



FINANCE & PERSONNEL COMMITTEE MEETING

5:15 P.M. Thursday, June 11, 2015

***Oshkosh Office
2929 Harrison St
Oshkosh, WI***

MEETING MINUTES

PRESENT: Connie Anderson, Robert Giese, Susan Locke, Mike Norton, Don Skog, Bill Steimel, Tom Widener, William Wuske

ABSENT/EXCUSED: Jim Chatterton, Joe Preisler, Jennifer Schaefer

STAFF: Mike Bonertz, Tanya Marcoe, Scott Sears, Lea Wiesen

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

AGENDA Motion was made by Bob Giese and a second by Bill Steimel to approve the agenda.

MOTION CARRIED

MINUTES APPROVAL: Motion was made by Don Skog and a second by Mike Norton to approve the minutes of the April 9, 2015 F&P meeting

ELECTION OF OFFICERS:

Bob Giese nominated Tom Widener to be the Chair of the F&P Committee. No other nominations were submitted. Tom accepted the nomination and was elected by a unanimous vote.

Bob Giese nominated William Wuske to be the Vice Chair of the F&P Committee. No other nominations were submitted. William accepted the nomination and was elected by a unanimous vote.

REVIEW AND APPROVAL OF DUTIES AND RESPONSIBILITIES:

A motion was made by Connie Anderson with a second by Mike Norton to approve the Duties & Responsibilities as presented.

MOTION CARRIED

REVIEW AND APPROVAL OF QUARTERLY BUDGET MODIFICATIONS:

Tanya Marcoe presented the quarterly budget modifications.

A motion was made by Bob Giese with a second by Bill Steimel to approve the quarterly budget modifications as presented. MOTION CARRIED

REVIEW & APPROVAL OF APRIL FINANCIAL REPORTS:

Tanya Marcoe presented the Financial Reports for April 2015..

A motion was made by William Wuske with a second by Mike Norton to approve the April Financial Reports as presented. MOTION CARRIED

REVIEW & APPROVAL OF INVESTMENT POLICY FOR ADVOCAP 401K:

Scott Sears explained to the committee the changes made, as well as the new provider, of ADVOCAP's Investment Policy.

A motion was made by Mike Norton with a second by Susan Locke to approve ADVOCAP's 401K Investment Policy as presented. MOTION CARRIED

EMPLOYEE STATISTICS

Scott Sears presented the Employee Statistics.

OTHER BUSINESS:

No other business was raised.

ADJOURNMENT:

A motion was made by Don Skog with a second by Mike Norton to adjourn at 5:58 PM.

MOTION CARRIED

MINUTES BY: Lea Wiesen, Executive Administrative Assistant