

MINUTES
HPR INC.
January 26, 2026

Board Members Present: Marilyn Hutkowski, Sarah Semrow, Trish Kujawa, Debra Lackey
Also Present: Kathy Addis, Dave Kujawa, Linda Zick

The meeting was called to order by acting President Debra Lackey at 5:30 PM at the home of Trish Kujawa.

A motion was made by Sara to approve the December 2025 meeting minutes. Deb seconded the motion. The motion passed unanimously by voice vote.

Trish presented the financial report. The balance in the account is \$9644.89. She also reported that our tax preparer at H&R Block has all the information necessary to complete our tax return.

We have started to prepare a donor letter. Sarah will prepare the letter for approval and suggestions from the Board Members.

Deb moved to approve the financial Report. Marilyn seconded the motion. The Motion passed by unanimous voice vote.

Elections: Deb has resigned her position as Vice President and as a Board Members. Marilyn moved to elect Sara Semrow as president, Trish as Treasurer and Marilyn Hutkowski as Secretary. Sarah seconded the motion. The motion passed unanimously by voice vote. Officers and Board members will need to be updated with the State when we complete next report.

The Registered Agent of HPR Inc. has been changed from Jordan Luck to Trish Kujawa and the change of registered agent form filed with the State of Wisconsin.

Trish has had ongoing communication with a company that provides a self-service kayak and double kayak service. The Village Board has approved the installation of the kayak kiosk at Hancock Park. Deb moved to approve the installation of kayak kiosk for the park and Marilyn seconded the motion. The motion passed unanimously by voice vote.

FESTIVAL PLANS:

Food. Kathy is in charge if the food service for the festival as she has done in the past. She will check on prices for hamburger and beef patties. The menu will include hamburgers, brats, hot dogs, beer, soda and water.

Raffles. Deb will continue to be in charge of raffles. We discussed having a major prize, such as a money prize or a large item. Large items or cash prize tickets can be sold prior to the festival. Marilyn will continue to solicit online corporate donations for the raffle. HPR is licensed to have raffles, fifty-fifty etc.

Advertising. Marilyn will provide advertising with posters (Digi copy), social media, newspapers, flyers, etc. The 2026 advertising budget is projected to be \$1747.

HPR Minutes

Games, Children's Activities: Sarah will set up arrangements for an ADA compliant portable bathroom and washstand. She will also set up an area for children's activities similar to last year with bounce houses etc. We will also need to check with Fire Dept for Fire House.

Merchandise: Marilyn and Trish will meet with Final Cut in Wautoma to plan a design for shirts and other merchandise for the festival.

Entertainment: Trish has found 3 groups to play at the festival and continues to search for fourth group. Deb will check with the Del Rays about availability and cost for the festival.

Vendors: Marilyn reported that she is responding to requests from Vendors. She has updated the vendor application and instructions and plans to distribute vendor application at local vendor fairs. She will also contact and mail out information to last year's vendors.

Final plans were made for the Souper Bowl.

Submitted by:

Marilyn Hutkowski, Secretary
HPR Inc.