

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, May 5th, 2026

5:00 PM

ProAct-Eagan 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, Melissa Munce

- 1. Call to Order and Attendance**
- 2. Approval of the Agenda (Additions/Corrections/Deletions)**
- 3. Review and Approve Board Meeting Minutes of the meeting held April 7th, 2026**
- 4. Financial Report for March and YTD; Rolling 12 Month Reports, Cash Flow Statement, and Balance Sheet**
 - a. Review of the FY 26-27 Budget**
- 5. Review of Budget (on last year's may agenda)**
 - a. Discretionary Fund Contribution Discussion**
 - b. Staff Increases for Budget**
 - c. Capital Budget overview**
- 6. Program and Services Report**
- 7. Red Wing Update**
- 8. Looking Ahead**
 - a. Final FY 26-27 Board Meeting Dates**
 - b. Note for June Meeting/Reminder: Election of Officers/Board Members in June 2026 for FY 26-27**
 - i. Note for June Meeting/Reminder: Slate of Officers: Chair, Vice Chair, Secretary, and Treasurer (all board members have had background checks)**

- ii. Note for June Meeting/Reminder: Director Term Renewals: Brian Knapp
- iii. (will be final term, 2026-2029)

9. President & CEO Report

- a. Bus sale to church
- b. Red Wing parking lot rental inquiry (new school bus contract)
- c. New Eagan Roof damage and repair
- d. Property Insurance Renewal 6/1
- e. NPIG Board position request for Judie – (NP Insurance Group, LLC, NIT's captive subsidiary company)
- f. Legislative/MOHR Update
- g. Marketing & Communications Report
- h. Strategic Plan Update
- i. Food Truck Invitation to Board 11:30 – 1:30
 - i. 6/11 – Red Wing/Hudson
 - ii. 6/16 – Eagan
 - iii. 6/23 - Shakopee

10. New Business

- a. New Board Members

11. Adjourn

Next Meeting: June 9th, 2026 (moved from June 2nd)

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 Minutes

Tuesday, April 7th, 2026

5:00 PM

ProAct Shakopee Via Zoom and/or in person

Board members attending: Chuck DeNet, Jim Louwagie, John Christiansen, Pat Jones, Paul Kramp, Steve Quirk, Teri McCloughan

Via Zoom: Marty Stapleton

Board members absent: Brian Knapp, Mary Ellen Leary

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

Guest attending: Barb Weckman-Brekke

1. Shakopee Open House 3:30-5:00 pm

The Shakopee Open House was a success! Employees, Attendees, and the Board enjoyed themselves. The turnout for the event was great, and everyone loved the new building.

2. Call to Order and Attendance

Board Vice Chair Steve Quirk called the meeting to order at 5:05 pm

3. Approval of the Agenda (Additions/Corrections/Deletions)

Steve Quirk asked for a motion to accept the board agenda, moved by Jim Louwagie and seconded by Teri McCloughan. The motion carried unanimously.

4. Review and Approve Board Meeting Minutes of the meeting held March 3rd, 2026

The board reviewed the March 3rd minutes. Steve Quirk asked for a motion to accept the minutes, moved by John Christiansen and seconded by Pat Jones. The motion carried unanimously.

5. Financial Report for February and YTD; Rolling 12 Month Reports, Cash Flow Statement, and Balance Sheet

February had 20 billable days, with net income from operations of \$77,914.00. Production generated \$30,000 in revenue for the month, which is higher than normal and helped us in February. Utilities, Repair, and Maintenance were over budget due to the new Shakopee building and move; Melissa estimates around \$30,000-35,000 in expenses to operate the new Shakopee building for the next 12 months; our previous Shakopee expense was \$10,000.00. Real Estate taxes are temporary, as discussed in a prior meeting, and will fall off in 2027 when we receive our tax exemption, reducing this operating cost. Our YTD income from operations is \$714,240.00, and we estimate the year-end profit will be just under 1 million. Market gains and investments for February were \$103,000. The balance sheet

reconciles and remains consistent. The Cash and Investments summary reflects \$675,000 in cash and cash equivalents and 5 million in the money market.

Steve Quirk requested a motion to accept the February financials. John Christiansen made the motion, and Chuck DeNet seconded it. The motion was approved unanimously.

6. 401K Audit

Judie noted that the Audit was attached to the packet for review and was sent to Chuck before the meeting for review. The 401K Audit had no outstanding recommendations or notes, and everything balanced. She noted that, out of the 160 staff members, 130 are enrolled in the plan due to our yearly discretionary contribution, with 120 who contribute to their retirement accounts.

Steve Quirk requested a motion to accept the 401K Audit. Paul Kramp made the motion, and John Christiansen seconded it. The motion was approved unanimously.

