Paid
 - B. Revenue and Expense Reports
4. Tenant Program Updates
 - A. Head Start
 - B. Child Care Junction
 - C. Adult Day Services
5. Other Business
 - A. Discuss Eligible Projects for the Pratt-Fenton Charitable Trust
6. Adjournment (Action)



Family Resource Center - Meeting Notice

Governing Body: Governance Board

Date of Meeting: November 10, 2025

Time of Meeting: 4:30 P.M.

Place of Meeting: Family Resource Center (Adult Day Space)

Note for Board Members Only: If you are unable to attend the meeting in person and would prefer to call in, please contact Ondrea Elmquist at 515-709-2151 to join the meeting.

1. Call Meeting to Order

Present: Jim Turbes, Cathy Wetzeler, Mike MacDougall.

Absent: Andrea Hoffman, Lisa Addy.

Others Present: Sue Abel, Ondrea Elmquist

2. Approval of Previous Board Meeting Minutes (Action)

Wetzeler moved to approve the September 8, 2025 Board Minutes; seconded by MacDougall.

Ayes: all those in attendance. Nays: none.

3. Financial Reports

A. Bills Paid

MacDougall moved to approve the Bills Paid Report; seconded by Wetzeler. Ayes: all those in attendance. Nays: none.

B. Revenue and Expense Reports

Committee reviewed the Revenue Expense Report and discussed the increase in expenses.

C. Review/Approve Proposed FY2027 Budget

Wetzeler moved to approve the Fiscal Year 2027 Budget as presented; seconded by MacDougall.

Ayes: all those in attendance. Nays: none.

4. Tenant Program Updates

A. Head Start

Abel stated that they are full and everything is running well.

B. Child Care Junction

No report.

C. Adult Day Services

No report.

5. Other Business

A. Discuss Eligible Projects for the Pratt-Fenton Charitable Trust

Tabled until December meeting.

6. Adjournment (Action)

With no further business to come before the Board, MacDougall moved to adjourn the meeting at 4:59 p.m.; seconded by Wetzeler. Ayes: all those in attendance. Nays: none.

Report Criteria:

Detail report type printed

Invoice Detail.GL account (6 Characters) = "7308996371"-"7309106910","1218996599"

Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Amount	Check Issue Date	GL Account
45	ALLIANT ENERGY	101625	UTILITIES-FRC	2,977.70	2,977.70	11/04/2025	7308996371
Total 45:				2,977.70	2,977.70		
479	CITY OF BOONE	100225	WATER/SEWER - FRC	516.50	516.50	11/04/2025	7308996371
Total 479:				516.50	516.50		
1169	MARTINS FLAG COMPAN	49225	FLAGS QTY 4	244.18	244.18	11/18/2025	7308996599
Total 1169:				244.18	244.18		
2433	ORKIN LLC	287111964	PEST CONTROL FRC	130.00	130.00	11/18/2025	7308996499
Total 2433:				130.00	130.00		
2669	DEPT OF INSPECTIONS	305431	FRC BOILER INSPECTIO	190.00	190.00	11/04/2025	7308996499
Total 2669:				190.00	190.00		
2899	QUALITY ONE	17973	STRIP/WAX FRC COMMO	665.00	665.00	11/18/2025	7308996409
Total 2899:				665.00	665.00		
4047	JOHNSTONE SUPPLY	7185960	GEO THERMAL CIRCULAT	4,812.76	4,812.76	11/04/2025	1218996599
Total 4047:				4,812.76	4,812.76		
4073	AMAZON CAPITAL SERVI	1PNY-MT4D-	PARKING LOT LIGHT BUL	66.31	66.31	11/18/2025	7308996599
Total 4073:				66.31	66.31		
Grand Totals:				9,602.45	9,602.45		

**CITY OF BOONE - FAMILY RESOURCE CENTER
MONTHLY BUDGET REPORT**

Budget Year Remaining: 58%

OPERATION ACCOUNTS

Account	Description	Budget 7/1/2025	PTD Expended 11/1/2025 Through 11/30/2025	YTD Expended 11/30/2025	Unexpended Balance	Percent Unexpended
Revenue						
730-899-4310	FRC/ADULT DAYCARE-RENT	28,974.73	2,414.56	12,072.80	16,901.93	58%
730-899-4311	FRC/HEADSTART-RENT	8,552.97	712.75	3,563.75	4,989.22	58%
730-899-4312	FRC/BUILDING BLOCKS-RENT	-	-	-	-	
730-899-4313	FRC/CHILD CARE-RENT	56,472.31	4,706.03	23,530.15	32,942.16	58%
730-899-4550	REFUND	-	-	-	-	
730-899-4705	LOCAL GRANTS	-	-	-	-	
730-899-4720	INSURANCE SETTLEMENT	-	-	-	-	
730-899-4830	TRF IN SUBSIDY/DEPRECIATION	-	-	-	-	
Total		94,000.01	7,833.34	39,166.70	54,833.31	58%

Expenditures

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
730-899-6371	UTILITIES/FAMILY RESOURCE	41,000.00	3,494.20	22,873.87	18,126.13	44%
730-899-6373	TELEPHONE-FAMILY RESOURCE	-	-	-	-	
730-899-6399	FRC-REPAIRS	10,000.00	-	2,428.50	7,571.50	76%
730-899-6408	LIABILITY INSURANCE	9,500.00	-	-	9,500.00	100%
730-899-6409	FRC- JANITORIAL SERVICES	3,000.00	665.00	665.00	2,335.00	78%
730-899-6499	SERVICES	12,000.00	320.00	4,936.74	7,063.26	59%
730-899-6505	FRC GRANT EXPENSES	-	-	-	-	
730-899-6599	SUPPLIES	1,000.00	310.49	310.49	689.51	69%
730-899-6910	TRF OUT	12,500.00	-	-	12,500.00	100%
730-910-6910	TRANSFER OUT	-	-	-	-	
Total		89,000.00	4,789.69	31,214.60	57,785.40	65%

Local Option Sales Tax

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
121-899-6599	FRC BUILDING IMPROVEMENTS	5,000.00	4,812.76	4,812.76	187.24	4%
Total		5,000.00	4,812.76	4,812.76	187.24	4%

Projects- Expense

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
361-750-6799	FRC LOCAL GRANT EXPENSE	-	-	-	-	#DIV/0!
Total		-	-	-	-	#DIV/0!

Projects- Revenue

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
361-750-4705	FRC PLAYGROUND LOCAL GRANT	-	-	-	-	#DIV/0!
Total		-	-	-	-	#DIV/0!

JIM P. ROBBINS, P.C.

Attorney at Law

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November 5, 2025

RE: Pratt-Fenton Charitable Trust f/k/a Cecile M. Fenton Charitable Trust

Please be advised that my office will be making disbursements again this year concerning the Pratt-Fenton Charitable Trust.

In determining the disbursements to be made, you need to submit any specific requests in writing to this office and please keep in mind the specific language of the Trust Agreement, which states that “distributions are to be used by those entities for extra items that enhance the City of Boone, culturally, educationally, and recreationally.” The Trust Agreement provided that none of the funds are to be used for salaries or other ordinary expenses.

Please remember that if we receive your request after January 10th of each year we will consider that request for the following year. **Your request can be sent by email and after January 1st please send it to 140 South Ringold.** If you have not already done so, please report to us the expenditures of the funds you received last year. If you have any questions, please let me know and **please make sure I have an email address in case I have any questions.**

Sincerely,

Jim P. Robbins Trustee of the
Pratt-Fenton Charitable Trust