

*To provide person-centered services that enhance the quality of life for people with disabilities in the areas of employment, life skills, and community inclusion.*



**PROACT BOARD OF DIRECTORS**

**Meeting Notice and Agenda**

**Tuesday, April 7<sup>th</sup>, 2026**

**5:00 PM**

**ProAct Shakopee Via Zoom and/or in person**

**Board members attending:** Brian Knapp, Chuck DeNet, Jim Louwagie, John Christiansen, Marty Stapleton, Mary Ellen Leary, Pat Jones, Paul Kramp, Steve Quirk, Teri McCloughan

**Via Zoom:**

**Board members absent:**

**Staff attending:** Judie Foster-Lupkin, Amanda Ballard, Melissa Munce

**Guest attending:** Barb Weckman-Brekke

1. **Shakopee Open House 3:30-5:00 pm**
2. **Call to Order and Attendance**
3. **Approval of the Agenda (Additions/Corrections/Deletions)**
4. **Review and Approve Board Meeting Minutes of the meeting held March 3<sup>rd</sup>, 2026**
5. **Financial Report for February and YTD; Rolling 12 Month Reports, Cash Flow Statement, and Balance Sheet**
6. **401K Audit**
7. **Program and Services Report**
8. **Red Wing Update**
9. **Looking Ahead**
  - a. **MOHR Spring Conference**
  - b. **CARF Surveys**
  - c. **Proposed FY 25-26 Board Dates**
  - d. **Strategic Plan Update**
  - e. **New Board Member Update**
10. **President & CEO Report**
  - a. **Capital Budget Update**

- b. Work Comp Audit Results**
- c. Legislative/MOHR Update**
- d. Day at the Capitol Recap**
- e. Marketing & Communications Report**

**11. New Business**

**12. Adjourn**

**Next Meeting: May 5<sup>th</sup>, 2026**

*To provide person-centered services that enhance the quality of life for people with disabilities in the areas of employment, life skills, and community inclusion.*



PROACT

**PROACT BOARD OF DIRECTORS**

**Meeting Minutes**

**Tuesday, March 3<sup>rd</sup>, 2026**

**5:00 PM**

**ProAct Eagan Via Zoom and/or in person**

**Board members attending:** Brian Knapp, Jim Louwagie, John Christiansen, Steve Quirk, Teri McCloughan

**Via Zoom:** Mary Ellen Leary, Pat Jones, Paul Kramp

**Board members absent:** Chuck DeNet, Marty Stapleton,

**Staff attending:** Judie Foster-Lupkin, Amanda Ballard, Melissa Munce

**1. Call to Order and Attendance**

Board Chair Brian Knapp called the meeting to order at 5:05

**2. Approval of the Agenda (Additions/Corrections/Deletions)**

Brian Knapp asked for a motion to accept the board agenda, moved by Steve Quirk and seconded by John Christiansen. The motion carried unanimously.

**3. Review and Approve Board Meeting Minutes of the meeting held February 3<sup>rd</sup>, 2026**

The board reviewed the February 3<sup>rd</sup> minutes. Brian Knapp asked for a motion to accept the minutes, moved by John Christiansen and seconded by Teri McCloughan. The motion carried unanimously.

**4. Financial Report for January and YTD; Rolling 12 Month Reports, Cash Flow Statement, and Balance Sheet**

Melissa reported on the January financials. The month of January ended with a profit from operations of \$24,999. This amount reflects a one-day closure due to the Shakopee move, resulting in an estimated revenue loss of about \$9,000. Additionally, there was a particularly cold day when some residential homes kept participants at home, even though we remained open. Although production revenue was down this month, we ended with a net income from operations of \$54,104. Melissa noted that for 2026, she will need to add a year and a half of real estate tax for Shakopee to be accrued over the calendar year, but this will no longer be necessary starting in 2027. Our investments are performing well. Year-to-date net income is \$1,082,721. The balance sheet remains balanced and consistent. Regarding the Cash and Investment Summary, it was noted that our rates for money market accounts have decreased, so we will review CDAR rates for comparison. We currently have just over 17 million in total cash and investments.

Brian Knapp requested a motion to accept the January financials. John Christiansen made the motion, and Steve Quirk seconded it. The motion was approved unanimously.

**5. Program and Services Report**

**a. EE Contract**

Judie updated the Board that we received a refund last year from our EE Contract due to performing above on our contract, and it's unlikely we will receive a refund this year, as we are only on track to meet 75% of our contractual amount. This will not show in the financials, as we do not budget for the contract amount but base budgets on historical figures. The discussion focused on why we are not meeting our contracted amount, which is due to the program being a reimbursement service and many participants being involved in other programs, reducing hours in this program.

## **b. Participants /Hours**

In January we served 693 participants with 45,338 service hours.

Judie reported on the numerous community engagements from the past month, including the Dakota County Library program launching at Wescott Library. An organization called HIRED reached out about their program for high-risk youth, which offers employment services. Additionally, Aging Options provides a self-advocacy training program for providers, offering a \$750 incentive upon completion, which Anna is exploring for all our locations. The Hampton Inn in Shakopee visited our new location, showing interest in our employment services. We hope to assist in hiring someone there.

## **c. Skills Training Graduate Gains Employment**

One of our participants from the Production Skills Training program was hired at Costco, a great success story that will be featured in an upcoming ProAct Post.

## **6. Vice Chair Position**

Brian Knapp informed the Board that Steve Quirk has expressed willingness to serve as Vice Chair for the remainder of the fiscal year.

Brian Knapp asked for a motion to accept Steve Quirk as Vice Chair, moved by John Christiansen and seconded by Jim Louwagie. The motion carried unanimously.

## **7. New Board Member – Strategy Session**

Brian led a discussion on recruiting new board members. The desired expertise areas were identified as IT, Human Resources, and Marketing. Judie emphasized the importance of having someone passionate about the disability community. Jim mentioned he knows someone from his previous work in banking whom he will contact. Teri suggested Sheena Henry, a former ProAct employee who has a sister at ProAct, as a good fit. Judie will reach out. Some members noted that having a parent or family member of a participant might be beneficial. Judie shared that after lunch with Anne Bailey, she does not appear interested in joining the board. It was also discussed that potential new members should be currently working to stay updated on workplace issues, rather than being retired. The marketing outreach plan includes having K2 prepare a draft document for sharing on social networks like LinkedIn and Facebook, and including this in the monthly newsletter. Having someone from Scott County is also considered a valuable addition. Next steps involve reaching out to the identified candidates, our Shakopee network, and launching a marketing campaign aimed at those passionate about our mission. Any new board members will need to submit a resume and participate in an interview process once a suitable candidate is found.