7. Program and Services Report

Judie reported on the February program and services report, noting that we served 693 participants and 46,673 hours. We have served 835 participants throughout the year, with many success stories of independent hires. Paul requested that a 12-month graph be created to show the representation of Programs. Judie noted she will work on the graph.

Judie noted the various community engagements, including the Transition Plus Resource Fair, the Community Resource Fair in the Southwest Metro (which was attended by key Shakopee staff), and the upcoming Goodhue County Education Resource Fair at the end of the month. The Dakota County Library classes have started, and ProAct was represented at all three new classes. Day Services community outings are all happening in Programs now that the weather is getting nicer!

8. Red Wing Update

Phase 1 of the interior project at Red Wing has been completed and cost around \$100,000 out of the \$500,000 budget for Red Wing updates, with plenty to continue onto Phases 2 and 3. Phase 2 will begin soon and will involve renovations in the entryway and administrative hallway, including new paint, wainscoting, and flooring the main area being the large break room. Asbestos testing will be conducted before replacing the existing tile with an epoxy floor. The kitchen area will undergo a remodel featuring a U-shaped layout and a new refrigerator. Phase 3 will involve building a kitchen classroom/area for cooking classes. Judie noted that the goal is to complete all phases by the end of 2026.

9. Looking Ahead

a. MOHR Spring Conference

Judie informed the Board that the MOHR Spring Conference conflicts with the June meeting. After discussing various options, the Board decided to move the June Board Meeting to June 9th. This change will allow Judie to attend the conference. Amanda will update the meeting invitation accordingly.

b. CARF Surveys

Two CARF Surveys are upcoming, which Judie will attend—one in Alabama and another in Minnesota. Jessie Gruber will also be attending the survey in Alabama, which will be nice to have two ProAct representatives present.

c. Proposed FY 26-27 Board Dates

The proposed Board dates for FY 26-27 were presented and reviewed. The Board agreed to the proposed dates as outlined.

d. Strategic Plan Update

Judie met with the Program Managers to discuss internal improvements for our approved one-year plan. The Directors will begin to hold meetings starting at the end of April. More information regarding the one-year Strategic Plan rollout will be provided soon.

e. New Board Member Update

Judie met with K2, our marketing firm, to begin developing various marketing materials, applications, and documents to recruit new board members. More information will follow once we hear back from K2.

10. President & CEO Report

a. Capital Budget Update

The roof replacement over the production floor is set to begin this Thursday. Construction will set up in the parking area by the loading dock.

b. Work Comp Audit Results

The Workers' Compensation Audit has been completed, and we will receive a payroll premium adjustment of \$22,000.

c. Legislative/MOHR Update

CMS has approved the rate changes submitted by the State, which will be retroactive to January. We are still awaiting the final rollout plans, and Judie and Melissa are coordinating with the accounting department regarding the rate change.

d. Day at the Capitol Recap

Programs attended the Day at the Capitol virtually this year. Everyone had a great experience, and the energy and enthusiasm of our participants matched that of an in-person event.

e. 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

Barb Brekke Weckman addressed the Board, expressing gratitude for the invitation to attend the meeting and for ProAct's ongoing contributions to the community. She mentioned that there are some challenging impacts anticipated at the governmental level in the next couple of years, but she remains hopeful that ProAct will not be adversely affected. ProAct will be presenting at the County Board, and she encouraged everyone to consider how to ask for support for ProAct's mission during that meeting.

Barb also extended an invitation to an upcoming Shakopee High School CAP event for students seeking internships, scheduled for April 21st from 8:30-9:00 AM, just before the County Board Meeting. Judie will connect Anna and Barb for this event.

12. Adjourn

Steve Quirk called to adjourn the meeting at 6:11 pm.

