

**MINUTES**  
**Aging & Disability Resource Center of Central Wisconsin Board Meeting**  
**Location: Marshfield ADRC-CW Office; 300 S Peach**  
**July 9, 2015**

**Board Members Present:** Jim Hampton, Terri Sersch, Larry Lebal, Dick Hurlbert, Vern Cahak, Joanne Leonard, Mike Feirer, Doug Machon and Jean Doty.

Attending by video conference from Wausau: Bill Miller and Sharon Rybacki; and by video conference from Merrill: Loretta Baughan and Bob Reichelt.

**Others present:** Linda Weitz, Tim Moe, Steve Prell, and Erin Wells by video conference from Merrill

**1) Call to Order:**

Meeting was called to order by Chairperson Joanne Leonard, at 9:30 a.m.

**2) Public Comments:**

Linda and the Board welcomed the new Lincoln County Board Member, Bob Reichelt and Linda also introduced the new Quality Manager, Tim Moe. Tim gave a brief description of his background.

**3) Approval of Minutes:**

A motion made by Doug Machon, seconded by Vern Cahak, to approve the amended minutes of June 11<sup>th</sup> meeting with the changes to add Doug Machon as being present and Sharon Rybacki as excused. Motion carried.

**4) Discussion/possible action: Election of Officers: Chair, Vice-Chair and Secretary/Treasurer:**

Joanne opened the nominations for Board officers. Currently, Chair is Joanne Leonard, Vice-Chair is Jim Hampton and Secretary/Treasurer is Larry Lebal. A motion was made by Bill Miller to keep the officers the same, Dick Hurlbert seconded the motion. Motion carried.

**5) Discussion/possible action: Recommendation of new citizen board members:**

There are currently two openings for citizen members to the board. We received one application for the opening representing the physically disabled target group. The board reviewed the application of Joseph "Joe" Hoppa and discussed recommending him for appointment to the ADRC-CW board. Mike Feirer made a motion to approve Joe Hoppa's application replacing Dan Sullivan. Doug Machon seconded the motion. Motion carried. Linda will contact all four member counties to make the appointment. Recruitment will continue to fill the other citizen member representing the developmentally disabled target group.

**6) Discussion/possible action – Report from the Finance Committee:**

The audit is coming up. Steve said he will have a draft by the next board meeting. All disbursements were approved.

**7) Discussion/possible action – Draft of ADRC-CW Reserves Policy for county tax levy:**

The Board reviewed the draft policy and the accompanying analysis that was included in the board packet. After a brief discussion of the draft policy, Bill Miller suggested to revise the 4<sup>th</sup> bullet point of the draft policy from ""Once a county's share of reserve responsibility is met, amounts over

that level **may** be returned to that individual county...” to “amounts over that level **will** be returned to that individual county...”. Loretta Baughan asked if there should be a provision included that addresses the issue of returning reserves if a member county withdraws from the ADRC-CW or if the ADRC-CW is dissolved. Steve Prell believes that the four-county intergovernmental agreement addresses distribution of assets if a member county withdraws or the organization dissolves. Linda and Steve agreed to review the Intergovernmental agreement and bring that information back to the next board meeting. Loretta Baughn and Joanne Leonard thought we should wait to approve the reserves policy until this question has been answered. A motion was made by Larry Lebal and seconded by Jean Doty to approve the policy as presented today, with the exception of changing the wording on bullet point #4 from **“may be returned”** to **“will be returned”**. Motion carried, with two “nay” votes from Loretta and Joanne. Linda stated that she will add an agenda item to next month’s meeting regarding language in the intergovernmental agreement regarding distribution of assets for the board’s review and discussion.

**8) Education Item ADRC-CW Advisory Committee(s):**

Linda gave the history and statutory requirement for the Advisory Committees. Due to the requirements in the Wisconsin Elders Act, Advisory Committees serve in the function of the former Commission on Aging. They are advisory only as the board is the policy-making body for the organization. However, they serve as an important role as advocates and as the “voice” of the community. Sharon Rybacki questioned if they have minutes? Linda affirmed that they do have minutes and she will include the Advisory Committee minutes in the Board member packets. She will also send out a schedule for upcoming Advisory Committee meetings so Board members can attend if they wish. Joanne asked if Jennifer Cummings, Director of Aging, can put this information together.

**9) Executive Director’s Report:**

Linda mentioned a few items within the report:

A new Communications/Administrations Manager has been hired, but her name cannot yet be announced due to notification to her current employer.

Linda passed out invitations to the All Staff meeting that will be held on July 29, 2015.

Bids are to be out soon for the Marshfield Community Center project.

At the Wausau location a new roof is being put on.

There were 615 Senior Farmers Market vouchers given out this year.

**10) Future Agenda Items & Location** – the next meeting will be in Wisconsin Rapids on August 13, 2015 at 9:30 a.m. Suggested agenda items: Intergovernmental Agreement, Discussion on Marketing, Effects of the State Budget

**11) Adjournment** – Motion to adjourn the meeting was made by Mike Feirer, seconded by Vern Cahak. Motion approved and the meeting ended at 11:02 a.m.