## **8. Red Wing Update**

### **a. Construction Phase 1**

Phase 1 is nearing completion, expected to finish within the next couple of weeks. Phase 2 will then begin, focusing on flooring, the back kitchen area for improved functionality, and a facelift for the entryway and hallway/admin space.

### **b. Rental Space/Sale of Outside Building**

Marshall Anderson Trucking will lease 1,000 square feet inside the building, along with one dock space. The exterior warehouse building has been sold to them for \$25,000, and they will disassemble and relocate it this summer. There was a discussion about confirming their liability, umbrella coverage, and insurance, along with the importance of having a legal agreement outlining responsibilities in case anything goes wrong. Judie will follow up on these items to ensure that insurance and legal requirements, as well as coverage amounts, are addressed. Additionally, we need to run this by our Insurance Agent, which Judie will also handle. These details should also be confirmed with our other lessee, Central Research.

## **9. Looking Ahead**

### **a. Disability Day at the Capitol March 24<sup>th</sup>**

The Day at the Capitol is scheduled for March 24th, and this year, programs will join virtually.

### **b. Strategic Plan**

As discussed at last month's meeting, we will proceed with a one-year abbreviated Strategic Plan. Judie will present this at our next Manager's Meeting and initiate discussions for the one-year FY 26-27 plan. Judie inquired with Brian about any updates from Barb Hailey, but he has not received a response yet. More information will follow.

### **c. April Board Meeting and Open House 3:30-5:00 pm at Shakopee**

The Shakopee Open House and Board Meeting will take place at the new Shakopee location on April 7th. K2 will send out invitations via Constant Contact. We hope to have the ribbon-cutting at the beginning of this event!

## **10. President & CEO Report**

### **a. Capital Budget Update**

The Capital Budget has primarily focused on Shakopee. However, Judie reported an unexpected capital expense item for Eagan: there is a significant leak in the roof above the production floor. Although we were aware of this issue, we expected the existing repairs to last longer. The estimated repair cost is \$180,000, with an additional \$20,000 required to move HVAC units for the project. Judie requested \$200,000 in the Capital Budget for these roof repairs, which will come with a manufacturer's 25-year warranty.

Brian Knapp made a motion to approve \$220,000 for the Eagan Roof Repair in the Capital Budget. Jim Louwagie made the motion, and John Christiansen seconded it. The motion was carried unanimously.

Judie reported that to date, the Shakopee building costs are around \$170,000 in addition to the 6.25 purchase price.

### **b. Legislative/MOHR Update**

There continues to be concern regarding funding for Medicaid and Medicare. In addition to Fraud, Abuse, and Prevention issues, a House bill concerning fraud has been flagged. Tim O'Mally has been appointed as the Director of Integrity.

We are conducting an internal review and audit to ensure compliance, and Judie noted that there are no concerns with our accounting practices.

### **c. Work Comp Audit & 401K Audit**

Judie noted that Carpenter Evert is engaged for the 401K audit and has begun its work, and Jo Ann is currently overseeing the Workers' Comp audit.

### **d. Marketing & Communications Report**

The monthly Marketing & Communications Report was in the board packet, which highlights top social media posts for the month.

## **11. New Business**

No new business

## **12. Adjourn**

Brian Knapp called to adjourn the meeting at 6:17 pm.

**Next Meeting: April 7<sup>th</sup>, 2026 at Shakopee**

**Submitted by Amanda Ballard**

PROACT, INC.  
STATEMENT OF REVENUE AND EXPENSES  
FEB 28, 2026

DESCRIPTION	MONTH		MONTH		LAST YEAR		YTD		YTD		YTD LAST YEAR	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	ACTUAL	VARIANCE
REVENUE												
CONTRACT REVENUE	152,711	151,450	1,261	156,884	(4,172)	1,218,775	1,173,625	45,150	1,237,686	1,173,625	1,237,686	(18,911)
SERVICE FEES	876,407	930,407	(54,000)	808,296	68,111	7,388,888	7,215,080	173,808	7,041,609	7,215,080	7,041,609	347,279
FUNDRAISING	1,206	4,300	(3,094)	2,319	(1,113)	44,844	39,400	5,444	57,851	39,400	57,851	(13,007)
OTHER REVENUE	19,289	27,500	(8,211)	26,184	(6,895)	222,404	220,000	2,404	279,535	220,000	279,535	(57,131)
<b>TOTAL REVENUE</b>	<b>1,049,614</b>	<b>1,113,657</b>	<b>(64,043)</b>	<b>993,683</b>	<b>55,931</b>	<b>8,874,911</b>	<b>8,648,105</b>	<b>226,807</b>	<b>8,616,680</b>	<b>8,648,105</b>	<b>8,616,680</b>	<b>258,231</b>
EXPENSES												
STAFF WAGES	554,871	681,740	(126,869)	533,511	21,359	4,872,242	5,142,012	(269,770)	4,648,151	5,142,012	4,648,151	224,090
STAFF BENEFITS	159,048	174,649	(15,601)	157,668	1,380	1,202,789	1,290,121	(87,333)	1,176,735	1,290,121	1,176,735	26,054
CONSUMER WAGES/BENEFITS	13,742	16,342	(2,600)	12,571	1,171	112,474	112,444	30	112,859	112,444	112,859	(385)
SUBCONTRACT SERVICES	58,235	51,925	6,310	57,622	613	589,481	447,025	142,456	423,583	447,025	423,583	165,897
SUPPLIES & MATERIALS	26,540	32,754	(6,214)	24,084	2,456	222,475	259,008	(36,533)	334,542	259,008	334,542	(112,067)
DEPRECIATION	41,178	31,661	9,517	28,170	13,008	260,263	249,086	11,177	221,797	249,086	221,797	38,466
VEHICLE OPERATING EXPENS	31,855	32,400	(545)	27,010	4,845	261,718	258,892	2,826	254,938	258,892	254,938	6,780
EQUIPMENT REPAIR	8,215	7,230	985	4,273	3,942	61,525	58,840	2,685	79,343	58,840	79,343	(17,818)
UTILITIES, REPAIR & MAINT	44,809	26,675	18,134	29,416	15,393	301,686	214,564	87,122	197,239	214,564	197,239	104,447
OTHER EXPENSE	33,208	31,784	1,424	30,016	3,192	276,019	284,363	(8,344)	244,718	284,363	244,718	31,301
<b>TOTAL EXPENSES</b>	<b>971,700</b>	<b>1,087,159</b>	<b>(115,459)</b>	<b>904,342</b>	<b>67,359</b>	<b>8,160,671</b>	<b>8,316,356</b>	<b>(155,684)</b>	<b>7,693,906</b>	<b>8,316,356</b>	<b>7,693,906</b>	<b>466,765</b>
<b>NET INCOME FROM OPERATION</b>	<b>77,914</b>	<b>26,497</b>	<b>51,416</b>	<b>89,341</b>	<b>(11,428)</b>	<b>714,240</b>	<b>331,749</b>	<b>382,491</b>	<b>922,774</b>	<b>331,749</b>	<b>922,774</b>	<b>(208,534)</b>
MARKET GAIN/LOSS	103,133	0	103,133	148,664	(45,531)	549,528	0	549,528	561,119	0	561,119	(11,590)
ONE-TIME GRANTS	0	0	0	0	0	0	0	0	19,147	0	19,147	(19,147)
<b>TOTAL ADJUSTMENTS</b>	<b>103,133</b>	<b>0</b>	<b>103,133</b>	<b>148,664</b>	<b>(45,531)</b>	<b>549,528</b>	<b>0</b>	<b>549,528</b>	<b>580,265</b>	<b>0</b>	<b>580,265</b>	<b>(30,737)</b>
<b>NET INCOME</b>	<b>181,047</b>	<b>26,497</b>	<b>154,550</b>	<b>238,006</b>	<b>(56,959)</b>	<b>1,263,768</b>	<b>331,749</b>	<b>932,019</b>	<b>1,503,039</b>	<b>331,749</b>	<b>1,503,039</b>	<b>(239,271)</b>

