

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes

Location: Lakeview Campus 1000 Lakeview Drive, Wausau WI 54403

Live, Video and Teleconference

March 14th, 2024

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

Excused:

Others Present: Steve Prell, Mike Rhea, Michele Osterbrink, Ann Lemmer

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 1/11/2024:

- a. 2/8/2024 Motion to approve by Norb Ashbeck; second by Jim Hampton. Motion approved.
- b. 2/15/2024 Motion to approve by Jim Hampton; second by Bill Clendenning. Motion approved
- c. 2/23/2024 Motion to approve by Bill Clendenning; second by Jim Hampton. Motion approved
- d. 3/6/2024 Motion to approve by Norb Ashbeck; second by Will Hascall. Motion approved.

4. Discussion/Possible Action – Review monthly financial reports

- a. Committee reviewed January 2024 report. Steve explained that there is an issue getting the budget information into Workday, Marathon County is working with consultants to get the issue resolved.

5. Discussion/Possible Action – Review Monthly Disbursements

- a. Committee reviewed reports including U S Bank card purchases made during 2023. Question on Opportunity Development Centers, Inc check. Steve explained this was a temporary agreement we had to cover for position vacancy due to a medical leave. Question on Reindl Printing and if we use other printing companies. Yes we do use multiple printing companies depending on what is being printed.

6. Discussion/Possible Action – DRAFT Marathon County lease agreement

- a. The committee reviewed the latest draft of the lease. Motion by Will Hascall – Finance committee has vetted the draft lease contract and will bring it to the

ADRC CW Board for consideration. Second by Bill Clendenning. Motion approved.

7. Discussion – Update on Year End

- a. Steve informed the committee that we are working with Marathon County Finance Department on closing 2023. This is the first time doing so in Workday so it has been challenging. We still hope to have this completed by the April board meeting.

8. Future Agenda Item and Location

- a. At Wausau office

9. Adjournment

- a. Motion to adjourn at 9:19 by Norb Ashbeck; second by Jim Hampton. Motion approved.