

Minutes

ASSET Administrative Team

September 3, 2025 @ 12:15 pm

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

In Attendance: Linda Hagedorn, Brad Hill, Sandra King, Becky Harker, Jenny Schill, Pa Goldbeck, Sarah Mansell, Amy Shaw, Ashley Thompson

Virtually: Nick Joos

Hagedorn called the meeting to Order 12:16 pm.

Approval of Minutes

Motion to approve the August 6th minutes, Hill, second by Harker. Motion passed unanimously.

Treasurer's Report

Schill reported on behalf of Smith as he was unable to attend the meeting. The current balance is \$1,197.54

Old Business

Homelessness Action Plan Update

Goldbeck will be giving an update to Council on Tuesday on where things are at. Hagedorn updated the board that Goldbeck is unable to be present at the League of Women Voters presentation scheduled for Oct 6th. Thompson will check her schedule and if she is available. If she isn't available King said she has someone that might be able to do the presentation.

Status Update of Reference Manual

The Admin Team reviewed some of the updated changes. Schill will make these updates, and it will be included in the agenda packet for the ASSET Board meeting next week.

Motion to approve the Reference Manual to incorporate the changes that have been discussed, King, second by Harker. Motion passed unanimously.

ASSET Agency Audit, 990, Board Roster and Board Minutes Update

Thompson stated that Schill has communicated with agencies if they are not up to date on these documents. Thompson also updated the Admin Team that NAMI has not submitted their 990 or Audit for 2024 or 2025. United Way has a policy that if these documents are outstanding, they will withhold funds from the agency. United Way has sent communication to NAMI notifying them that their funds will be withheld until these documents are submitted.

Hagedorn asked about a previous agenda item regarding The Salvation Army drawing down a large amount of the funds for hotel vouchers. Goldbeck reported that she will be meeting with them today after this meeting to work on an agreement going forward. King also reported that the County received a larger claim and King had some questions for them. She did approve the claim, and Pinkerton did answer her questions. King also reported that she has a case manager that will be onboard next week, and their role will be to work with service providers. One of those agencies is The Salvation Army.

New Business

Funder Staff Update

King mentioned again that the County has a case management position starting. She also announced that the County is having a recycling event, county wide. She will send out information on what products will be accepted.

Thompson reported that United Way's annual Campaign and Annual Day of Caring kick-off will be on Sept 12th. She also stated that Nevada Food at First and Creative Counseling Services have agreed to be United Way partner agencies. The week of 16th will be the public announcement of United Way 2030 strategic plan. County Childcare Coalition is working on a county-wide feasibility study with the Alliance and some other community partners.

Hill updated the board that Shaw will slowly be taking some of the day-to-day work for ASSET. She will be the voting member from ISU going forward. He also announced that the student non-profit representative had to step down. Hill reported that he will present the priorities to GSB on behalf of the students at their meeting tonight.

Goldbeck reported that the HOST team applied for the Iowa Finance Authority Homelessness Incubator grant but were not selected to move forward. However, the MGMCM Foundation has agreed to be a partner with becoming a fiscal agent with HOST under the ARCH umbrella. A website will be created to take donations from the community this fall.

Funder Priorities

Goldbeck stated that we will be hosting an overview for agencies to go over all Funder priorities and any updates made. Each Funder staff reviewed their changes. Harker pointed out that the word "empower" is listed twice.

September 11th ASSET & Joint Funders Meeting Agenda

Funder staff recommended that this become an ASSET Board meeting rather than a Joint meeting as there isn't enough to invite the Joint Funders. Each Funder Staff will update their respective Boards that they don't need to attend this meeting.

Volunteer Training/Orientation

Slides have been updated and are ready for the meeting on Tuesday.

Hearing Schedule

Once agencies submit budget forms, the Hearing Schedule will be updated and then posted and shared with agencies.

Thompson reminded the Admin Team that the budget work session will be September 17th at 1:00 at United Way.

Clear Impact Scorecard (Mansell)

Mansell will update log-in materials for volunteers and Funder staff. She is also still reviewing scorecards, and any big picture questions that come up with agencies, she will bring to the Admin Team. Boys & Girls Club draws a lot of data from two national data reports, and they report on a calendar year. She asked if they could transition to a calendar year for reporting their data in Scorecard. Sarah will follow up with them on a few questions, if the answer is no, will that work? Do they have the raw data or is it electronically submitted? She will report back to the Admin Team.

Additional Items/Concerns

Hagedorn asked who is attending the Priority meeting tomorrow? Staff reported that it will be Funder staff and agencies.

Motion to adjournment at 1:45, Hagedorn, second by Thompson. Motion passed unanimously.