Next Meeting: May 5th, 2026

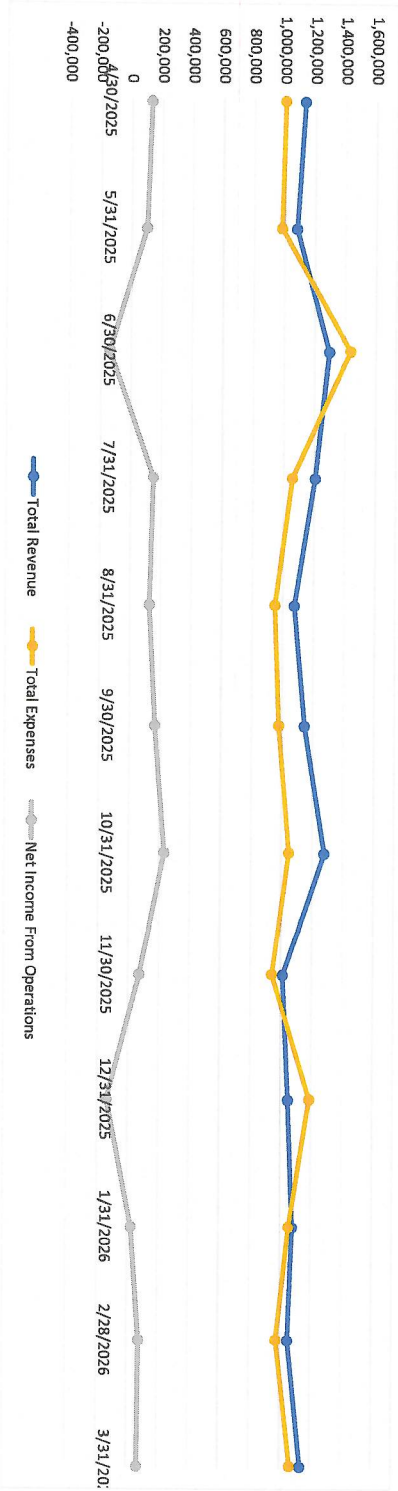
Submitted by Amanda Ballard

PROACT, INC.
STATEMENT OF REVENUE AND EXPENSES
MAR 31, 2026

DESCRIPTION	MONTH	MONTH	LAST YEAR		YTD		YTD LAST YEAR			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE	ACTUAL	BUDGET	VARIANCE	ACTUAL	VARIANCE
REVENUE										
CONTRACT REVENUE	141,495	151,450	(9,955)	132,961	8,534	1,360,270	1,325,075	35,195	1,370,647	(10,377)
SERVICE FEES	963,925	935,223	28,703	798,825	165,100	8,352,813	8,150,303	202,511	7,840,433	512,380
FUNDRAISING	2,189	4,300	(2,111)	3,858	(1,669)	47,033	43,700	3,333	61,708	(14,675)
OTHER REVENUE	25,041	27,500	(1,859)	30,281	(4,640)	248,046	247,500	546	309,816	(61,770)
TOTAL REVENUE	1,133,251	1,118,473	14,778	965,925	167,326	10,008,162	9,766,578	241,585	9,582,605	425,558
EXPENSES										
STAFF WAGES	618,473	684,559	(66,086)	567,100	51,373	5,490,715	5,826,570	(335,856)	5,215,251	275,463
STAFF BENEFITS	162,413	174,469	(12,056)	156,672	5,742	1,365,202	1,464,591	(99,388)	1,333,406	31,796
CONSUMER WAGES/BENEFITS	13,806	16,337	(2,531)	12,689	1,117	126,280	128,781	(2,501)	125,548	732
SUBCONTRACT SERVICES	72,045	52,350	19,695	60,503	11,542	661,526	499,375	162,151	484,087	177,439
SUPPLIES & MATERIALS	30,091	32,205	(2,114)	18,739	11,352	252,565	291,213	(38,648)	353,280	(100,715)
DEPRECIATION	45,650	34,824	10,826	30,992	14,659	305,914	283,910	22,004	252,789	53,125
VEHICLE OPERATING EXPENS	32,695	32,395	300	30,369	2,326	294,413	291,287	3,126	285,307	9,105
EQUIPMENT REPAIR	15,218	7,030	8,188	3,447	11,770	76,742	65,870	10,872	82,790	(6,048)
UTILITIES, REPAIR & MAINT	37,745	26,711	11,034	22,959	14,786	339,431	241,275	98,156	220,198	119,233
OTHER EXPENSE	35,493	32,182	3,311	29,017	6,476	311,511	316,545	(5,033)	273,735	37,777
TOTAL EXPENSES	1,063,628	1,093,061	(29,434)	932,486	131,142	9,224,299	9,409,417	(185,118)	8,626,392	597,907
NET INCOME FROM OPERATION	69,623	25,411	44,212	33,439	36,184	783,863	357,161	426,703	956,213	(172,350)
MARKET GAIN/LOSS	(144,011)	0	(144,011)	(69,595)	(74,415)	405,517	0	405,517	491,523	(86,006)
ONE-TIME GRANTS	0	0	0	0	0	0	0	0	19,147	(19,147)
TOTAL ADJUSTMENTS	(144,011)	0	(144,011)	(69,595)	(74,415)	405,517	0	405,517	510,670	(105,152)
NET INCOME	(74,388)	25,411	(99,799)	(36,156)	(38,231)	1,189,381	357,161	832,220	1,466,883	(277,502)

