



FINANCE & PERSONNEL COMMITTEE MEETING

5:15 P.M. Thursday, April 10, 2014

Oshkosh Office

2929 Harrison Street

Oshkosh, WI

MEETING MINUTES

PRESENT: Connie Anderson, Jim Chatterton, Robert Giese, Susan Locke, Mike Norton, Don Skog, William Wuske

ABSENT/EXCUSED: Whitney Pultz, Chuck Tews, Tom Widener

STAFF/GUEST: Mike Bonertz, Stephanie Fischer, Tanya Marcoe, Linda Wheeler

CALL TO ORDER: The meeting was called to order at 5:15 pm by Vice Chair Jim Chatterton. Roll call was taken by inspection and a quorum was present.

AGENDA APPROVAL: A motion was made by Robert Giese with a second by Susan Locke to accept the agenda. **MOTION CARRIED**

MINUTES APPROVAL: A motion was made by Don Skog with a second by Mike Norton to approve meeting minutes from the March 13, 2014. **MOTION CARRIED**

PRESENTATION AND RECOMMENDATION OF THE 2013 AGENCY WIDE AUDIT BY HAWKINS ASH CPA's

Stephanie Fischer came and gave the committee a report on the audit. No deficiencies were recognized and Stephanie commented that it was a very clean audit. Stephanie answered all questions raised by the committee. Jim Chatterton complimented Mike and agency staff on it's fiscal responsibility. **Motion made by Mike Norton and a second by Susan Locke to accept and approve audit.**

MOTION CARRIED

REVIEW AND APPROVAL OF February 2014 AGENCY WIDE FINANCIAL REPORTS:

Tanya Marcoe presented February's financial report to the committee. A motion was made by Robert Giese with a second by Don Skog to approve the February 2014 financial reports.

MOTION CARRIED

OTHER BUSINESS:

- Mike shared the Fund Development Manager title has been changed to Community Relations Manager and Doug Pearson has been hired for this position.
- Mike also announced to the committee the new website is now up and running and can be viewed at www.advocap.org

ADJOURNMENT: **A motion was made by Robert Giese with a second by Mike Norton to adjourn at 5:50 pm. MOTION CARRIED**

MINUTES BY: Linda Wheeler, Executive Administrative Assistant