



FINANCE & PERSONNEL COMMITTEE MEETING

5:15 P.M. Thursday, July 9, 2015

Fond du Lac Office

19 W. 1st St

Fond du Lac, WI

MEETING MINUTES

PRESENT: Connie Anderson, Robert Giese, Susan Locke, Don Skog, Tom Widener, William Wuske

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

STAFF: Mike Bonertz, Tanya Marcoe, Lu Scheer, 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 Don Skog and a second by Connie Anderson to approve the agenda.**

MOTION CARRIED

MINUTES **Motion was made by Connie Anderson and a second by Susan Locke to**
APPROVAL: **approve the minutes of the June 11, 2015 F&P meeting as presented.**

REVIEW & APPROVAL OF MAY FINANCIAL REPORTS:

Tanya Marcoe presented the Financial Reports for May 2015..

A motion was made by Connie Anderson with a second by William Wuske to
approve the May Financial Reports as presented. MOTION CARRIED

FRESH START BID APPROVALS FOR ARLINGTON ST.:

Lu Scheer presented the blueprint for the new house scheduled to be built on Arlington St. in Fond du Lac. She explained that due to a change in procedure at Blueprint Solutions fewer bids were received than expected. The bid process is currently being continued due. The numbers Lu presented for approval are “not to exceed” numbers. Lu is very confident with these numbers based on comparison to previous houses.

A motion was made by Connie Anderson with a second by Bob Giese to approve
the “not to exceed” amounts as presented. MOTION CARRIED

EMPLOYEE STATISTICS

Scott Sears presented the Employee Statistics.

OTHER BUSINESS:

Mike informed the Committee that Head Start's Shining Stars current location is not meeting our expectations. First Presbyterian Church in Fond du Lac has offered ADVOCAP a lease in the amount of \$2,250 per month for 9 months. This is a great

location and opportunity for ADVOCAP. Mike asked for approval of the lease between Shining Stars and First Presbyterian Church.

A motion was made by Bob Giese with a second by Tom Widener to approve the lease request between ADVOCAP Head Start and First Presbyterian Church.

MOTION CARRIED

ADJOURNMENT:

A motion was made by Don Skog with a second by William Wuske to adjourn at 5:50 PM.

MOTION CARRIED

MINUTES BY: Lea Wiesen, Executive Administrative Assistant