



FINANCE & PERSONNEL COMMITTEE MEETING

5:15 P.M. Thursday, January 23, 2014

Fond du Lac Office

19 West First Street

Fond du Lac, WI

MEETING MINUTES

PRESENT: Connie Anderson, Jim Chatterton, Robert Giese, Susan Locke, Mike Norton, Doug Pearson, Don Skog, Chuck Tews, Tom Widener, William Wuske

ABSENT/EXCUSED: Alejandra Lopez

STAFF: Tony Beregszazi, Mike Bonertz, Tanya Marcoe, Lu Scheer, Scott Sears, Linda Wheeler

CALL TO ORDER: The meeting was called to order at 5:15 pm. by Tom Widener. A quorum was present.

AGENDA Mike asked to add item to the agenda, approve purchase of building in Berlin. **Motion was made by Check Tews and a second by Mike Norton to approve the agenda with addition.**

MOTION CARRIED

MINUTES APPROVAL: **Motion made by Jim Chatterton with a second by Mike Norton to accept the minutes from December 5, 2013.**

MOTION CARRIED

REVIEW AND APPROVAL OF NOVEMBER 2013 AGENCY WIDE FINANCIAL REPORTS:

Tanya Marcoe presented the financial report to the committee. **A motion was made by Doug Pearson with a second by Chuck Tews to approve the November financial reports.**

MOTION CARRIED

REVIEW AND APPROVAL OF DRUG TESTING POLICY:

Scott Sears talked to the committee about the policy and answered questions. **A motion was made by Jim Chatterton with a second by Robert Giese to approve the Drug Testing Policy for the agency.**

MOTION CARRIED

EMPLOYEE STATISTICS

The committee reviewed the Employee Statistics report presented by Scott Sears

OTHER BUSINESS:

Lu Scheer shared with the committee information about our office in Berlin. We have rented space in the building for 10 years and the building is for sale. Staff requested authorization to negotiate the purchase of the building up to the asking price. Chuck Tews recommended that the purchase be contingent on being able to secure affordable insurance.

Mike requested authorization to purchase the building for up to \$179,500 which is the asking price. **A motion was made by y Robert Giese with a second by Doug Pearson to approve the authorization to purchase the Berlin office building up to \$179,500 and sign all necessary documents.**

MOTION CARRIED

ADJOURNMENT:

A motion was made by Doug Pearson with a second by Mike Norton to adjourn at 6:42 pm.

MOTION CARRIED

MINUTES BY: Linda Wheeler, Executive Administrative Assistant