ProAct, Inc.
Comparative 12 Month Income Statement

	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	3/31/2026
Revenue												
Contract Revenue	152,063	127,951	266,492	175,630	126,986	129,637	197,303	155,616	153,590	127,303	152,711	141,495
Service Fees	946,422	916,234	908,721	979,429	922,562	978,062	1,044,170	825,954	856,695	905,609	876,407	963,925
Fundraising	622	521	264	1,504	2,000	12,859	879	2,265	13,236	10,894	1,206	2,189
Other	29,676	32,445	116,438	46,549	21,016	20,796	33,321	24,694	23,561	33,178	19,289	25,642
Total Revenue	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	1,133,251
Expenses												
Service Days	22	21	21	22	21	21	23	18	20/23	21	20	22
Staff Wages	597,290	604,425	581,066	637,212	558,674	575,872	615,041	540,618	774,638	615,317	554,871	618,473
Staff Benefits	139,102	160,053	477,185	160,876	137,771	149,823	148,229	139,942	147,874	159,228	159,048	162,413
Consumer Wages/Benefits	15,910	14,350	13,830	15,516	14,565	14,934	16,570	13,059	13,117	10,971	13,742	13,806
Subcontract Services	71,120	62,898	69,014	75,249	64,633	70,758	95,887	78,373	80,848	65,498	58,235	72,045
Supplies & Materials	49,842	22,224	160,974	27,874	26,090	19,302	33,484	28,009	37,859	23,316	26,540	30,091
Depreciation	28,893	27,741	32,292	29,361	30,754	30,722	32,141	30,754	31,537	33,817	41,178	45,650
Vehicle Expense	38,763	34,543	36,445	37,551	35,996	36,568	32,280	28,611	27,145	31,712	31,855	32,695
Equipment Repair	11,675	4,676	5,915	7,385	8,309	5,324	8,570	5,401	5,257	13,063	8,215	15,218
Facility Expense	19,339	20,120	19,257	30,293	35,561	33,606	29,236	38,205	35,582	54,392	44,809	37,745
Other	27,845	26,315	35,272	33,234	32,432	36,449	31,760	34,192	30,075	44,670	33,208	35,492
Total Expenses	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	1,063,628
Net Income From Operations	129,004	99,806	-139,335	148,561	127,779	167,996	232,475	71,365	-136,850	25,000	77,912	69,623
Market Gains(Losses)												
One-Time Grants	21,768	54,581	175,009	82,554	108,235	128,560	64,392	36,909	-3,359	29,104	103,133	-144,011
Total Adjustments	21,768	163,974	0	0	0	0	0	0	0	0	0	0
Net Income	150,772	318,361	35,674	231,115	236,014	296,556	296,867	108,274	-140,209	54,104	181,045	-74,388



PROACT, INC.
BALANCE SHEET
3/31/26 (Period 9)

	3/31/26 (Period 9)	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)
CURRENT ASSETS:						
CASH	820,167	680,583	610,131	307,852	696,916	796,025
MONEY MARKET	2,169,215	5,159,327	5,147,173	6,382,361	4,290,044	4,278,348
INVESTMENTS (CD's and Stock)	14,350,327	11,488,772	11,385,566	10,356,238	12,434,253	12,390,751
ACCOUNTS RECEIVABLE	1,047,880	1,017,819	959,271	906,068	1,038,516	1,190,083
ALLOWANCE FOR DOUBTFUL ACCOUNTS	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
PREPAIDS	225,457	262,435	263,089	271,953	263,002	231,163
TOTAL CURRENT ASSETS:	18,608,046	18,603,936	18,360,230	18,219,471	18,717,730	18,881,370
FIXED ASSETS:						
LAND	1,470,055	1,470,055	1,470,055	660,055	660,055	660,055
BUILDING	9,563,583	9,563,583	9,558,763	10,241,500	10,241,500	10,241,500
EQUIPMENT	1,244,623	1,244,623	1,244,623	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	2,178,603	2,083,403	2,063,761	2,063,761	2,063,761	2,063,761
ACCUMULATED DEPRECIATION-BUILDING	(2,526,861)	(2,504,045)	(2,483,471)	(2,472,368)	(2,463,524)	(2,454,965)
ACCUMULATED DEPRECIATION-EQUIPMENT	(1,158,580)	(1,152,865)	(1,147,622)	(1,141,795)	(1,135,990)	(1,130,138)
ACCUMULATED DEPRECIATION-VEHICLES	(1,267,530)	(1,263,106)	(1,259,110)	(1,254,685)	(1,250,261)	(1,245,979)
ACCUMULATED DEPRECIATION-REMODELING	(679,435)	(666,739)	(665,374)	(642,911)	(630,448)	(618,386)
DEPOSITS	76,907	103,660	155,401	249,756	88,075	32,916
TOTAL FIXED ASSETS:	10,357,222	10,334,425	10,402,882	10,395,730	10,265,586	10,241,180
TOTAL ASSETS:	28,965,268	28,938,361	28,763,112	28,615,201	28,983,316	29,122,550
LIABILITIES:						
Description						
ACCOUNTS PAYABLE	99,586	70,614	85,211	51,340	69,267	75,736
WAGES PAYABLE	206,453	145,479	143,810	87,618	275,055	274,037
PTO PAYABLE	368,455	368,455	368,455	368,455	368,455	368,455
RETIREMENT PAYABLE	5,065	3,471	3,487	2,065	6,678	257,330
PAYROLL TAXES PAYABLE	33,404	23,800	19,123	9,973	20,243	20,526
BENEFITS PAYABLE (Health & Dental)	7,569	7,419	4,950	11,776	19,436	10,559
TOTAL CURRENT LIABILITIES:	720,531	619,237	625,035	531,227	759,134	1,006,643
LONG TERM LEASE LIABILITY						
NET ASSETS	27,055,356	27,055,356	27,055,356	27,055,356	27,055,356	27,055,356
YTD PROFIT / (LOSS)	1,189,381	1,263,768	1,082,721	1,028,618	1,168,827	1,060,552
TOTAL LIABILITIES & NET ASSETS:	28,965,268	28,938,361	28,763,112	28,615,201	28,983,316	29,122,550

