

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 300 S Peach Street, Marshfield, WI
November 12th, 2015

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

Absent: Bill Miller

Others Present: Steve Prell, Linda Weitz, Joanne Leonard

1. Call to order

Meeting called to order at 8:50a.m. by Larry Lebal

2. Public Comments

None

3. Approval of Minutes

Motion to approve the October minutes by James Hampton. Carried.

4. Review of Monthly Fiscal Report

Reviewed monthly fiscal report. Steve explained the budget adjustment to Family Care funds that will be requested at the board meeting.

5. Review Monthly Disbursements

The Committee reviewed the check register and Pro Card purchases. No questions.

6. Fiscal Policy Update

A draft copy with additional notes was distributed. The Committee reviewed the draft copy and notes. A request was made to include a timeline in future drafts for clarification. Committee recommended a change - small items (those under \$5000) will remain in the county they are located. Committee noted that one item previously included as a topic was not included in the draft copy - employee long term obligations. A request was made to include this topic in the draft policy. For the next meeting Steve will make recommended changes and gather more information regarding capital assets (those over \$5000) and employee long term obligations.

7. Adjourn Motion made to adjourn by James Hampton, second by Terri Serch. Carried.

Meeting adjourned at 9:20.