

## **Board Meeting Minutes**

Aging & Disability Resource Center of Central Wisconsin

Location: Wausau ADRC-CW boardroom, 2600 Stewart Avenue, Wausau, Wisconsin  
May 10, 2018

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Board members present: Chairman - Doug Machon, Vice-Chairman –Jim Hampton, Will Hascall, Larry Lebal, Mike Feirer, Jean Doty, Vern Cahak, Danielle Yuska, Sharon Rybacki, Dona Schwichtenberg, Richard (Dick) Hurlbert, Dora Gorski and Tim Buttke

Board members excused: Bill Bialecki

Board members absent: Sandi Cihlar

Others present: Jonette Arms, Steve Prell, Jennifer Cummings, Mike Rhea, Erin Wells, Ronda James, Julie Richards, and Tracey Baken.

1. Call to order:
  - a. Meeting was called to order by Chairman Doug Machon, at 9:30am.
2. Welcome new ADRC-CW Board Members:
  - a. Introduction of all Board Members and also ADRC-CW staff present
3. Public comments:
  - a. No public comments
4. Discussion/possible action – Approval of Minutes:
  - a. April 12, 2018
    - i. Motion to approve April 12, 2018 by Mike Feirer, seconded by Dick Hurlbert. Motion carried, minutes approved.
5. Discussion/possible action – Report from the Finance Committee:
  - a. Larry Lebal presents the report.
  - b. Motion to accept the report by Tim Buttke, seconded by Donna Schwichtenberg. Motion carried, report accepted.
6. Discussion/possible action – Board Process: State Conference/Educational Opportunities:
  - a. Jonette would like to have board members attend State Conferences and other educational seminars.
    - i. Summary of some upcoming conferences in Director's Report.
    - ii. Board members can check calendars and let Jonette know if they would like to attend. Can have at least 2 members attend each conference.
  - b. No action taken.
7. Discussion/possible action – Advocacy: Process for Obtaining Board Letters of Support
  - a. Jonette would like a process in place for obtaining letters of support from the board.
    - i. Consensus to have Chair, Vice-Chair and Executive Director signatures on support letters.

- ii. Recommend that Advisory Committee also do letters of support.
- b. No action taken.
- 8. Executive Director's Report:
  - a. Jonette Arms presents the report.
    - i. Leadership team has met and are learning new concepts to be more effective in improving communication and role clarity
    - ii. Karen Abadeer has started with ADRC-CW as the Nutrition Services Coordinator
    - iii. The ADRC-CW did not receive the Dementia Specialist Grant
  - b. Full report in board packet
  - c. No action taken.
- 9. Future agenda items:
  - a. Board elections.
  - b. Mike Feirer and Doug Machon will be absent at June meeting
  - c. Next meeting: June 14, 2018: Wausau ADRC-CW office, 2600 Stewart Avenue, Wausau Wisconsin.
- 10. Adjournment:
  - a. Meeting adjourned by Chairman, Doug Machon at 10:47 am.