ProAct, Inc.
Cash & Investment Summary
3/31/26

Cash Position	April	May	June	July	August	September	October	November	December	January	February	March
Checking Account												
Main Operating Account - Old National	868,276	812,163	416,113	1,402,105	1,454,833	751,123	750,430	651,080	268,980	570,489	638,731	779,570
Eagan Payroll Account - Old National	22,693	22,693	22,693	227,862	22,162	22,162	22,090	22,090	22,090	22,090	22,674	22,582
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	8,301	8,388	8,820	8,650	8,763	8,763	9,111	8,985	2,685	3,173	3,342	3,182
Petty Cash	910,444	854,418	458,800	1,649,791	1,496,932	793,222	792,805	693,329	304,929	606,925	675,921	816,508
	1,950	1,950	3,241	3,241	3,241	3,241	3,220	3,587	2,923	3,206	4,662	3,659
Money Market - Old National	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	2,169,215
CD's												
Old National, CDARS 3.35% 6/11/26												1,001,837
Old National, CDARS 3.40% 09/10/26												2,003,729
Old National, CDARS 3.85% 12/11/25	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 3.80% 12/18/25	1,013,942	1,017,220	1,021,426	1,024,773	1,028,128	1,031,386	1,033,552	1,036,785	-	-	-	-
Alliance Bank, CDARS, 4.88% 6/5/25	1,044,959	1,049,298	-									
Tradition Capital Bank, 4.55% 9/11/25	2,058,491	2,066,469	2,074,219	2,082,258	2,090,329	-						
	5,132,268	5,151,187	4,116,047	4,130,731	4,145,466	2,061,608	2,068,316	2,074,828	-	-	-	3,005,566
Associated Bank - Money Market/Equity Fund												
	69,682	71,698	72,274	73,520	74,748	77,454	79,619	81,070	76,882	76,971	80,717	76,304
LPL Financial Investments	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	11,268,457
Total	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	17,328,687	17,339,709

