

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes

Location: 220 3rd Avenue South Suite 1, Wisconsin Rapids, WI
August 14th, 2014

Finance Committee Members Present: Bill Miller, Larry Lebal, Terri Sersch, James Hampton

Absent:

Others Present: Steve Prell, Linda Weitz

1. Call to order

Meeting called to order at 9:00 a.m. by Larry Lebal

2. Public Comments

None

3. Approval of Minutes

Motion to approve the May minutes by Bill Miller, second by Terri Sersch. Carried.

4. Review of Monthly Disbursement

Reviewed monthly check register. Committee asked about various checks on the report, Linda and Steve explained them. Committee asked about the Pro Card purchases and if we have a policy regarding the use and pre-approval of purchases. It was requested that Linda and Steve draft a policy regarding Pro Card usage and bring it to the next meeting.

5. Review of Monthly Fiscal Report

Committee reviewed the monthly fiscal report, no questions and looks reasonable subject to audit.

6. Review DRAFT 2013 Audit

Steve explained that the draft of the audit is provided to the ADRC-CW Board prior to the discussion of the budget for the following year. Bill explained various statements and clarified some of the information in the draft of the audit.

7. Review Rent Costs and potential Rent Policy

Postponed to next meeting.

8. Reserves Policy

Postponed to next meeting.

9. Future Agenda Items

Reserves policy, rent policy, Pro Card usage and pre-approval policy, Co-Chair for Finance

10. Adjourn

Motion made to adjourn by Bill Miller, second James Hampton. Carried. Meeting adjourned at 9:30.