

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 300 S Peach Street, Marshfield, WI
December 10th, 2015

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

Absent:

Others Present: Steve Prell, Linda Weitz, Joanne Leonard

1. Call to order

Meeting called to order at 8:23 a.m. by Larry Lebal

2. Public Comments

None

3. Approval of Minutes

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

4. Review of Monthly Fiscal Report

Reviewed monthly fiscal report. No questions.

5. Review Monthly Disbursements

The Committee reviewed the check register and Pro Card purchases. Questions regarding the following checks: Check #672043 Office Depot – what was purchased that would be that much? Steve will provide details of this check at the next meeting. Check #672567 Langlade Hospital – thought Lynn’s Catering provided meals in that area. Linda explained that Langlade Hospital still provides our therapeutic meals in Langlade County. Check #672623 Norwood Health Center – this is monthly billing for Wood and western Marathon County meals. Food vendors have the option of sending invoices weekly, biweekly or monthly, Norwood has chosen monthly invoicing. Most of our food vendors send invoices more often.

6. Fiscal Policy Update

A draft copy with additional notes was distributed. Since the meeting was running a little late the committee members were asked to review this draft and bring suggestions back to the next meeting.

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

Meeting adjourned at 8:57.