TOTAL 2027 PROPOSED											6/30/26 ACTUAL		2026 BOARD APPROVED BUDGET	
REVENUE		EAGAN	RED WING	HUDSON	SHAKOPEE	OVERALL ADMIN	AGENCY BUDGET	PROJECTION	VARIANCE					
CONTRACT REVENUE	1,566,000	246,000	-	-	-	-	1,812,000	1,828,164	(16,164)	1,779,425				
SERVICE FEES	5,531,847	2,594,220	368,075	3,003,168	-	-	11,497,310	11,043,215	454,095	10,989,362				
FUNDRAISING, GRANTS, UNITED WAY	30,000	2,400	-	7,200	-	-	39,600	88,967	(49,367)	56,600				
OTHER REVENUE	18,000	33,600	-	-	-	222,000	273,600	1,136,954	(863,354)	330,000				
TOTAL REVENUE	7,145,847	2,876,220	368,075	3,010,368	222,000	13,622,510	14,097,300	(474,790)	13,155,387					
EXPENSES														
STAFF WAGES, BENEFITS & TAXES	4,880,961	1,517,546	263,896	2,126,967	807,599	9,596,969	9,093,820	503,149	9,898,189					
CONSUMER WAGES, BENEFITS & TAXES	21,398	141,995	-	-	-	163,393	168,715	(5,322)	177,794					
STAFF EXPENSES	71,800	15,020	1,740	5,525	50,200	144,285	105,987	38,298	158,345					
PROFESSIONAL FEES	16,800	5,700	-	10,200	36,500	69,200	69,060	140	66,000					
CONTRACT LABOR	405,379	-	-	-	-	405,379	436,401	(31,022)	240,000					
PUBLIC RELATIONS/MARKETING	-	-	-	-	108,000	108,000	108,639	(639)	79,800					
DUES & MEMBERSHIPS	-	-	-	-	19,500	19,500	19,443	57	20,700					
TECHNOLOGY FEES & SERVICES	3,600	2,800	-	2,700	270,400	279,500	232,324	47,176	251,900					
SUPPLIES & MATERIALS	225,921	62,700	18,230	32,040	3,600	342,491	323,263	19,228	392,114					
UTILITIES	147,747	67,570	7,800	56,580	1,200	280,897	246,160	34,737	223,200					
FACILITY LEASE/RENT/RE TAX	16,740	2,600	-	74,100	-	93,440	158,954	(65,514)	135,621					
EQUIPMENT & BUILDING EXPENSES	126,700	96,500	18,000	72,000	-	313,200	319,208	(6,008)	192,800					
VEHICLE OPERATING EXPENSES	71,700	128,400	12,000	189,900	-	402,000	392,578	9,422	388,468					
INSURANCE	72,721	34,679	4,500	21,321	-	133,221	117,332	15,889	103,700					
DEPRECIATION	172,068	160,466	25,174	166,122	-	523,830	410,569	113,261	384,671					
OTHER EXPENSES	-	-	-	-	9,900	9,900	8,962	938	10,800					
Total Expense	6,233,535	2,235,976	351,340	2,757,455	1,306,899	12,885,205	12,211,415	673,790	12,724,102					
Net Income(Loss)	912,312	640,244	16,735	252,913	(1,084,899)	737,305	1,885,885	(1,148,580)	431,285					
Allocation Percentage	53%	21%	3%	22%										
Overall Admin Allocation	(578,524)	(232,857)	(29,799)	(243,718)	1,084,899	-	-	-	-					
Net Income(Loss) after Allocations	333,788	407,387	(13,064)	9,195	-	737,305	1,885,885	(1,148,580)						
Staff Increases by Location														
Capital Budget	4/1/2027	90,000												
New Servers		45,000												
New Vehicles Eagan		25,000												
New Vehicles RW		45,000												
New Vehicles - Hudson		35,000												
New Cameras		20,000												
New Cameras - RW		40,000												
HVAC - Eagan		45,000												
HVAC - RW		25,000												
RW Parking Lot		20,000												
RW Concrete		390,000												
Estimated 6/30/26 Discretionary 401k Contribution														
Not included in this budget, would be accrued against 6/30/26														
3% 189,491														
4% 252,654														

Staff Increases by Location				
	3%	4%	5%	
Eagan	60,443.52	80,591.37	100,739.21	
Red Wing	19,747.15	26,329.53	32,911.92	
Shakopee	26,811.13	35,748.17	44,685.21	
Hudson	3,436.78	4,582.38	5,727.97	
Overall Admin	10,298.89	13,731.86	17,164.82	
Total	<u>120,737.47</u>	<u>160,983.31</u>	<u>201,229.13</u>	

Estimated 6/30/26 Discretionary 401k Contribution	
Not included in this budget, would be accrued against 6/30/26	
3%	189,491
4%	252,654
5%	315,818

Participant Service Breakdown

Number of Participants/Hours Receiving Services

2/28/2026

3/31/2026

Accounting Breakdown	Prior month Total Participants/ Hours	Total Participants	Total Service Hours billed	Virtual DSS	In-facility DSS	Emp Dev NON VRS	Emp Dev VRS	Waiver ESS	EE ESS	Enclave	PreVoc	IHS	Indepen dent hires	Transport units	Admit	Discharge
DSS																
Eagan - Hours	15,019		16,661	386	16,182	0	0	0	0	0	93	0	0	2657		
Eagan-Participant #	183	184		19	167	0	0	0	0	0	5	0	0		1	0
RW - Hours	9,284		9,522	93	9,352	0	0	0	0	0	77	0	0	2365		
RW-Participant #	107	114		9	107	0	0	0	0	0	2	0	0		1	1
Shakopee - Hours	11,754		12,349	44	12,305	0	0	0	0	0	0	0	0	2659		
Shakopee-Participant #	124	128		3	127	0	0	0	0	0	0	0	0		3	4
Hudson - Hours	1,558		1,618	10	1,608	0	0	0	0	0	0	0	0	134		
Hudson-Participant #	22	22		1	21	0	0	0	0	0	0	0	0		0	1
EDS/ESS/IHS																
Eagan ESS Hours	5,655		6,092	0	0	0	0	339	5,753	0	0	0	0	0		
Eagan ESS Participant #	149	148		0	0	0	0	94	54	0	0	0	0	0	0	2
RW ESS Hours	1,478		1,662	0	0	0	0	45	516	1,101	0	0	0	0		
RW ESS Participant #	54	54		0	0	0	0	33	8	13	0	0	0	0	0	0
Eagan IHS Hours	1,451		1,506	0	0	0	0	0	0	0	0	1,506	0	0		
Eagan IHS Participant #	61	58		0	0	0	0	0	0	0	0	58	0	0	0	2
Red Wing IHS Hours	123		139	0	0	0	0	0	0	0	0	139	0	0		
Red Wing IHS Participant #	16	16		0	0	0	0	0	0	0	0	16	0	0	1	0
Eagan- EDS hours	216		194	0	0	21	173	0	0	0	0	0	0	0		
Eagan- EDS Part #	42	40		0	0	11	29	0	0	0	0	0	4	0	4	6
RW - EDS hours	134		120	0	0	4	116	0	0	0	0	0	0	0		
RW - EDS Part #	18	19		0	0	1	18	0	0	0	0	0	1	0	2	0
Shakopee - EDS hours	1		11	0	0	7	4	0	0	0	0	0	0	0		
Shakopee - EDS Part #	1	4		0	0	3	1	0	0	0	0	0	0	0	1	0

