



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**March 10, 2022
Minutes**

1. Call to Order: Meeting called to order at 9:31am by Vice Chair, Dora Gorski
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Bill Clendenning, Sandi Cihlar, Mike Feirer, Carol Feller-Gottard, Doug Curler, Danielle Yuska, Dona Schwichtenberg, Norbert Ashbeck, Dora Gorski, Tony Omernik, Kathleen Meyer, Will Hascall, Jim Hampton
 - b. Board members excused: Tim Buttke, Doug Machon
 - c. Staff in attendance: Jennifer Cummings, Erin Wells, Michelle McDougal, Barb Hartwig, Kit Ruesch, Kathy Schultz, Jennifer Clark, Peggy Kurth, Mike Rhea, Ronda James, Steve Prell, Angela Hansen
 - d. Others in attendance: Travis Spoehr, Jason Hilger, Roy Diecks
3. Public Comments
 - a. Bill Clendenning mentioned a presentation in Wood County that included good information on the ADRC.
4. Approval of Minutes – 2/10/2022
 - a. Correction to the minutes: Sandi Cihlar should be listed as excused, not absent.
 - b. Motion to approve the minutes with the above listed correction by Bill Clendenning, seconded by Doug Curler.
 - c. Motion passes, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Steve Prell presents the report, working to close the 2021 finances and will have an unaudited report for the Board at the next meeting.
 - b. The Finance committee is working on drafting a Lease and Major Contract policy.
 - c. Full report in packet.
6. Discussion/possible action: Finance-close out 2021, Grant reporting and reserves
 - a. Steve Prell reviews the changes in policy and process for unspent grant dollars from the State and the ability to use carryover funds.

- b. The timeline for using the carryover dollars was also changed from September 2022 to December 2021.
 - c. These changes account for some of the budget adjustments requests and have posed a challenge for the fiscal department.
 - d. No action taken.
7. Discussion/possible action: Finance Committee request to add additional member
- a. A previous request to add an additional member to the Finance Committee due to last month's attendance resulting in a lack of a quorum is rescinded.
 - b. No action taken.
8. Discussion/possible action: Proposed Antigo office updates-
- a. Rental amounts for all ADRC-CW offices to use as a comparison
 - i. Mike Rhea and Steve Prell provide additional information and an additional handout with the rental costs for all ADRC-CW offices.
 - ii. ADRC-CW presentation made to the Langlade County board which included general ADRC service information.
 - iii. The initial proposal for the proposed space on 5th Avenue included in full packet. A formal proposal is expected to be presented before the ADRC-CW board next month.
 - iv. Jason Hilger, Langlade Administrator, is looking for the opportunity to find potential private donors to facilitate the build out of the 5th Avenue property.
 - v. Board members discussed the election which will most likely change the makeup of the ADRC-CW board prior to a vote on this item.
 - vi. Board suggests public hearing and surveying the community regarding the potential move and use of the dining site at the 5th Avenue location.
 - b. ADRC-CW Antigo staff feedback
 - i. Statement attached
 - c. No action taken.
9. Discussion/possible action: Executive Committee Report on the recruitment of a new executive director.
- a. Dora Gorski reports initial interviews concluded and second interviews are scheduled for March 15, 2022.
 - b. Public meeting notice requested.
10. Discussion/possible Action: Marshfield Office Lease
- a. Mike Rhea asked the board to approve a two-year lease for the Marshfield office space.
 - b. Lease already reviewed and approved by Marathon County Corporation Counsel and Risk Management.
 - c. Landlord agreed to change the lease length.



- d. Motion to approve the two-year lease for the Marshfield office space by Mike Feirer, seconded by Bill Clendenning.
- e. Motion passes, lease approved.

11. Director's Report

- a. Highlights regarding masking updates in the office. Recruitments for nutrition program vacancies continue to be a challenge. The Stockbox program is moving forward through the region.
- b. No action taken.

12. Future Agenda Items

- a. Antigo office update.
- b. Fiscal year end report.

13. Adjournment

- a. Motion to adjourn by Norbert Ashbeck, seconded by Mike Feirer.
- b. Motion passes, meeting adjourned at 10:56 aam.