ProAct, Inc.  
Comparative 12 Month Income Statement

	3/31/2025	4/30/2025	5/31/2025	6/30/2025	7/31/2025	8/31/2025	9/30/2025	10/31/2025	11/30/2025	12/31/2025	1/31/2026	2/28/2026
<b>Revenue</b>												
Contract Revenue	132,961	152,063	127,951	266,492	175,630	126,986	129,637	197,303	155,616	153,590	127,303	152,711
Service Fees	798,825	946,422	916,234	908,721	979,429	922,562	978,062	1,044,170	825,954	856,695	905,609	876,407
Fundraising	3,858	622	521	264	1,504	2,000	12,859	879	2,265	13,236	10,894	1,206
Other	30,281	29,676	32,445	116,438	46,549	21,016	20,796	33,321	24,694	23,561	33,178	19,289
Total Revenue	965,925	1,128,783	1,077,151	1,291,915	1,203,112	1,072,564	1,141,354	1,275,673	1,008,529	1,047,082	1,076,984	1,049,613
Service Days	19	22	21	21	22	21	21	23	18	20/23	21	20
<b>Expenses</b>												
Staff Wages	567,100	597,290	604,425	581,066	637,212	558,674	575,872	615,041	540,618	774,638	615,317	554,871
Staff Benefits	156,672	139,102	160,053	477,185	160,876	137,771	149,823	148,229	139,942	147,874	159,228	159,048
Consumer Wages/Benefits	12,689	15,910	14,350	13,830	15,516	14,565	14,934	16,570	13,059	13,117	10,971	13,742
Subcontract Services	60,503	71,120	62,898	69,014	75,249	64,633	70,758	95,887	78,373	80,848	65,498	58,235
Supplies & Materials	18,739	49,842	22,224	160,974	27,874	26,090	19,302	33,484	28,009	37,859	23,316	26,540
Depreciation	30,992	28,893	27,741	32,292	29,361	30,754	30,722	32,141	30,754	31,537	33,817	41,178
Vehicle Expense	30,369	38,763	34,543	36,445	37,551	35,996	36,568	32,280	28,611	27,145	31,712	31,855
Equipment Repair	3,447	11,675	4,676	5,915	7,385	8,309	5,324	8,570	5,401	5,257	13,063	8,215
Facility Expense	22,958	19,339	20,120	19,257	30,293	35,561	33,606	29,236	38,205	35,582	54,392	44,809
Other	29,017	27,845	26,315	35,272	33,234	32,432	36,449	31,760	34,192	30,075	44,670	33,208
Total Expenses	932,486	999,779	977,345	1,431,250	1,054,551	944,785	973,358	1,043,198	937,164	1,183,932	1,051,984	971,701
<b>Net Income From Operations</b>	33,439	129,004	99,806	-139,335	148,561	127,779	167,996	232,475	71,365	-136,850	25,000	77,912
Market Gains(Losses)	-69,595	21,768	54,581	175,009	82,554	108,235	128,560	64,392	36,909	-3,359	29,104	103,133
One-Time Grants			163,974	0	0	0	0	0	0	0	0	0
Total Adjustments	-69,595	21,768	218,555	175,009	82,554	108,235	128,560	64,392	36,909	-3,359	29,104	103,133
<b>Net Income</b>	-36,156	150,772	318,361	35,674	231,115	236,014	296,556	296,867	108,274	-140,209	54,104	181,045



ProAct, Inc.  
Cash & Investment Summary  
2/28/26

Cash Position	March	April	May	June	July	August	September	October	November	December	January	February
<b>Checking Account</b>												
Main Operating Account - Old National	1,079,589	868,276	812,163	416,113	1,402,105	1,454,833	751,123	750,430	651,080	268,980	570,489	638,731
Eagan Payroll Account - Old National	22,693	22,693	22,693	22,693	227,862	22,162	22,162	22,090	22,090	22,090	22,090	22,674
Red Wing Payroll Account - Old National	11,174	11,174	11,174	11,174	11,174	11,174	11,174	11,174	11,174	11,174	11,174	11,174
Vending Account	7,876	8,301	8,388	8,820	8,650	8,763	8,763	9,111	8,985	2,685	3,173	3,342
	1,121,332	910,444	854,418	458,800	1,649,791	1,496,932	793,222	792,805	693,329	304,929	606,925	675,921
	1,950	1,950	1,950	3,241	3,241	3,241	3,241	3,220	3,587	2,923	3,206	4,662
<b>Petty Cash</b>												
	3,456,865	3,467,721	3,478,977	4,491,909	1,004,594	1,007,784	4,016,139	4,278,348	4,290,044	6,382,361	5,147,173	5,159,327
<b>Money Market - Old National</b>												
3.10% Interest												
	1,011,670	1,014,876	1,018,200	1,020,402	1,023,700	1,027,009	1,030,222	1,034,764	1,038,043	-	-	-
Old National, CDARS 3.85% 12/11/25	1,010,780	1,013,942	1,017,220	1,021,426	1,024,773	1,028,128	1,031,386	1,033,552	1,036,785	-	-	-
Old National, CDARS 3.80% 12/18/25	1,040,777	1,044,959	1,049,298	-	-	-	-	-	-	-	-	-
Alliance Bank, CDARS, 4.88% 6/5/25	2,050,798	2,058,491	2,066,469	2,074,219	2,082,258	2,090,329	-	-	-	-	-	-
Tradition Capital Bank, 4.55% 9/11/25	5,114,025	5,132,268	5,151,187	4,116,047	4,130,731	4,145,466	2,061,608	2,068,316	2,074,828	-	-	-
<b>Associated Bank - Money Market/Equity Fund</b>												
LPL Financial Investments	70,776	69,682	71,698	72,274	73,520	74,748	77,454	79,619	81,070	76,882	76,971	80,717
	13,381,333	13,404,423	13,457,078	13,631,688	9,947,229	10,054,326	10,180,359	10,242,816	10,278,355	10,279,356	11,308,596	11,408,055
<b>Total</b>	23,146,281	22,986,488	23,015,308	22,773,959	16,809,106	16,782,497	17,132,023	17,465,124	17,421,213	17,046,451	17,142,871	17,328,682

