

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
ADRC-CW

Finance Committee Minutes

Location: 2600 Stewart Ave Suite 25, Wausau WI 54401

Live, Video and Teleconference

April 11th, 2024

**Finance Committee Members Present:** Norbert Ashbeck, Will Hascall (9:00 am), Bill Clendenning, Jim Hampton

**Excused:**

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

**1. Call to Order:**

- a. Meeting was called to order at 8:49 AM by Norbert Ashbeck

**2. Public Comments:**

- a. None

**3. Approval of Minutes 3/14/2024:**

- a. Motion to approve by Bill Clendenning, second Norbert Ashbeck. Motion approved.

**4. Discussion/Possible Action – Review Monthly Disbursements March 2024**

- a. Committee reviewed the reports. The committee noted there were many invoices for Lynn’s Catering. Steve explained that the supplier has chosen to submit an invoice weekly for each county (Lincoln, Langlade, Marathon) that she provides food to, therefore a larger number of invoices are processed than if we received a monthly invoice. Norwood for example submits a monthly invoice. Motion to accept report and put on file by Bill Clendenning, second Norbert Ashbeck. Motion carried.

**5. Discussion/Possible Action – Review Monthly Financial Reports February 2024**

- a. Committee reviewed February 2024 report. Steve noted that there is an issue getting the budget information into Workday, Marathon County is working with consultants to get the issue resolved. There were no questions from the committee. Motion to accept report and put on file by Bill Clendenning, second Jim Hampton. Motion carried.

**6. Discussion – 2023 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.

**7. Discussion – Process for future levy requests**

- a. Committee discussed the possibility that ADRC increase the requested levy amounts from each member county in 2025. Steve stated that the ADRC has not ever made this request before so this will be new to everyone involved. Steve stated it is important to start this discussion early so we can see what the process will look like within each county and we be able to resolve possible issues in a timely manner. Mike stated he has scheduled a meeting with the four county administrators to start this discussion.

**8. Future Agenda Item and Location**

- a. At Wisconsin Rapids office

**9. Adjournment**

- a. Motion to adjourn at 9:20 by Bill Clendenning; second by Jim Hampton. Motion approved.