

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes

Location: 220 3rd Avenue South, Suite 1 Wisconsin Rapids, WI
Video and Teleconference
May 11, 2023

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

Excused:

Others Present: Steve Prell

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 04/13/2023:

- a. Motion to approve by Will Hascall; second by Jim Hampton. Motion approved.

4. Discussion/Possible Action – 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 Will Hascall; second by Bill Clendenning. Motion approved.

5. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the reports. Steve stated he realized that this report does 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 Will Hascall. Motion approved.

6. Discussion – Transition to Workday –

- a. Steve updated the committee on various issues with the transition to Workday. Steve has been updating the budget in the system, once that is done he will be concentrating on completing grant reports. The process for completing these reports is much different than the old system.

7. Future Agenda Items and Location –

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

8. Adjournment-

- a. Motion to adjourn by Bill Clendenning; second by Norb Ashbeck. Motion approved. Meeting adjourned at 9:12 am.