Total Hours	46,673		49,874	533	39,447	32	293	384	6,269	1,101	170	1,645				
Total Participants (with duplicates)	777	787	49,874	32	39,447	15	48	384	62	13	2	74	5			
Total Participants (without duplicates)	699	711												7,815	13	16

Working Days

20

21

(22 but one snow day)

FY 2026
July - June
Monthly Program Goals and Outcomes
Report Month: March

Program	Goals	Monthly Total	YTD Totals/ Average	Total (T), Average(A),	YTD % of Goal
Employment Support Services – Linda/Brianna	- Extended Employment – Secure a minimum of 7,800 (Independent Employment) work hours per month. - Waiver Support – Bill an average of 550 hours per month. 98% of participants independently employed during the current month retained employment 12 participants in ESS/EE will obtain a new job or advance their current job in FY26 (promotion/new role/new job) 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.) - Increase enrollment in the ESS program by 7% in FY 2026: 1. Start 35 new participants 2. Total participants served annually in FY26 = 215 3. Active participants at end of year = 205	6269 384 100% 0 0 0 202	5868 435 98% 3 0 24 216 197	A A A T T T A	75% 79% 100% 25% 0% 69% 101% 96%
Employment Development Services – RaeAnn/Brianna	Employment Planning Services 90% of participants will complete comprehensive employment planning services (waiver and VRS) within four months of program enrollment in FY26. - Increase Waiver Employment Exploration and Development Planning Services (all waiver) enrollment in the program by 250% in FY 2026: 1. Start 75 new participants 2. total participants served= 100 in FY26 3. Active participants at end of year = 40 - Increase the average number of hours billed per month in the Employment Development Services (EDS) program for non-VRS participants in FY 2026: 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. Job Development Placement and Retention Goals: - Increase VRS enrollment in FY 2026: 1. Start 125 new participants 2. total participants served= 150 in FY26 3. Active participants at end of year = 50 - Place a minimum of 5 participants into competitive employment monthly (Annual target 60) - Ensure 85% of those placed retain employment for 90 days (monthly goal) - Place 80% of individuals into jobs within four months from program start	40% 4 - 14 32	57% 16 34 13 51	A T T A A	63% 21% 34% 33% 63%
IHS – Kim/Bri	- Individualized Home Support – Bill at least 1500 hours per month. - Increase enrollment in the IHS program by 25% in FY 2026: 1. Start 25 new participants 2. Total participants served annually in FY26 = 96 3. Active participants at end of year = 85	1645 1 - 74	1527 25 95 73	A T T A	102% 100% 99% 86%

Program	Goals			Total (T), Average(A)	
Hudson – Steph/LeeAnn	• Bill a minimum of 1700 service hours monthly. • Increase enrollment in the program by 20% in FY 2026. ○ 1. Start 6 new participants ○ 2. total participants served= 27 in FY26 ○ 3. Active participants at end of year = 25 • 85% of participants in enrichment classes will participate in community classes. • At least once a month, a community member/group will come to ProAct for a program or project	1608	1636	A	96%
Eagan DSS – Steph	• Bill a minimum of 16,000 service hours monthly. • Increase enrollment in the program by 10% in FY 2026. ○ 1. Start 30 new participants ○ 2. total participants served= 230 in FY26 ○ 3. Active participants at end of the year = 195 • 85% of participants in enrichment classes will participate in community classes. • At least once a month, a community member/group will come to ProAct for a program or project • Provide virtual enrichment programming to a minimum of 35 participants, bill 800 hours per month (Eagan, Shakopee, Hudson, Red Wing) per month.	16,182	14,889	A	93%
Shakopee – Aii	• Bill a minimum of 13,000 service hours monthly. • Increase enrollment in the program by 15% in FY 2026. ○ 1. Start 25 new participants ○ 2. total participants served= 155 in FY26 ○ 3. Active participants at end of the year = 144 • 85% of participants in enrichment classes will participate in community classes. • At least once a month, a community member/group will come to ProAct for a program or project	12,305	11,851	A	91%
Red Wing DSS – Gloria	• Bill a minimum of 9000 service hours per month in DSS. • Increase RW DSS enrollment in the program by 10% in FY 2026. ○ 1. Start 20 new participants ○ 2. total participants served= 133 in FY26 ○ 3. Active participants at end of the year = 117 • 85% of participants in enrichment classes will participate in community classes. • At least once a month, a community member/group will come to ProAct for a program or project	9352	9251	A	103%
Training/Transp ortation - Jane	• Mandatory training assigned on the first business day of each month • 95% of assigned staff finish mandatory training by the 22nd of each month • 100% of assigned staff finish mandatory training by the end of each month. • Ensures 100% vehicle inspection forms are completed for each site monthly	100% 96% 100% 100%	100% 97% 100% 94%	A A A A	100% 102% 100% 94%
Enclaves - Jessie	• Add 1 enclave over the course of the year in Eagan. • Bill 100 hours of ESS 1:1 at DARTS per month (direct or indirect) • Add 1 enclave over the course of the year in Red Wing	0 0 0	0 39 0	T A T	0% 39% 0%



