

Minutes

ASSET Administrative Team

May 6, 2026 @ 12:15 pm

United Way of Story County @ 315 Clark Ave, Ames, IA 50010

In Attendance: Pa Goldbeck, Linda Hagedorn, Becky Harker, Sandra King, Jess Peebler, Klayten Perreault, Sarah Mansell, Amy Shaw, Ashley Thompson, Liz Zuercher

The meeting was called to order at 12:15 pm by Chair, Hagedorn

APPROVAL OF APRIL 1, 2026 MINUTES

Motioned by Harker, seconded by King to approve the April 1, 2026 ASSET Administrative Team meeting minutes. Motion passed unanimously.

TREASURER'S REPORT

Smith was absent but confirmed via phone a balance of \$2,131.02

INTRODUCTIONS

NEW-Klayten Perreault ISU Student Government Non-Profit Coordinator

OLD BUSINESS

Status of Annual Review of Policies and Procedures

Ready for June/July. Discussion around Past Chair's role. More clear guidance to come in future Policy and Procedures.

Status of Annual Review of Reference Manual

Ready for June/July. Changes to be made due to E-CImpact.

Status of Audit of Books

King and Shaw completed the annual audit. Minor discrepancies were found, including a few wrong dates; no dollar amounts were incorrect. King to summarize and send out notes within the next week or two.

NEW BUSINESS

Letters of Intent Received

New Foundations Learning Center: Motion by Hagedorn, seconded by Zuercher to accept New Foundations Learning Center's Letter of Intent and invite representative of the agency to the ASSET Administrative Meeting on July 1, 2026. Motion passed unanimously.

Ames Interfaith Refugee Alliance: Motion by Hagedorn, seconded by Zuercher to accept the Ames Interfaith Refugee Alliance's Letter of Intent. Motion passed unanimously. This agency is still under review. Invitation to the July 1, 2026 ASSET Administrative Meeting will be discussed on June 3, 2026.

Funder staff to look into legalities between separation of church and state for reference during review of potential new agencies.

ASSET Board & Joint Funders Agenda for May 14, 2026

Motion by Thompson, seconded by Harker to approve the agenda for the ASSET Board & Joint Funder Meeting May 14, 2026. Motion passed unanimously.

New/Expanded Services Deadline Reminder May 22, 2026 11:59 pm

Jess to send reminder to ASSET agencies. Clarification needed for “new,” “expanded,” and “returning.” Jess will change the title of the form, but the form will remain the same for this fiscal year.

Motion by Hagedorn, seconded by Goldbeck to contact NAMI of Central Iowa and specify that the form will need to be submitted in order to receive funds for any new/expanded/returning services. Motion passed unanimously.

Activation of service code 3.21 Peer Support. No motion needed.

CLEAR IMPACT SCORECARD

Mansell reported that she is currently meeting with agencies. There is ongoing Scorecard cleanup.

ADDITIONAL ITEMS/CONCERNS

None

ADJOURNMENT

Motion by Hagedorn seconded by Thompson to adjourn the meeting at 1:56 pm. Motion passed unanimously.