

**DeForest Area Joint Community Center Commission
DeForest Area Community and Senior Center
505 N. Main Street, DeForest, WI 53532**

**Regular Commission Meeting Minutes
March 10, 2015
4:00 p.m.**

1. Call to Order

Vice President Bruce Stravinski called the meeting to order.

2. Roll Call

Present:

President Jason Kramar

Vice President Bruce Stravinski

Secretary Lonnie Breggeman

Treasurer Connie Tenjum

Commissioners: Marian Drake; Jane Henze; Jim Johnston; Robert Pulvermacher

Absent:

Commissioner Myra Josephson

Also present:

Executive Director/Ex-Officio Officer Linda Green

Associate Director Barb Cooper

3. Pledge of Allegiance

Barb Cooper led the Pledge of Allegiance.

4. Announcements

- a. The DeForest Area Joint Community Center Commission will convene into a CLOSED SESSION pursuant to Wisconsin Statute 19.85(1) (c) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Property).

5. Consent Agenda

- a. Approval of February 10, 2015 Meeting Minutes

Commissioner Marian Drake moved to approve the minutes as amended. Commissioner Jane Henze seconded the motion and the motion passed with Commissioner Robert Pulvermacher abstaining.

b. Bills/Invoices

Secretary Lonnie Breggeman moved to approve the bills and invoices as presented. Treasurer Connie Tenjum seconded the motion and the motion passed unanimously.

6. Appearances before the Commission

None

7. Financial

a. Financial Reports

The Commission reviewed and discussed the budget comparison and balance sheet detail reports for February. Treasurer Connie Tenjum moved to approve the financial reports as presented. Commissioner Marian Drake seconded the motion and the motion passed unanimously.

b. Fund Transfer

None

c. Budget Amendments

None

d. Certificate of Deposit

The Commission reviewed and discussed the Certificate of Deposit that will come due on March 14, 2015. Commissioner Robert Pulvermacher made a motion to renew the certificate for 12 months. Commissioner Jim Johnston seconded the motion with 6-1-1 with Commissioner Marian Drake voting nay and Treasurer Connie Tenjum abstaining.

8. Old Business

None

9. New Business

None

10. Reports

a. President's Report

- The Village of DeForest has announced that a new Norske Nook restaurant will open in downtown.

b. Executive Director's Report

- Aflac coverage was offered to Center employees with a variety of options.
- We have a staff member who is expecting a baby in the end of April and she will have a leave of absence for a few months afterwards.
- Massage services will resume in April.
- Lodi is exploring opening a community center and organizers were on site for a tour and discussion of operations at our center.
- A quotation was received for repairs to the piano of about \$10,000; however the Hollander's technician evaluated, made some adjustments and felt it was in good condition.
- Dane County is now requiring an additional monthly report for Medical Assistance (WIMCR).
- The hiring process for the second Community Events Coordinator is still in process.
- A community member slipped and fell on ice on March 3, 2015.
- We are considering changing our phone/internet/cable provider to Charter due to potential annual savings.
- Recent repairs:
 - HVAC required service calls to fix ductwork that was detached, repair a unit's motor and a related part and to install an addition to the rooftop vent.
 - An automatic door opener was repaired for one of the exterior Community Room doors.
 - A trouble alarm was sounded on February 27 which was caused by an issue with the Dry Suppression system. The service provider was called in to conduct an inspection for leaks. No problems identified.
 - The Fireplace Room's gas fireplace had temporary issues. A service call was made and a maintenance appointment will be scheduled for fall.
- Linda attended several meetings recently with peers and colleagues including a Dane County Focal Point, WASC, Community Access and Area Agency on Aging. There were discussions about the impact of changes to Senior Care on senior citizens, including increased costs of co-pays and complexities in signing-up. The inadequacies in mental health services are a current topic of interest to the aging network.
- At the Area Agency on Aging meeting the group was informed that Nutrition sites and Case Management programs may be required to submit Requests for Funding (RFP). This has not been required in the past and would be a complex undertaking. Waivers have been applied for. Linda will report on the status at the next meeting.

c. Committee Reports

None

11. Communication

a. Municipalities

- Vice President Bruce Stravinski reported that the Town of Windsor is holding a Special Meeting on March 31 to get approval for borrowing for improvements to many of the town's parks and the contribution to the Community Center for future space.
- Secretary Lonnie Breggeman reported that Town of Vienna will purchase a new plow truck.

12. Convene into Closed Session (roll call)

Treasurer Connie Tenjum moved to convene into Closed Session. Secretary Lonnie Breggeman seconded the motion and the motion was passed by roll call unanimously.

Roll Call: President Jason Kramar, Vice President Bruce Stravinski, Secretary Lonnie Breggeman, Treasurer Connie Tenjum, Commissioner Marian Drake, Commissioner Jane Henze, Commissioner Jim Johnston, Commissioner Robert Pulvermacher

13. Reconvene into Open Session

Treasurer Connie Tenjum moved to reconvene into Open Session. Commissioner Jane Henze seconded the motion and the motion was passed by roll call unanimously.

Roll Call: President Jason Kramar, Vice President Bruce Stravinski, Secretary Lonnie Breggeman, Treasurer Connie Tenjum, Commissioner Marian Drake, Commissioner Jane Henze, Commissioner Jim Johnston, Commissioner Robert Pulvermacher

14. Any Action Resulting from Closed Session

a. Resolution 2015-01 – Resolution Approving Purchase Agreement

Commissioner Jim Johnston made a motion to approve Resolution 2015-01. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

b. Bruce Stravinski called the DeForest Half Century Club, Inc. meeting to order to act upon item 9 a. Resolution 2015-01 on the DeForest Half Century Club, Inc. agenda.

15. Any Other Business That Lawfully Comes Before the Commission

None

16. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday, April 14, 2015 at 4:00 p.m.
- b. Strategic Planning TBD

17. Adjournment

Commissioner Marian Drake moved to adjourn the meeting. Commissioner Jim Johnston seconded the motion and the motion passed unanimously.