

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
ADRC-CW

Finance Committee Minutes  
Location: 2600 Stewart Ave, Suite 25, Wausau WI  
Video and Teleconference  
November 11th, 2021

**Finance Committee Members Present:** Norbert Ashbeck, Jim Hampton, Sandi Cihlar

**Excused:** Mike Feirer

**Others Present:** Steve Prell, Tim Buttke,

**1. Call to Order:**

- a. Meeting was called to order at 8:45 AM by Norbert Ashbeck

**2. Public Comments:**

- a. None

**3. Approval of Minutes 10/14/2021:**

- a. Corrections – Item 5 spelling correction “site”. No other changes. Motion to approve by Jim Hampton; second by Norb Ashbeck. Motion approved with corrections.

**4. Discussion/Possible Action – Review Financial Report September 2021:**

- a. The committee reviewed the reports. There were no questions. Motion to approve by Sandi Cihlar; second by Jim Hampton. Motion approved.

**5. Discussion/Possible Action – Review Monthly Disbursements:**

- a. The committee reviewed the reports. Questions regarding check 760835 – Steve explained that occasionally we ask a neighboring county to provide meal deliveries if they have a route that is close by, then we pay that county for those deliveries. No other questions. Motion to approve by Sandi Cihlar; second by Norb Ashbeck. Motion approved.

**6. Discussion – Budget Adjustments 2021**

- a. Steve explained the budget adjustments being requested to the committee. There were no questions. The adjustments will be brought to the full ADRC CW board for approval at the meeting.

**7. Discussion/Possible Action - Major Contracts and Facility Lease Tent Agreements**

- a. The committee reviewed a list of discussion points that should be reviewed regarding the major contracts and lease agreement policy. Several ideas were

discussed. Steve will provide a draft of the potential updated policy to the committee for review at the December meeting. The committee will continue to work through the policy in the following months and bring it to the full board when the review is completed.

**8. Future Agenda Items -**

- a. Contract review

**9. Adjournment-**

- a. Motion to adjourn by Norb Ashbeck; second by Jim Hampton. Motion approved. Meeting adjourned at 9:23 AM.