PROACT, INC.  
BALANCE SHEET  
2/28/26 (Period 8)

	2/28/26 (Period 8)	1/31/26 (Period 7)	12/31/25 (Period 6)	11/30/25 (Period 5)	10/31/25 (Period 4)	9/30/25 (Period 3)
<b>CURRENT ASSETS:</b>						
CASH	680,583	610,131	307,852	696,916	796,025	796,463
MONEY MARKET	5,159,327	5,147,173	6,382,361	4,290,044	4,278,348	4,016,139
INVESTMENTS (CD's and Stock)	11,488,772	11,385,566	10,356,238	12,434,253	12,390,751	12,319,420
ACCOUNTS RECEIVABLE	1,017,819	959,271	906,068	1,038,516	1,190,083	1,142,765
ALLOWANCE FOR DOUBTFUL	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
ACCOUNTS	262,435	263,089	271,953	263,002	231,163	225,649
PREPAIDS	18,603,936	18,360,230	18,219,471	18,717,730	18,881,370	18,495,437
<b>TOTAL CURRENT ASSETS:</b>						
<b>FIXED ASSETS:</b>						
LAND	1,470,055	1,470,055	660,055	660,055	660,055	660,055
BUILDING	9,563,583	9,558,763	10,241,500	10,241,500	10,241,500	10,238,627
EQUIPMENT	1,244,623	1,244,623	1,236,561	1,236,561	1,236,561	1,236,561
VEHICLES	1,455,857	1,455,857	1,455,857	1,455,857	1,455,857	1,455,857
REMODELING	2,083,403	2,063,761	2,063,761	2,063,761	2,063,761	2,063,761
ACCUMULATED DEPRECIATION-	(2,504,045)	(2,483,471)	(2,472,368)	(2,463,524)	(2,454,965)	(2,446,121)
BUILDING						
ACCUMULATED DEPRECIATION-	(1,152,865)	(1,147,622)	(1,141,795)	(1,135,990)	(1,130,138)	(1,123,729)
EQUIPMENT						
ACCUMULATED DEPRECIATION-	(1,263,106)	(1,259,110)	(1,254,685)	(1,250,261)	(1,245,979)	(1,241,555)
VEHICLES						
ACCUMULATED DEPRECIATION-	(666,739)	(655,374)	(642,911)	(630,448)	(618,386)	(605,923)
REMODELING						
RIGHT OF USE ASSET						
DEPOSITS	103,660	155,401	249,756	88,075	32,916	18,784
<b>TOTAL FIXED ASSETS:</b>	<b>10,334,425</b>	<b>10,402,882</b>	<b>10,395,730</b>	<b>10,265,586</b>	<b>10,241,180</b>	<b>10,256,316</b>
<b>TOTAL ASSETS:</b>	<b>28,938,361</b>	<b>28,763,112</b>	<b>28,615,201</b>	<b>28,983,316</b>	<b>29,122,550</b>	<b>28,751,752</b>
<b>LIABILITIES:</b>						
ACCOUNTS PAYABLE	70,614	85,211	51,340	69,267	75,736	93,901
WAGES PAYABLE	145,479	143,810	87,618	275,055	274,037	191,045
PTO PAYABLE	368,455	368,455	368,455	368,455	368,455	368,455
RETIREMENT PAYABLE	3,471	3,487	2,065	6,678	257,330	255,376
PAYROLL TAXES PAYABLE	23,800	19,123	9,973	20,243	20,526	14,498
BENEFITS PAYABLE (Health & Dental)	7,419	4,950	11,776	19,436	10,559	9,437
<b>TOTAL CURRENT LIABILITIES:</b>	<b>619,237</b>	<b>625,035</b>	<b>531,227</b>	<b>759,134</b>	<b>1,006,643</b>	<b>932,712</b>
<b>LONG TERM LEASE LIABILITY</b>						
<b>NET ASSETS</b>	<b>27,055,356</b>	<b>27,055,356</b>	<b>27,055,356</b>	<b>27,055,356</b>	<b>27,055,356</b>	<b>27,055,356</b>
<b>YTD PROFIT / (LOSS)</b>	<b>1,263,768</b>	<b>1,028,721</b>	<b>1,028,618</b>	<b>1,168,827</b>	<b>1,060,552</b>	<b>763,684</b>
<b>TOTAL LIABILITIES &amp; NET ASSETS:</b>	<b>28,938,361</b>	<b>28,763,112</b>	<b>28,615,201</b>	<b>28,983,316</b>	<b>29,122,550</b>	<b>28,751,752</b>

**ProAct, Inc. 401(k) Plan**  
Eagan, Minnesota

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Financial Statements  
Auditor's Report  
For the Year Ended  
June 30, 2025

DRAFT  
3.23.26



CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

Plan Administrator  
ProAct, Inc. 401(k) Plan  
Eagan, Minnesota

### Scope and Nature of the ERISA Section 103(a)(3)(C) Audit

We have performed audits of the accompany financial statements of ProAct, Inc. 401(k) Plan, an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (ERISA), as permitted by ERISA Section 103(a)(3)(C) [ERISA Section 103(a)(3)(C) audit]. The financial statements comprise the statements of net assets for benefits as of June 30, 2025 and 2024, and the related statement of changes in net assets available for benefits for the year ended June 30, 2025, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of ProAct, Inc. 401(k) Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audit need not extend to any statements or information related to assets held for investment of the plan (investment information) by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding the assets so held are prepared and certified by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA (qualified institution).

Management has obtained certifications from a qualified institution as of June 30, 2025 and 2024, and for the year ended June 30, 2025, stating that the certified investment information, as described in Note 3 to the financial statements, is complete and accurate.

### Opinion

In our opinion, based on our audits and the procedures performed as described in the Auditor's Responsibilities for the Audit of the Financial Statements section –

- the amounts and disclosures in the financial statements referred to above, other than those agreed to or derived from the certified information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
- the information in the financial statements referred to above related to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determines meets the requirements of ERISA Section 103(a)(3)(C).

### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of ProAct, Inc. 401(k) Plan and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

### **Management's Responsibility for the Financial Statements**

Plan management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about ProAct, Inc. 401(k) Plan's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Management is also responsible for maintaining a current plan instrument, including all plan amendments; administering the plan; and determining that the plan's transactions that are presented and disclosed in the financial statements are in conformity with the plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Except as described in the Scope and Nature of the ERISA Section 103(a)(3)(C) Audit section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness ProAct, Inc. 401(k) Plan's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about ProAct, Inc. 401(k) Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with related information presented and disclosed in the financial statements, and reading the disclosures to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of accounting principles generally accepted in the United States of America.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

#### **Supplemental Schedules Required by ERISA**

The supplemental schedule of assets held for investment is presented for the purpose of additional analysis and are not a required part of the financial statements but is supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed or derived from the certified investment information, has been subjected to auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards. For information included in the supplemental schedules that agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including their form and content, are presented in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion -

- the form and content of the supplemental schedule, other than the information in the supplemental schedule that agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA.
- the information in the supplemental schedule relate to assets held by and certified to by a qualified institution agrees to, or is derived from, in all material respects, the information prepared and certified by an institution that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Certified Public Accountants

Minneapolis, Minnesota  
March XX, 2026

PROACT, INC. 401(k) PLAN  
STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS  
JUNE 30, 2025 AND 2024

	<u>2025</u>	<u>2024</u>
<u>ASSETS</u>		
Investments - at Fair Value:		
Investments in Pooled Separate Accounts	\$ 10,065,517	\$ 9,167,971
Total Investments - at Fair Value	<u>10,065,517</u>	<u>9,167,971</u>
Investments - at Contract Value:		
Investment Contract	<u>636,954</u>	<u>675,837</u>
Total Investments	10,702,471	9,843,808
Receivables:		
Notes Receivable from Participants	104,829	88,434
Employer Contributions	<u>251,130</u>	<u>247,331</u>
Total Receivables	<u>355,959</u>	<u>335,765</u>
TOTAL ASSETS	11,058,430	10,179,573
<u>LIABILITIES</u>		
Other Liabilities	<u>175</u>	<u>175</u>
Net Assets Available for Benefits	<u>\$ 11,058,255</u>	<u>\$ 10,179,398</u>

The accompanying Notes to Financial Statements  
are an integral part of these statements.

PROACT, INC. 401(k) PLAN  
STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS  
FOR THE YEAR ENDED JUNE 30, 2025

Additions:	
Net Appreciation in Fair Value of Investments	\$ 1,207,292
Interest Income - Notes Receivable from Participants	7,827
Contributions:	
Employer	415,752
Participant	298,927
Rollovers	-
Total Contributions	<u>714,679</u>
Other Income	-
Total Additions	<u>1,929,798</u>
Deductions:	
Benefits Paid to Participants	1,041,166
Administrative Expenses	<u>9,775</u>
Total Deductions	<u>1,050,941</u>
Net Additions (Deductions)	878,857
Net Assets Available for Benefits - Beginning of Year	<u>10,179,398</u>
Net Assets Available for Benefits - End of Year	<u><u>\$ 11,058,255</u></u>

The accompanying Notes to Financial Statements  
are an integral part of this statement.

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

1. Plan Description

The following brief description of the ProAct, Inc. 401(k) Plan (the Plan) provides only general information. Participants should refer to the plan agreement for a more complete description of the Plan's provisions.

General – The Plan is a defined contribution plan covering substantially all employees of ProAct, Inc. (the Company) who have completed a minimum of 1,000 hours of service during the Plan year, have one year of service and are at least twenty-one (21) years of age.

Contributions – Participants are allowed to make voluntary contributions (elective deferral) up to 100 percent of eligible compensation, as defined, to their plan accounts. The elective deferrals can be pre-tax or Roth deferrals. Participants may also make rollover contributions from qualified benefit plans of previous employers. Participants who have attained age 50 before the end of the Plan year are eligible to make catch-up contributions. The Company may also contribute on a discretionary basis a match equal to a percentage of the employee contributions. Additional discretionary amounts may be contributed at the election of the Company's Board of Directors. Contributions are subject to certain limitations. The Company's contributions are made in cash.

Participant Accounts – Each participant's account is credited with the participant's contributions, allocations of the Company's discretionary matching contributions, if any, allocations of the Company's additional discretionary contributions, if any, and Plan earnings, net of administrative expenses. Allocations are based on participant earnings or account balances, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's account.

Vesting – Participants are immediately vested in their voluntary contribution and rollover contributions. Participants are also immediately vested in Company matching and discretionary contributions.

Notes Receivable (Participant Loans) – Participants may borrow from their fund accounts a minimum of \$1,000 up to a maximum equal to the lesser of \$50,000 or 50% of their account balance. The term of the loan is limited to five years, unless the loan is for the purchase of the participant's primary residence, where the Administrator may permit a longer repayment period. The loans are secured by the balance in the participant's account and bear interest at prime rate +2% (as of the date the loan is requested). The loans outstanding at June 30, 2025 and 2024, bear interest at rates ranging from 5.25% to 10.50%. Principal and interest is paid ratably through payroll deductions.

Payment of Benefits – Upon termination of service due to death, disability, or retirement, a participant may elect to receive the value of their benefits in the form of a lump-sum amount equal to the participant's account balance or installment payments over a specified period of time. For termination of service due to other reasons, a participant may receive the value of their account in a lump-sum distribution. In service distributions may be made for all or part of a participant's account balance. Distributions may also be made in the form of hardship withdrawals.

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

2. Summary of Significant Accounting Policies

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles in the United States of America, except for distributions paid to participants which are prepared on the cash basis of accounting.

Investments held by a defined contribution plan are required to be reported at fair value, except for fully benefit responsive investment contracts. However, contract value is the relevant measurement attribute to that portion of the net assets available for benefits of a defined contribution plan attributable to fully benefit-responsive investment contracts because contract value is the amount participants would receive if they were to initiate permitted transactions under the terms of the plan.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect the reported amounts of certain assets, liabilities, and disclosures. Accordingly, the actual amounts could differ from those estimates. Any adjustments applied to estimated amounts are recognized in the year in which such adjustments are determined.

Investment Valuation and Income Recognition

The Plan's investments are reported at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. See Note 4 for discussion of fair value measurements.

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis. Dividends are recorded on the ex-dividend date. Net appreciation includes the Plan's gains and losses on investments bought and sold as well as held during the year.

Management fees and operating expenses charged to the Plan for investments in mutual funds are deducted from income earned on a daily basis and are not separately reflected. Consequently, management fees and operating expenses are reflected as a reduction of net appreciation in fair value of investments.

The change in net unrealized appreciation/depreciation of investments held from the beginning of the plan year to the end of the plan year is included with realized gains/losses as net investment income/loss reported in the accompanying statement of changes in net assets available for benefits.

