



Peaslee Board of Directors Agenda

September 11, 2025, 3:30-5:00 p.m., Peaslee Tech Directors Meeting

In Attendance: Shirley Martin-Smith, Bobbie Flory, Wayne Ricks, Mark Preut, Brittany Hall, Dr. Kevin Kelley, Megan Hill, Brandon Petz, Katie McCormick, and Brandon Keller

In Attendance via Zoom: Bonnie Lowe, Cindy Yulich, Sarah Plinsky, and Rick Hird

Not in Attendance: Beverly Victoriano and George Crump

The meeting was called to order at 3:30 pm with no voting agenda due to not having quorum.

Charlie Lauts, Director of Admissions, introduced herself to the board

The meeting was officially called to order at 3:36pm

1. Approval of July 10, 2025, Minutes/Agenda – vote

Shirley entertained a motion to approve the minutes and agenda. Mark moved to approve the minutes/agenda. The motion was seconded by Wayne. The motion of the minutes/agenda was unanimously approved.

2. Treasurer's/Finance Committee Report

- a. Second Quarter 2025 Financials

Brandon presented the 2nd Quarter 2025 Financials. Brandon covered the bank account balances with positive news. From last year's balance sheet, it is up about \$260k, with bank balance up another \$50k. He reported that the cash balance is strong as well. Brandon noted in accounts receivable, the Frame Grant was recognized in the financials. Some other notable items he mentioned increased total revenue \$180k as of last year, drop in facility lease revenue, grants and gifts due to the SAEI grant was up, and instructional income is up from last year. He and Kevin noted that we have a lot more classes from last year, which is a good increase in class revenue. He also mentioned that we are starting to see the endowment money coming in and will be listed as restricted for now. Overall net revenue is up from last year. He did mention that when we migrated our payroll from QuickBooks to Paychex Flex there might have been duplicate payment to salary employees. He also mentioned when the change happened, the taxes and garnishment wages were messed up, and they are currently working on fixing it with Paychex Flex. Shirley entertained a motion to accept the 2nd Quarter 2025 Financials. Mark moved to accept the 2nd Quarter 2025 Financials. The motion was seconded by Bobbie. The motion to accept the 2nd Quarter 2025 Financials was unanimously approved.

- b. 2024 Audit & 990 Report: Eric L. Otting and Brandon Keller, Wendling Noe Nelson & Johnson LLC
Brandon Keller presented the 2024 Audit and 990 Report. Brandon covered the disclaimer and disclaimed an opinion on the 2023 Statement of Activities, Functional Expenses, and Cash Flows due to not testing beginning balances in the 2023 audit. This is due to the prior audits not being completed correctly. By not testing beginning balances, this materially affects the determination of the Statements of Activities and Changes in Net Assets, Functional Expenses, and Cash Flows for the year ended December 31, 2023. Because of the significance of this matter, they could not obtain sufficient appropriate audit evidence to provide a basis for an audit opinion on the results of operations, functional expenses, and cash flows for the year ended December 31, 2023. Brandon noted that on pg.3 and pg.4 the assets released from restrictions was due to the solar project being

taken out of net assets, which normally does not happen. He also noted that a significant item was the new roof in place, a net gain from last year. Brandon noted that on pg.11 net assets are set aside for specific purposes, but we still need to be cognizant of what funds might be pulled out. Noted about related party transactions, Peaslee is related to Douglas County, Kansas (the County), and the City of Lawrence, Kansas (the City), through board governance. During the years ended December 31, 2024, and 2023, Peaslee received \$400,000 support from the County and \$200,000 from the city, respectively. Peaslee also reimburses the County for the CEO salaries and benefit costs. The total amount spent to the County for the services of the CEO during the years ended December 31, 2024, and 2023, were approximately \$185,000 and \$170,000, respectively. On December 31, 2024, and 2023, Peaslee had recorded as a liability of \$50,071 and \$124,971 to the County for these services, respectively. Brandon also presented the 990 Report. He said it was a draft to review and provides public inspection. He noted that the solar tax was not created in 2024 so you will not see it on these 990 reports. The completion of the solar system was completed in 2025 so this will be seen in the next 990 Report. Shirley entertained a motion to accept the 2024 Audit. Bobbie moved to accept the 2024 Aduit. The motion was seconded by Cindy. The motion to accept the 2024 Audit was unanimously approved. Shirley then entertained a motion to accept the 990 Report. Bobbie moved to accept the 990 Report. The motion was seconded by Wayne. The motion to accept the 990 Report was unanimously approved.

3. Selection of New Board Members - vote

Rob Chestnut
Beth Easter
Bill DeWitt
Matt Wingert

Shirley entertained a motion to approve the selection of new board members. Cindy moved to approve the selection of new board members, which was seconded by Bonnie. The selection of new board members was unanimously approved.

4. Selection of Officers – vote

Shirley started the selection of officers by stating Cindy was stepping down on Halloween. Shirley said Cindy was a true gem and would be greatly missed on the Peaslee board. There will need to be a selection of new officers. Mark Pruet made a motion to select Shirley Martin-Smith as Board President, Bobbie Flory as Vice President, Rob Chestnut as Treasurer, and Brittany Hall as Secretary. Wayne seconded the motion, and the selection of officers was unanimously approved.

5. Updates/Discussion:

- Kevin Updates

Kevin presented some updates.

- **He has wrapped up a couple of new grants one being from the Kris Foundation to help with our outreach efforts for High School students. Another grant that is going out is the RISE Foundation to help expand our solar class. This grant will help Peaslee to be energy independent and supply commercial grade batteries for the solar plants. This will cut our utilities in half and help store energy to use at night.**
- **Kevin presented the board with the Douglas County Organizations and Residents Building. This is diagram is to represents who we serve, our fundamentals, and who we are.**
- **He is looking to expand a nursing apprenticeship in partnership with LMH which will follow HCA (HCA Midwest Health is in Overland Park Regional Medical Center) in Overland Park, KS. There is a community demand for nurses, and this will help LMH grow and our partnership**



with them. We will help facilitate this program at LMH since the State of Kansas requires you to have a loan program for this type of program.

- Peaslee Promise Update
 - **Megan presented an update on the Peaslee Promise Endowment Fund - \$149,100**
 - **New Gifts**
 - **Two new gifts from people in this room so I won't share details, but you know who you are!**
 - **Marketing**
 - **Case for Support**
 - **The first draft is written, and Kevin has approved it!**
 - **Next step - working with Ann and Steven Hertzog on the design**
 - **Peaslee Promise Campaign Committee**
 - **All board members will serve on the committee**
 - **Peaslee Promise Campaign Committee Member Job Description**
 - **Next Steps**
 - **Recruit external committee members**
 - **Plan Campaign Committee Kick Off Meeting**
 - **Press Release**
 - **Align with completion of Campaign Case for Support**
 - **Peaslee Promise Campaign Gift Table**
 - **In progress!!**
 - **Megan will share it with the Campaign Committee when it's ready**

6. Other Business

Shirley Martin-Smith let the board know that Kevin's annual evaluation will go out this coming week and due by the end of October.

7. Executive Session (if needed)

No Executive Session was needed.

8. Adjourn

Shirley entertained a motion to adjourn. Bobbie moved to adjourn. The motion was seconded by Wayne. The meeting was adjourned at 4:36 pm.