

## MINUTES

### Aging & Disability Resource Center of Central Wisconsin Board Meeting

Location: Wisconsin Rapids ADRC-CW Office; 220 3<sup>rd</sup> Avenue S

August 13, 2015

**Board Members Present:** Joanne Leonard, Jim Hampton, Terri Sersch, Dick Hurlbert, Vern Cahak, Mike Feirer, Doug Machon, Jean Doty and Joe Hoppa. Attending by video conference from Merrill: Loretta Baughan and Bob Reichelt. Larry Lebal, Bill Miller and Sharon Rybacki were excused

**Others present:** Linda Weitz, Tim Moe, Steve Prell, Jennifer Cummings, Mike Rhea, Alyssa Vruwink and Ardyce Jones

**1) Call to Order:**

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

**2) Public Comments:**

There were no public comments.

**3) Introduction of New Board Member – Joe Hoppa**

Linda and the Board welcomed the new citizen Board Member, Joe Hoppa. Joe gave a brief description of his background. Linda also introduced Alyssa Vruwink, the new Communication/Administrative Services Manager. Alyssa gave a brief description of her background. The Board members introduced themselves.

**4) Approval of Minutes:**

A motion made by Mike Feirer, seconded by Dick Hurlbert to approve the minutes of the July 9<sup>th</sup> meeting. Motion carried.

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

The Finance Committee did not meet due to lack of a quorum.

**6) Discussion/possible action: 2014 Draft audit:**

Steve Prell reviewed the draft audit, noting that it is just a draft at this time. Since Marathon County is our fiscal agent, the ADRC-CW audit is conducted along with the Marathon County audit; therefore, issues that impact Marathon County are also listed in the ADRC-CW audit. Steve explained the items listed in our audit that relate to Marathon County and not ADRC-CW, i.e., comments about the Marathon County IT system.

Steve answered questions posed by board members regarding specifics in the audit. Items discussed included:

On page 2 of the audit, there is a statement "Management has omitted management's discussion and analysis that ..." which board members questioned the meaning. Steve replied that it appeared to be standard language, but will ask the auditors and bring the information back to the board.

Another discussion involved the "other post-employment benefits" (OPEBs) that are listed in the audit. Board members asked what liabilities were included in this amount. Steve will bring this information back.

The only finding in this year's audit and will continue to be a finding is that the auditors prepare the financial statements, which is also the situation for Marathon County and most other counties.

However, it will continue to be listed as a finding in the audit as a requirement of the audit standards.

**7) Discussion/possible action – Developing a fiscal policy supplementing the Intergovernmental Agreement regarding distribution of assets in the event of member county withdrawal or dissolution of organization:**

Linda explained that the Intergovernmental Agreement explains what needs to happen in the event of a withdrawal and states that a policy shall be established for equitable distribution of assets. That policy has not been developed, but the Finance Committee will start the discussions to develop a policy.

**8) Discussion/possible action – Review of Draft Three-year Aging Plan goals:**

Jennifer reviewed the draft of the three-year plan, explaining that the state defines the focus areas and the goals listed are very broad and encompassing. Jennifer will conduct Public Meetings on the draft plan in all four counties during the month of August and bring the final plan back to the board. The board had no further suggestions regarding the goals presented.

**9) Discussion/possible action – Building updates Marshfield and Wausau:**

Linda distributed drawings for the Marshfield Community Center (remodeled existing Library) and the new library building. Mike Feirer explained they will receive bids for the main building first. Groundbreaking took place and discussions continue regarding a long-term lease.

There are no updates on the Wausau building, but it will remain on the agenda for next month.

**10) Discussion/possible action – State Budget update:**

ADRC-CW issues have not changed. There are significant changes proposed to the Family Care and IRIS programs and Linda will keep the board updated.

**11) Discussion/possible action – Marketing goals:**

Board members and Alyssa shared some of their marketing ideas. The marketing discussion will continue at next month's board meeting.

**12) Executive Director's Report:**

Linda asked if there were any questions regarding the written Director's Report found in the board packet. There were none.

**13) Future Agenda Items & Location of Next Meeting:**

The next meeting is in Antigo on September 10, 2015

**14) Adjournment – Motion to adjourn the meeting was made by Dick Hurlbert, seconded by Terri Sersch. Motion approved and the meeting ended at 11:35 a.m.**