Notes Receivable from Participants

Notes receivable from participants are measured at their unpaid principal balance plus any accrued but unpaid interest. Interest income is recorded on the accrual basis. Related fees are recorded as administrative expenses and expensed when they are incurred. No allowance for credit losses has been recorded as of June 30, 2025 and 2024.

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

2. Summary of Significant Accounting Policies (continued)

Contributions

Contributions from employees and the Company are recorded in the period in which the Company makes the payroll deductions from participant earnings.

Administrative Expenses

Certain expenses of maintaining the Plan are paid by the Plan, unless otherwise paid by the Company. Expenses that are paid by the Company are excluded from these financial statements. Fees related to the administration of the notes receivable from participants are charged directly to the participant's accounts and are included in the administrative expenses. Investment related expenses are included in the appreciation of fair value of investments.

Payment of Benefits

Benefits are recorded when paid.

Subsequent Events

Subsequent events were evaluated through March XX, 2026, which is the date financial statements were available to be issued.

3. Certification of Investment Information

Certain information related to the investments disclosed in the accompanying financial statements and supplemental schedule, including investments held at June 30, 2025 and 2024, and the net investment gain (loss) for the year ended June 30, 2025, was obtained or derived from information supplied to the Plan and certified as complete and accurate by Voya Retirement Insurance and Annuity Company (the custodian of the Plan).

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

4. Fair Value

The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). The three levels of the fair value hierarchy under FASB ASC 820 are described as follows:

Level 1 – Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access.

Level 2 – Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability; and
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the assets or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 – Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques maximize the use of relevant observable inputs and minimize the use of unobservable inputs.

The following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2025 and 2024.

*Cash and Cash Equivalents:* Valued at cost with approximates fair value.

*Pooled Separate Accounts:* Valued at the net asset value (NAV) of units of a fund maintained by an insurance company. The NAV, as provided by the trustee, is used as a practical expedient to estimate fair value. The NAV is based on the fair value of the underlying investments held by the fund less its liabilities.

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

4. Fair Value (continued)

The following table sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of June 30, 2025:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Fair Value</u>
Cash and Cash Equivalents	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-
Total Assets in FV Hierarchy	-	-	-	-
Investments Measured at Net Asset Value	-	-	-	10,065,517
Investments at Fair Value	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,065,517</u>

The following table sets forth by level, within the fair value hierarchy, the Plan's assets at fair value as of June 30, 2024:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Fair Value</u>
Cash and Cash Equivalents	\$ -	\$ -	\$ -	\$ -
Other	-	-	-	-
Total Assets in FV Hierarchy	-	-	-	-
Investments Measured at Net Asset Value	-	-	-	9,167,971
Investments at Fair Value	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,167,971</u>

The following table summarizes investments measured at fair value based on NAV per share as of June 30, 2025:

	<u>Fair Value</u>	<u>Unfunded Commitments</u>	<u>Redemption Frequency</u>	<u>Redemption Notice Period</u>
Pooled Separate Accounts	\$ 10,065,517	N/A	Daily	1 day

The following table summarizes investments measured at fair value based on NAV per share as of June 30, 2024:

	<u>Fair Value</u>	<u>Unfunded Commitments</u>	<u>Redemption Frequency</u>	<u>Redemption Notice Period</u>
Pooled Separate Accounts	\$ 9,167,971	N/A	Daily	1 day

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

5. Investment Contract with Insurance Company

The Plan has an investment annuity contract that meets the fully benefit-responsive investment contract criteria and therefore is reported at contract value. Contract value is the relevant measure for fully benefit-responsive investment contracts because this is the amount received by participants if they were to initiate permitted transactions under the terms of the Plan. Contract value represents contributions made under the contract, plus earnings, less participant withdrawals, and administrative expenses.

The investment contract held by the Plan is a guaranteed investment contract. The guaranteed investment contract issuer is contractually obligated to repay the principal and interest at a specified interest rate that is guaranteed to the Plan. The methodology for calculating the interest crediting rate is based on earnings of the underlying assets in the entire medium-long term new portfolio compared to the minimum interest crediting rate, as stated in the contract, and prevailing market conditions. Interest crediting rate is reset quarterly.

The actual average yield earned by the Plan for the benefit responsive fund can be derived by averaging the Plan's quarterly interest rates for the fund over the year. The average for 2025 is 1.5%.

Certain events may limit the ability of the Plan to transact at contract value with the contract issuer. Examples of such events include the following:

- (a) The Plan's failure to qualify under Section 401(a) of the Internal Revenue Code or the failure of the trust to be tax-exempt under Section 501(a) of the Internal Revenue Code.
- (b) Premature termination of the contract.
- (c) Plan termination or merger.
- (d) Changes to the Plan's prohibition on competing investment options.
- (e) Bankruptcy of the plan sponsor or other plan sponsor events that significantly affect the Plan's normal operations.

No events are probable of occurring that might limit the ability of the Plan to transact at contract value with the contract issuer and that also would limit the ability of the Plan to transact at contract value with the participants.

The guaranteed investment contract does not permit the issuer to terminate the agreement prior to the scheduled maturity date.

PROACT, INC. 401(k) PLAN  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2025

6. Risks and Uncertainties

The Plan's investments, in general, are subject to various risks, such as interest rate, credit, and overall market volatility risk. Additionally, the value, liquidity, and related income of the investments are sensitive to changes in economic conditions and may be affected by shifts in the market's perception of issuers and changes in interest rates. Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in value of investment securities, it is at least reasonably possible that changes in value of investments will occur near term and that such changes could materially affect the amounts reported in the statement of net assets available for benefits.

7. Income Tax Status

The Plan adopted a non-standardized, prototype plan that obtained its opinion in which the Internal Revenue Service stated that the prototype plan, as then designed, was in compliance with the applicable requirements of the Internal Revenue Code (IRC). Although the Plan has been amended since receiving the opinion letter, the Plan administrator and the Plan's tax counsel believe the Plan is designed and is currently being operated in compliance with the applicable provisions of the IRC. Therefore, no provision for income tax has been included in the Plan's financial statements.

The Plan has adopted *Accounting for Uncertainty in Income Taxes*, ASC 740-10. The Plan's policy is to evaluate uncertain tax positions, at least annually, for the potential for income tax exposure. In compliance with its IRC status, the Plan annually files an Annual Return/Report of Employee Benefit Plan (Form 5500). The Plan is subject to routine audits by taxing jurisdictions; however, there are no current audits for any tax periods in progress.

8. Plan Termination

Although they have not expressed any intent to do so, the Company has the right under the Plan to discontinue their contributions at any time and to terminate the Plan subject to the provisions of ERISA. In the event of Plan termination, all participants become fully vested in their accounts.

