



**ANNUAL BOARD MEETING MINUTES**  
**Thursday, September 25, 2025**  
**1200 E. Plant St., Suite 220**  
**Winter Garden, FL 34787**

The Board of Directors of the Foundation for a Healthier West Orange (HWO, Inc.), in its capacity as the manager and sole member of Healthy West Orange, LLC, met on Thursday, September 25, 2025, at the Healthy West Orange Building. Chair J. Whiddon called the meeting to order at 4:12p.m. A quorum was established, with the following **Directors Present:** C. Evans, J. Whiddon, K. Vargas, and N. Sutton (Virtual). **Directors Absent:** B. Spong. **Staff Present:** T. Swanson, P. Brown, and K. Carter. **Guest:** J. Jonason of Gunster.

**PUBLIC COMMENT**

No members of the public were in attendance; therefore, no public comment period was necessary.

**APPROVAL OF MINUTES**

**Action Taken:** Upon a motion duly made and seconded, the minutes of the May 1, 2025, meeting of the Healthy West Orange, LLC Board were unanimously approved.

**ELECTION OF CORPORATE OFFICERS**

J. Whiddon asked for a motion to elect the following Healthy West Orange, LLC officers: T. Swanson as President, and P. Brown as Treasurer.

**Action Taken:** Upon a motion duly made and seconded, the Board unanimously elected the following persons to serve as the officers of Healthy West Orange, LLC: T. Swanson as President and P. Brown as Treasurer, to serve until the next annual meeting or until their successors shall be elected and qualified.

**FINANCE REPORTS – AUGUST 2025**

P. Brown referred the Board to the previous discussion of the August 2025 financial reports in the Foundation Board Meeting, calling attention to the subsections concerning Healthy West Orange, LLC, and asked for any additional questions or clarifications or a motion.

**Action Taken:** Upon a motion duly made and seconded, the Finance Reports of Healthy West Orange, LLC for August 2025 were unanimously approved.

**BUDGET FYE 2026**

P. Brown referred the Board to the FYE 2026 Budget and directed attention to the subsection concerning Healthy West Orange, LLC, referring them to the previous HWO, Inc. budget discussions on August 15, 2024. P. Brown asked if there were any questions or clarifications or a motion.

**Action Taken:** Upon a motion duly made and seconded, the FYE 2026 Budget for Healthy West Orange, LLC was unanimously approved.

#### **OPERATIONS UPDATE (HWO & HUBB)**

K. Carter reported a 12% increase in digital engagement, achieved without an increase in the marketing budget. She also noted a significant rise in in-person engagement, demonstrating that steady advertising costs, expanding digital reach, and record participation levels reflect Healthy West Orange’s growing community impact.

K. Carter provided updates on key programs, including the Healthy Selfie 5K and Photo Challenge. As of today, 1,383 participants have registered for the Healthy Selfie Challenge—a 200% increase compared to 2019. She also reported that Westly’s Mile has expanded to 20 elementary schools this year, with the HWO team actively attending kickoff celebrations across participating schools.

Looking ahead, K. Carter outlined strategic priorities for 2026, including:

- Evaluating the HWO strategy for the next 10 years,
- Growing the volunteer base, and
- Reviewing and enhancing the Carrot Champions program.

She also provided an update on staffing plans to cover the vacant roles through the end of December.

#### HUBB

K. Carter reported that HUBB did not meet its annual goal of increasing online users and interactions by 10%, ending the year roughly even with last year’s figures. However, she noted positive momentum since April 1, with online users up 21.5% and interactions up 3%. She commended D. Dillard for her ongoing efforts to boost HUBB awareness among users and community partners.

#### **HUBB KIOSK UPDATE**

K. Carter shared that the team continues to observe and evaluate usage of the freestanding HUBB kiosk. She is developing criteria for selecting future kiosk sites and has begun initial outreach to potential site locations.

#### **RATIFICATION OF ACTIONS**

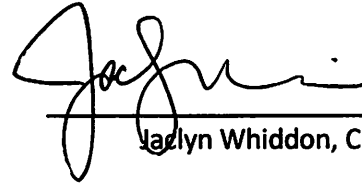
A motion was made to ratify, approve, and confirm actions taken by Healthy West Orange, LLC during the 2025 fiscal year.

**Board Action:** Upon a motion duly made and seconded, the Board unanimously ratified, approved, and confirmed all actions taken in good faith by Healthy West Orange, LLC, and by

its officers and authorized signatories on its behalf, during the course of the 2025 fiscal year in accordance with the Florida Revised Limited Liability Company Act and the Operating Agreement of Healthy West Orange, LLC, dated October 2, 2020.

**OPEN FORUM**

The meeting was adjourned at 4:19 p.m.



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Jaelyn Whiddon, Chair