

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
FINANCE COMMITTEE**

Friday, Friday 13, 2018 – 11:30 P.M.

100 West Keenan Street, Rhinelander, WI 54501

Members Present: Ackley, Dubiak, Lemke, Price

Members Absent: None

Call Meeting to Order: Chair Ackley called the meeting to order at 11:30 A.M. Also present were Terese Poe, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Miki Bix, Secretary, ADRC-NW Board of Directors; Tom Tallier, Board Member, ADRC-NW Board.

Public Comment & Introductions: There were none.

Approval of the Agenda: Dubiak moved to approve the agenda with ten items; Price seconded. All Ayes. Motion Carried.

Approval of June 15, 2018 Finance Committee Minutes: Dubiak moved to approve the minutes of the June 15, 2018 Finance Committee meeting; Lemke seconded. All Ayes. Motion Carried.

Financial Statements – May 2018: The ADRC-NW has now received \$135,388 in carryover funds which were not included in the financial statements of May 2018. After review of the statements, Dubiak moved to recommend to the full Board of Directors that it accept the financial statements of May 2018 and place them on file subject to audit; Lemke seconded. All Ayes. Motion Carried.

Time Reporting – May 2018: The time reporting capture rate for May 2018 was 42.34%, and the year-to-date capture rate was 43.85%. This compares very favorably with the 40% capture rate needed to fully fund the 2018 budget.

Audit of Payments/Line Item Transfers – May 2018: After review, Dubiak moved to recommend to the full Board of Directors that it approve the Transaction Activity Report in the amount of \$95,930.01. Price seconded. All Ayes. Motion Carried.

Future Agenda Items: Health Insurance.

Adjournment: With no further business, Dubiak moved to adjourn; Price seconded. All Ayes. The meeting was adjourned at 12:56 A.M.

Handouts: Minutes of the June 15, 2018 Finance Committee meeting; May 2018 Revenue/Expense Report; 2017-2018 ADRC Federal & State GPR Revenue Comparison; May 2018 Time Report; May 2018 Transaction Activity Report.