9. Parties-In-Interest Transactions

The Plan's investments are managed by the custodian to the Plan. The investment transactions qualify as party-in-interest transactions. Administrative expenses paid by the Plan were \$9,775 in the year ended June 30, 2025. Additionally, the Plan invests in allocated insurance contracts and annuities sponsored by the custodian and therefore, these transactions qualify as party-in-interest transactions that are exempt from prohibited transactions rules of ERISA.

**DRAFT**  
**3.23.26**  
ADDITIONAL INFORMATION

PROACT, INC. 401(k) PLAN  
 SCHEDULE H, LINE 4i - SCHEDULE OF ASSETS HELD FOR INVESTMENT  
 JUNE 30, 2025

EIN # 23-7239408  
 PN# 001

(a)	(b) Identity of Issue Borrower, Lessor, or Similar Part	(c) Description of Asset	(d) Cost	(e) Current Value
*	Voya Retirement Insurance and Annuity Company	Investment Contract - Voya Fixed Account	**	\$ 636,954
	Voya Retirement Insurance and Annuity Company	Pooled Separate Accounts:		
*		Voya Index Solution 2040 Portfolio Z	**	1,429,599
*		Voya Index Solution 2030 Portfolio Z	**	1,151,889
*		Voya Index Solution 2035 Portfolio Z	**	1,062,410
*		Voya Index Solution 2050 Portfolio Z	**	1,016,710
*		Voya Index Solution 2025 Portfolio Z	**	625,564
*		JPMorgan Lrg Cp Growth Fnd R6	**	788,008
*		Voya Index Solution 2055 Portfolio Z	**	521,364
*		Vanguard 500 Index Fund Adm	**	518,753
*		Voya Index Solution 2045 Portfolio Z	**	503,415
*		American Funds EuroPacific R6	**	283,952
*		Vanguard Small-Cap Index Fund Adm	**	239,147
*		American Funds Wash Mtual R6	**	239,170
*		Vanguard Mid-Cap Index Fund Adm	**	211,852
*		Neuberger Berman Md Cap Grw Fnd R6	**	195,470
*		Voya Index Solution 2060 Portfolio Z	**	199,844
*		American Funds Am Balanced R6	**	177,514
*		PIMCO Income Fund Ins	**	150,184
*		American Funds New World R6	**	140,093
*		Vanguard Total Intl Stk Index Fd Adm	**	126,612
*		DFA Global Real Estate Sec Port Inst	**	92,115
*		American Funds NW Prspctv R6	**	82,278
*		DFA U.S. Targeted Value Port Inst	**	59,727
*		Voya Index Solution Income Port Z	**	44,634
*		Voya Intermediate Bond Fund R6	**	59,850
*		American Funds Cap Wld BD R6	**	35,466
*		PGIM High Yield Fund R6	**	36,718
*		Neuberger Berman Genesis Fund R6	**	20,002
*		MFS Mfd Cap Value Fund R6	**	23,490
*		DFA Intl Prot Sec Port Ins	**	16,882
*		Voya Index Solution 2065 Portfolio Z	**	12,609
*		Voya Gov Money Mkt Fnd A	**	196
		Total Pooled Separate Accounts		<u>10,065,517</u>
		Total Investments		10,702,471
		Participants loans due in various amounts through May 2029, with interest rates of 5.25% to 10.50%		<u>104,829</u>
				<u>\$ 10,807,300</u>

\* Indicates Party-in-interest  
 \*\* Cost omitted for participant-directed accounts.



FY 2026

July - June

Monthly Program Goals and Outcomes  
Report Month: February

Program	Goals	Monthly Total	YTD Totals/ Average	Total (T), Average(A)	YTD % of Goal
Employment Support Services – Linda/Brianna	<ul style="list-style-type: none"> <li>Extended Employment – Secure a minimum of 7,800 (Independent Employment) work hours per month.</li> <li>Waiver Support – Bill an average of 550 hours per month.</li> <li>98% of participants independently employed during the current month retained employment</li> <li>12 participants in ESS/EE will obtain a new job or advance their current job in FY26 (promotion/new role/new job)</li> <li>60% of participants who obtained a new job or advanced in their current job did so with support from ProAct staff (resume, interview prep, job search, onboarding, etc.)</li> <li>Increase enrollment in the ESS program by 7% in FY 2026:                             <ul style="list-style-type: none"> <li>1. <b>Start</b> 35 new participants</li> <li>2. <b>Total participants served</b> annually in FY26 = 215</li> <li>3. <b>Active</b> participants at end of year = 205</li> </ul> </li> </ul>	5688 339 99% 0 0 3 - 203	5818 442 98% 3 0 24 216 197	A A A T T T T A	75% 80% 100% 25% 0% 69% 101% 96%
Employment Development Services – RaeAnn/Brianna	<ul style="list-style-type: none"> <li><b>Employment Planning Services</b></li> <li>90% of participants will complete comprehensive employment planning services (waiver and VRS) within four months of program enrollment in FY26.</li> <li>Increase Waiver Employment Exploration and Development Planning Services (all waiver) enrollment in the program by 250% in FY 2026:                             <ul style="list-style-type: none"> <li>1. <b>Start</b> 75 new participants</li> <li>2. <b>total participants served</b>= 100 in FY26</li> <li>3. <b>Active</b> participants at end of year = 40</li> </ul> </li> <li>Increase the average number of hours billed per month in the Employment Development Services (EDS) program for non-VRS participants in FY 2026:                             <ul style="list-style-type: none"> <li>1. Achieve a 50% increase over the FY25 baseline of 54 hours/month (target = 81 hours/month) and increasing to 200 hours/month by June 30, 2026.</li> </ul> </li> <li><b>Job Development Placement and Retention Goals:</b> <ul style="list-style-type: none"> <li>Increase VRS enrollment in FY 2026:                                     <ul style="list-style-type: none"> <li>1. <b>Start</b> 125 new participants</li> <li>2. <b>total participants served</b>= 150 in FY26</li> <li>3. <b>Active</b> participants at end of year = 50</li> </ul> </li> <li>Place a minimum of 5 participants into competitive employment monthly (Annual target 60)</li> <li>Ensure 85% of those placed retain employment for 90 days (monthly goal)</li> <li>Place 80% of individuals into jobs within four months from program start</li> </ul> </li> </ul>	33% 2 - 12 47	61% 12 28 13 53	A T T A A	68% 16% 28% 33% 66%
IHS – Kim/Bri	<ul style="list-style-type: none"> <li>Individualized Home Support – Bill at least 1500 hours per month.</li> <li>Increase enrollment in the IHS program by 25% in FY 2026:                             <ul style="list-style-type: none"> <li>1. <b>Start</b> 25 new participants</li> <li>2. <b>Total participants served</b> annually in FY26 = 96</li> <li>3. <b>Active</b> participants at end of year = 85</li> </ul> </li> </ul>	1574 4 - 77	1512 24 94 73	A T T A	101% 96% 98% 86%

