

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 13th, 2023

Finance Committee Members Present: Norbert Ashbeck, Jim Hampton, Will Hascall, Bill Clendenning

Excused:

Others Present: Steve Prell, Mike Rhea

1. Call to Order:

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

2. Public Comments:

- a. None

3. Approval of Minutes 03/09/2023:

- a. Motion to approve by Jim Hampton; second by Norb Ashbeck. Motion approved.

4. Discussion/Possible Action – Budget Amendments 2023 – Workday

- a. Steve presented the documentation that will be provided to the board when there are budget amendments to be approved. The committee review the documents and felt the information provided would allow the board to make those decisions. No action as the full board approves budget adjustments.

5. Discussion – Financial Report – New Format in Workday:

- a. The committee reviewed the reports. Steve stated there is still a lot to learn using Workday, he is just starting to learn about the reporting available in this system. Motion to approve by Norb Ashbeck; second by Jim Hampton. Motion approved.

6. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the reports. Steve stated he realized that this report dos not include all invoices each month, as some invoices entered after the report is generated would not be included. The report is based on invoice information, not payment information. Steve stated that he would continue to provide this report and look for alternative. Motion to approve by Norb Ashbeck; second by Bill Clendenning. Motion approved

7. Discussion – Year End 2022 –

- a. Steve stated that the unaudited information would be presented at the board meeting.

8. Discussion – Transition to Workday

- a. Steve informed the committee that there is a lot to learn about this system. Steve will be attending training on grant reporting soon. Steve stated there are still frustrating times as we work in and learn about this system, but long term he still feels this will be a huge improvement over the old system.

9. Future Agenda Items and Location –

- a. Location for May is in Wisconsin Rapids, future meetings will be located at the other ADRC offices per the board meeting schedule.

10. Adjournment-

- a. Motion to adjourn by Bill Clendenning; second by Norb Ashbeck. Motion approved. Meeting adjourned at 9:17 am.