

## Board Meeting Minutes

Aging & Disability Resource Center of Central Wisconsin

Location: Wausau ADRC-CW boardroom, 2600 Stewart Avenue, Wausau, Wisconsin

March 14, 2019

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Board members present: Chairman – Doug Machon, Vice-chairman – Jim Hampton, Dona Schwichtenberg, Dora Gorski, Norbert Ashbeck, Larry Lebal, Will Hascall, Sandi Cihlar, Sharon Rybacki, Danielle Yuska, Vern Cahak, Dick Hurlbert and Tim Buttke. Via Mondo pad: Mike Feirer.

Board members excused: Jean Doty

Others present: Jonette Arms, Pa Thao, Ronda James, Mike Rhea, Steve Prell, Erin Wells, Jennifer Cummings, and Angela Hansen.

1. Call to order:
  - a. Meeting was called to order by Chairman Doug Machon, at 9:30 am.
2. Public comments:
  - a. Erin Wells provided information and handouts on *All Things Senior*.
  - b. Angela Hansen provided information on recent phishing emails using the board chair and executive director's name in recent emails.
3. Discussion/possible action – Approval of Minutes:
  - a. February 14, 2019
    - i. No corrections.
    - ii. Motion to approve February 14, 2019 minutes by Vern Cahak, seconded by Larry Lebal. Motion carried, minutes approved.
4. Discussion/possible action – Report from the Finance Committee:
  - a. Larry Lebal and Steve Prell presents the report.
    - i. Finished budget for 2018 will be available at next month's board meeting.
    - ii. The requested trust from GWAAR was denied.
    - iii. Changes to fund reporting in the nutrition program may have an impact on the spending for the program.
    - iv. Late grant monies created a surplus to carry into 2019.
    - v. Full report in board packet.
  - b. Motion to accept the report by Mike Feirer, seconded by Danielle Yuska. Motion carried, report accepted.
5. Discussion/possible action – Presentation and request for approval of amended Grant and Gift Application Policy
  - a. Dora Gorski, Sandi Cihlar, and Dona Schwichtenberg revised the policy.
    - i. Revision recognizes the possibility grant deadlines could occur prior to the next available board meeting.
    - ii. Executive director can consult with the executive committee for an approval when needed.

- iii. Jonette will address Jim Hampton's question regarding enhancement of programs versus new services and bring the policy back before the board.
  - b. Board approved Jonette revising the policy by consensus.
- 6. Discussion/possible action – Presentation and request for approval of Aging Assessment.
  - a. Jennifer Cummings presents the Aging Plan Goal Status.
    - i. Sandi Cihlar questions the survey results on page 4.
    - ii. Danielle Yuska addressed the lack of community awareness of the ADRC.
    - iii. Dona Schwichtenberg addressed communication between the ADRC and healthcare providers.
    - iv. Full Aging Plan Assessment in packet
  - b. Motion to approve Aging Plan Assessment by Tim Buttke, seconded by Sandi Cihlar. Motion carried, assessment approved.
- 7. Discussion/possible action – Executive Director's Report
  - a. Jonette highlights a few items in the report.
  - b. Discussion regarding the appointment process to the advisory committee and upcoming openings.
  - c. Full report in packet.
  - d. No action taken.
- 8. Motion and Roll Call Vote to go into Closed Session pursuant to Wis. Stat. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, namely, the performance evaluation of the Executive Director of the ADRC of Central Wisconsin.
  - a. Motion read by Larry Lebal, seconded by Tim Buttke.
  - b. Roll call conducted by Angela Hansen
  - c. Closed session begins at approximately 11:20 am.
- 9. According to Doug Machon, board returned to open session and immediately adjourned at 12:12 pm.