Board Meeting Dates 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 | C: 612-810-3917 | D: 651-289-3195

Judie Foster-Lupkin | jfoster-lupkin@proactinc.org | C: 651-253-4133 | D: 651-289-3190

2026 – 2027 Board of Director Meetings

July 7 th	NO MEETING
August 25 th	July Financials
September 1 st	NO MEETING
October 6 th	August Financials & June 30 Audit
November 3 rd	September Financials
December 1 st	October Financials
January 5 th	November Financials
February 2 nd	December Financials
March 2 nd	January Financials
April 6 th	February Financials
May 4 th	March Financials
June 1 st	April Financials

1982	2022-2025 (1) Reelected June 2025 2025-2028 (2)	2031	Director	Marty Stapleton	H: 952-435-3661 C: 612-743-6612 H: 941-359-3231	mstapleton@comcast.net	Attorney, Stapleton & McCloughan, PLLC - Retired	14519 Chateau Ct., Burnsville, MN 55306 8009 Fairhaven Glen University Park, FL 34201	Delete Bville address?
2018	2021-2024 (1) Reelected June 2024 2024-2027 (2)	2030	Director	Pat Jones	W: 952-898-4911 C: 612-386-8683 F: 952-898-3088	pat@superiorhomecare.org	Founder/CEO Superior Home Care	Superior Home Care 10597 165th St W Lakeville, MN 55044 9950 Towering Oaks Curve Prior Lake, MN 55372 (Home)	
2006	2021-2024 (1) Reelected June 2024 2024-2027 (2)	2030	Director	Teri McCloughan	W: 651-215-8507 C: 651-276-2827 Fax: 952-400-8909	tmclou@comcast.net	Attorney, Stapleton & McCloughan, PLLC	Stapleton & McCloughan, PLLC 105 Hartman Ct, Ste 110 St Paul, MN 55075 2082 Stanford Ave St. Paul, MN 55105 (Home)	
2024	2024-2027 (1)	2033	Director	Steve Quirk	W: 651-379-6200 Ext 202	steve@quirks.com	Co-owner/President Quirks Media	4662 Slater Rd Eagan, MN 55122	
2003	2021-2024 Reelected due to bylaws 2022- 2025 (1) Reelected June 2025 2025-2028 (2)	2030 Extended due to Bylaws 2031	Director (Past Chair)	Mary Ellen Leary	W: 651-688-0380 C: 952-210-9899 Fax: 651-452-0333	mleary@themelgroup.com	Owner, The MEL Group, LLC "People Solutions"	The MEL Group, LLC 2584 Concord Way Mendota Heights, MN 55120	Elected as Chair in June 2025. Stepped down as Chair in February 2026. Update notes for FY 26- 27

NOTE: All BOD Members have BGS

ProAct Communications Board Report

MAY 2026

UPDATES & EVENTS

- ProAct's communications team coordinated with the **Shakopee Chamber of Commerce** for the open house ribbon cutting ceremony and shared content highlighting the event for social.
- ProAct's communications team is continuing conversations with the **offices of Representative Craig, Senator Klobuchar, and Senator Smith** for potential highlighting of ProAct's open house in their newsletters and future tour opportunities.
- ProAct's communications team is working with participants and guardians to produce content highlighting **Employment and IHS success stories**.
- ProAct's communications team is working on content **highlighting ProAct staff** and recent event participation.
- ProAct's communications team prepared and updated **marketing flyers** for use in business outreach efforts.

SOCIAL MEDIA HIGHLIGHTS

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

- Content highlighting the Shakopee open house event received the highest engagement with over 2,100 impressions.
- Content featuring participants on a shopping trip received the second highest engagement with over 1,100 impressions.
- Content featuring the "Minnesota Corner" of the Shakopee site received the third highest engagement with over 1,000 impressions.

