

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
ADRC-CW

Finance Committee Minutes  
Location: 2600 Stewart Ave, Suite 25, Wausau WI  
Video and Teleconference  
April 14, 2022

**Finance Committee Members Present:** Norbert Ashbeck, Jim Hampton, Mike Feirer, Sandi Cihlar

**Excused:**

**Others Present:** Steve Prell, Mike Rhea

**1. Call to Order:**

- a. Meeting was called to order at 8:45 AM by Norbert Ashbeck

**2. Public Comments:**

- a. None

**3. Approval of Minutes 3/10/2022:**

- a. Motion to approve by Jim Hampton; second by Mike Feirer. Motion approved.

**4. Discussion/Possible Action – Review Financial Report February 2022:**

- a. The committee reviewed the reports. There were no questions. Motion to approve by Mike Feirer; second by Jim Hampton. Motion approved.

**5. Discussion/Possible Action – 2021 Year End Reports:**

- a. The committee reviewed the 2021 unaudited year end reports that will be provided to the ADRC Board. Steve explained the adjustment on our grant reports due to the change in 2020 carryover allowed resulted in a significant increase in unspent tax levy from the four counties. The committee then discussed options for the reserve funds and how it relates to the ADRC CW reserve funds policy.

**6. Discussion/Possible Action – 2022 Budget Adjustments**

- a. The committee reviewed the budget adjustments that will be presented to the ADRC CW Board for approval. Steve explained that the majority of them are to adjust 2022 beginning fund balance to what the 2021 ending fund balance was. There are adjustments related to the ARPA grant, the ARPA grant runs through September of 2023 so any unspent amounts in 2022 will be allowed to carry into 2023.

**7. Discussion/Possible Action - Major Contracts and Facility Lease Tent Agreements**

- a. The committee reviewed the draft provided. Committee discussed possible changes to the policy. Steve will talk with Corporate Counsel and Risk Management to see if there are any specific clauses that should be included in any lease agreements.

**8. Future Agenda Items -**

- a. Contract policy review

**9. Adjournment-**

- a. Motion to adjourn by Mike Feirer; second by Norb Ashbeck. Motion approved. Meeting adjourned at 9:24 am.