Program	Goals	Monthly Total	YTD Totals/ Average	Total (T), Average(A)	YTD % of Goal
Hudson – Steph/LeeAnn	<ul style="list-style-type: none"> <li>• Bill a minimum of 1700 service hours monthly.</li> <li>• Increase enrollment in the program by 20% in FY 2026. <ul style="list-style-type: none"> <li>○ 1. <b>Start</b> 6 new participants</li> <li>○ 2. <b>total participants served</b>= 27 in FY26</li> <li>○ 3. <b>Active</b> participants at end of year = 25</li> </ul> </li> <li>• 85% of participants in enrichment classes will participate in community classes.</li> <li>• At least once a month, a community member/group will come to ProAct for a program or project</li> </ul>	1558	1639	A	96%
		0	2	T	33%
		-	22	T	82%
		22	21	A	84%
		86%	87%	A	103%
		100%	63%	A	63%
Eagan DSS – Steph	<ul style="list-style-type: none"> <li>• Bill a minimum of 16,000 service hours monthly.</li> <li>• Increase enrollment in the program by 10% in FY 2026. <ul style="list-style-type: none"> <li>○ 1. <b>Start</b> 30 new participants</li> <li>○ 2. <b>total participants served</b>= 230 in FY26</li> <li>○ 3. <b>Active</b> participants at end of the year = 195</li> </ul> </li> <li>• 85% of participants in enrichment classes will participate in community classes.</li> <li>• At least once a month, a community member/group will come to ProAct for a program or project</li> <li>• Provide virtual enrichment programming to a minimum of 35 participants, bill 800 hours per month (Eagan, Shakopee, Hudson, Red Wing) per month.</li> </ul>	14,574	14,728	A	92%
		2	19	T	63%
		-	197	T	86%
		185	185	A	95%
		72%	78%	A	92%
		0%	13%	A	13%
		29	30	A	86%
		488	529	A	66%
Shakopee – Ali	<ul style="list-style-type: none"> <li>• Bill a minimum of 13,000 service hours monthly.</li> <li>• Increase enrollment in the program by 15% in FY 2026. <ul style="list-style-type: none"> <li>○ 1. <b>Start</b> 25 new participants</li> <li>○ 2. <b>total participants served</b>= 155 in FY26</li> <li>○ 3. <b>Active</b> participants at end of the year = 144</li> </ul> </li> <li>• 85% of participants in enrichment classes will participate in community classes.</li> <li>• At least once a month, a community member/group will come to ProAct for a program or project</li> </ul>	11,754	11,794	A	91%
		0	10	T	40%
		-	137	T	88%
		124	125	A	87%
		47%	59%	A	69%
		100%	100%	A	100%
Red Wing DSS - Gloria	<ul style="list-style-type: none"> <li>• Bill a minimum of 9000 service hours per month in DSS.</li> <li>• Increase RW DSS enrollment in the program by 10% in FY 2026. <ul style="list-style-type: none"> <li>○ 1. <b>Start</b> 20 new participants</li> <li>○ 2. <b>total participants served</b>= 133 in FY26</li> <li>○ 3. <b>Active</b> participants at end of the year = 117</li> </ul> </li> <li>• 85% of participants in enrichment classes will participate in community classes.</li> <li>• At least once a month, a community member/group will come to ProAct for a program or project</li> </ul>	9127	9238	A	103%
		0	3	T	15%
		-	117	T	88%
		107	112	A	96%
		93%	78%	A	78%
		100%	100%	A	100%
Training/Transp ortation - Jane	<ul style="list-style-type: none"> <li>• Mandatory training assigned on the first business day of each month</li> <li>• 95% of assigned staff finish mandatory training by the 22<sup>nd</sup> of each month</li> <li>• 100% of assigned staff finish mandatory training by the end of each month.</li> <li>• Ensures 100% vehicle inspection forms are completed for each site monthly</li> <li>• Add 1 enclave over the course of the year in Eagan.</li> <li>• Bill 100 hours of ESS 1:1 at DARTS per month (direct or indirect)</li> <li>• Add 1 enclave over the course of the year in Red Wing</li> </ul>	100%	100%	A	100%
		99%	97%	A	102%
		100%	100%	A	100%
		100%	94%	A	94%
Enclaves - Jessie		0	0	T	0%
		0	48	A	48%
		0	0	T	0%



# Board Meeting Dates **DRAFT** 2026-2027 FY

Board meeting will be held in the ProAct conference room/hybrid  
3195 Neil Armstrong Blvd  
Eagan, MN 55121

If unable to attend a scheduled meeting, please email or call:

Amanda Ballard | [aballard@proactinc.org](mailto:aballard@proactinc.org) | C:612-810-3917 | D: 651-289-3195

Judie Foster-Lupkin | [jfoster-lupkin@proactinc.org](mailto:jfoster-lupkin@proactinc.org) | C: 651-253-4133 | D: 651-289-3190

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## 2026 – 2027 Board of Director Meetings – **PROPOSED/DRAFT**

July 7 <sup>th</sup>	NO MEETING
August 25 <sup>th</sup>	July financials
September 8 <sup>th</sup>	NO MEETING
October 6 <sup>th</sup>	August financials      June 30 Audit
November 3 <sup>rd</sup>	September financials
December 1 <sup>st</sup>	October financials
January 5 <sup>th</sup>	November financials
February 2 <sup>nd</sup>	December financials
March 2 <sup>nd</sup>	January financials
April 6 <sup>th</sup>	February financials
May 4 <sup>th</sup>	March financials
June 1 <sup>st</sup>	April financials

# ProAct Communications Board Report

APRIL 2026

## UPDATES & EVENTS

- ProAct's communications team is coordinating with the **Shakopee Chamber of Commerce** for an upcoming Shakopee ribbon cutting ceremony.
- ProAct's communications team is continuing outreach to offices of elected officials and local media in preparation of tours and opening events for the **new Shakopee building**.
- ProAct's communications team prepared and updated **marketing flyers** for use in business outreach efforts.
- ProAct's communications team is working on content highlighting ProAct staff and recent event participation including SW Metro Transitions School District Resource Fair.

## SOCIAL MEDIA HIGHLIGHTS

Social media highlights from March 2026: The social media content that received the highest reach and engagement across all three social media platforms were:

- Participants bowling content received the highest engagement with over 1,900 impressions.
- Content featuring participants out at lunch received the second highest engagement with over 1,400 impressions.
- Participants attending a theatre performance received the third highest engagement with over 1,200 impressions.

