

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
July 26, 2018
Golden Sands Office, Stevens Point, WI

Call to Order: Ed Hernandez called the meeting to order

Attendees: Al Barden (Member-at-Large), Reesa Evans-not present, Gary Beastrom, Marathon Co), Ed Hernandez (Waushara), Denise Hilgart (Golden Sands RC&D Staff), & Amy Thorstenson (Golden Sands RC&D Staff). Deb Jakubek (Member-at-Large), Hugh O'Donnell (Member-at-Large) and Ed Miller (Outagamie). Also Present - Bill Clendenning (Wood), Marcia Noble.

Minutes: Correction to be made: Under Attendance, should read, "Hugh O'Donnell-not present and Ed Miller (Outagamie)" instead of Hugh present and Ed (Marquette). Motion made by Al Barden, seconded Ed Miller, to approve minutes of the last meeting with the noted correction. Motion carried unanimously.

Into closed session – Motion by Ed Miller, seconded by Hugh O'Donnell– passed – Clendenning and Noble left the room

Out of closed session – Motion by Ed Miller, seconded by Hugh O'Donnell – passed – Clendenning and Noble returned

Treasurer's Report: Hilgart passed out the treasurer's report. There were no dispersals or receipts out of the norm. No use of the contingency fund. There was a cost savings process change that will reduce banking fees. The payroll process will be completed via QB Direct Deposit instead of banking ACH. Banking Fees have been renegotiated with Huntington. Effective in Aug 2018, the banking fees should be \$0 unless there is an unfortunate banking error on our end. Huntington Bank has also offered a \$40 goodwill credit. Motion by Barden, seconded by Beastrom, to forward to the full council. Motion carried unanimously.

Financial Procedures:

Endowment Funds: Copies of information on the Natural Resources Endowment Funds were reviewed. There will be a presentation in the July Business meeting. The minimum investment is \$15,000. After one year, there is 4.5% interest paid out yearly. A 1% annual administration fee is charged. This is way above the money market interest of 0.049% received currently.

Joe Piechowski Memorial Fund: The interpretive sign has been installed. The smoke tree plaque is completed, installed and completes the project.

Development and Marketing Plan: Thorstenson has been working on updating the newsletter. Jennifer Fjelsted has been utilizing her network groups who specialize in web building. Nothing new on direct marketing other than continued facebook posts.

Ed Hernandez invites Anna Cisar to speak at the Waushara County Committee meeting to share our mission with a fairly new committee.

Staff & Membership:

Career Ready Intern: In this program, the college pays for a student to work at GS. Thorstenson believes a business intern would be the most useful. We have renewed the posting with the UWSP and waiting for a Fall student to apply.

Personnel Reviews: Personnel reviews are started and in process waiting for some responses.

Council Purchases:

The website update is being led by Jennifer Fjelsted. She had a meeting to research a website upgrade that is low cost but visually more appropriate for our mission while conforming with the WI Assoc branding guide.

Insurance & Benefits:

Ed Miller will research the cost of adding a “Volunteer Blanket” to the WI Assoc. liability policy. Ed also mentioned that we are covered under the current Event coverage with our current event list but would need additional coverage if we need to use large equipment for the event.

Personnel Policy & Procedure Handbook:

Amy is working on the Newsletter and is work in process.

Other Business:

None.

Adjournment: The meeting was adjourned at 9:52 a.m. upon motion made by Barden, seconded by Hugh.

Respectfully submitted,

Denise Hilgart
Administrative Manager, Golden Sands RC & D