

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

**Friday, March 6, 2015 – 12:00 Noon
100 West Keenan Street, Rhinelander, Wisconsin**

Members Present: Krug, Platner, Queen, Teichmiller, Troyk

Members Absent: None

Call Meeting to Order: At the request Chair Krug, Teichmiller called the meeting to order at 12:00 Noon. Also present were Pam Parkkila, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Jennifer Lueneburg, Oneida County Social Services Financial Services Manager; Paul Millan, Chair, ADRC-NW Board of Directors, and Miki Bix, Secretary, ADRC-NW Board of Directors.

Public Comment & Introductions: There were none.

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

Approval of the Minutes of the February 6, 2015 Finance Committee Meeting: Troyk moved to approve the minutes of the February 6, 2015 Finance Committee meeting as mailed; Platner seconded. All Ayes. Motion Carried.

Financial Statements & Time Reporting for January 2015: The preliminary final Revenue/Expense Report for 2014 was reviewed. The books for 2014 should close at the end of March. Any money left over from 2014 will be rolled over to pay for the new telephone system in 2015. After review, Queen moved to approve the Transaction Activity Report for 2014 in the amount of \$92,197.16; Troyk seconded. All Ayes. Motion Carried. The Committee then reviewed the Revenue/Expense Report and the Transaction Activity Report for January 2015. Queen moved to approve the Transaction Activity Report in the amount of \$104,746.86; Platner seconded. All Ayes. Motion Carried. The Time Report shows a January 2015 percentage of 40.04% which is above the 37.98% needed for the 2015 budget. Queen moved to recognize the receipt of \$100,000 in special state aid for the telephone system; Troyk seconded. All Ayes. Motion Carried.

Budget Timeline: All satellite offices have been provided with a list of budget line items and are developing exact definitions of each line item. This process should easily be completed by the projected due date of May 2015.

Letters & Communications: There were none.

Future Agenda Items: As needed.

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Finance Committee will be at 12:30 P.M. on Friday, April 10, 2014. It will be held in Rhinelander.

Adjournment: With no further business, Queen moved to adjourn; Krug seconded. All Ayes. The meeting was adjourned at 12:27 P.M.

Handouts: February 6, 2015 minutes of the Aging & Disability Resource Center of the Northwoods Finance Committee; Preliminary December 2014 Revenue/Expense Final Report; Supplemental Transaction Activity Report for 2014; 2013-2014 ADRC Federal & State GPR Revenue Comparison; January 2015 Revenue/Expense Report; January 2015 Transaction Activity Report; January 2015 100% Time Report; 2014-2015 ADRC Federal & State GPR Revenue Comparison; January 2015 Revenue Change Report.