

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY EXEC & FINANCE COMMITTEE MEETING
May 21, 2020

PRESENT: Randy Johnson, Bev Bartlett, Mary Derginer, Mary Johnson, Megan Borchardt, Dennis Rader, Debi Lundberg

EXCUSED:

ABSENT:

ALSO PRESENT: Laurie Ropson, Devon Christianson, Christel Giesen, Kristin Willems, Debra Bowers

The meeting was called to order by Chairperson, Johnson at 10:07 a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:

APPROVAL OF MINUTES OF EXECUTIVE AND FINANCE COMMITTEE MEETING:

Ms. Johnson/Ms. Derginer moved to approve the minutes for the Executive & Finance Committee meeting of March 21, 2019.

MOTION CARRIED with no negative vote.

COMMENTS FROM THE PUBLIC:

ADRC NET ASSETS:

A. NET ASSET POLICY:

Ms. Christianson explained the 2019 Net Asset policy and highlighted the changes in 2019 to include in the Unrestricted Unassigned funding category a Legacy giving line item and a new 300 S Adams Capital Projects line item that will be used to hold excess revenue to be used for building improvements/maintenance.

Ms. Derginer/Ms. Bartlett approved the 2019 Net Asset Policy. **MOTION CARRIED with no negative vote.**

B. APPROVAL OF 2019 ASSET REPORT:

Ms. Bowers reviewed 2019 preliminary Net Asset Report and pointed out detail of proposed changes.

Ms. Bartlett/Ms. Derginer moved to approve the release of Capital Improvement Unrestricted Committed funds due to the completion of the HVAC project. **MOTION CARRIED with no negative vote.**

Ms. Derginer/Ms. Bartlett moved to approve the release of Loan Closet Designations due to change in strategy with community partners. **MOTION CARRIED with no negative vote.**

Ms. Johnson/Ms. Bartlett moved to approve the establishment of Unrestricted Assigned category for Succession Planning. **MOTION CARRIED with no negative vote.**

Ms. Derginer/Ms. Johnson moved to approve the establishment of Unrestricted Unassigned category for Legacy Planning. **MOTION CARRIED with no negative vote.**

DEPERE COMMUNITY CENTER NUTRITION:

Ms. Christianson reviewed the ADRC history of congregate and home bound meal site at the De Pere Community Center. Ms. Christianson shared that with the pandemic, food security was a quickly growing concern. In DePere the ADRC had a 25% increase in home delivered meal requests. This increased demand required a need to centralize the Home-Delivered meal program as there was a reduction in manpower with the absence of some volunteers and closing of the Senior Service Employment programing. Staff was needed to step in to assist in packing and delivery these meals. Ms. Christianson shared that congregate dining would not be returning in the foreseeable future and because of that and the dwindling number of people that participate in the program, she recommends providing the De Pere Community Center 60 days' notice to discontinue the meal program in De Pere. Ms.

Christianson shared that De Pere has always been supportive of the ADRC and is confident that the relationship and programs with the ADRC will continue.

Ms. Johnson/Ms. Derginer moved to approve providing De Pere Senior Center 60-day notification of the intent to discontinue the congregate and home-bound meals at De Pere site and bring back to ADRC. **MOTION CARRIED with no negative vote.**

LEGACY GIVING-NEXT STEPS FEEDBACK:

Ms. Christianson requested input to decide when to schedule Legacy Giving task force meetings again that have been stalled due to the pandemic. Ms. Christianson shared that she does not feel it urgent to begin again as meeting in person would be more efficient than via a virtual meeting.

Chairperson Johnson agreed and added that the pandemic could affect the direction and decisions of the task force.

ANNOUNCEMENTS:

NEXT EXECUTIVE & FINANCE COMMITTEE MEETING– ADRC-300 S. Adams St. June 25, 2020 at 8:30 AM.

ADJOURN:

Ms. Bartlett/Ms. Johnson moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:49 a.m.

Respectfully Submitted,
Kristin Willems,
Administrative Services Coordinator