

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

**Regular Commission Meeting Minutes  
July 14, 2015  
4:00 p.m.**

1. Call to Order

President Jason Kramar called the meeting to order.

2. Roll Call

Present:

President Jason Kramar

Vice President Bruce Stravinski (after agenda item 6)

Secretary Lonnie Breggeman

Commissioners: Marian Drake; Jane Henze; Jim Johnston; Myra Josephson

Absent:

Treasurer Connie Tenjum; Commissioner Robert Pulvermacher

Also present:

Executive Director/Ex-Officio Officer Linda Green

Associate Director Barb Cooper

3. Pledge of Allegiance

Commissioner Jane Henze led the Pledge of Allegiance.

4. Announcements

None

5. Consent Agenda

a. Approval of June 9, 2015 Meeting Minutes

b. Bills/Invoices

Secretary Lonnie Breggeman moved to approve the consent agenda items.

Commissioner Marian Drake seconded the motion and the motion carried with President Jason Kramar abstaining from approving the Bills/Invoices.

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 June. Commissioner Jane Henze moved to approve the financial reports as presented. Commissioner Myra Josephson seconded the motion and the motion passed unanimously.

b. Fund Transfer

None

c. Budget Amendments

None

8. Old Business

a. Future Growth Exploratory Committee Discussion

President Jason Kramar encouraged Commissioners to bring suggestions of community members to provide monthly input on future growth plans.

9. New Business

a. Amend Lease

Secretary Lonnie Breggeman moved to conditionally approve the amended lease with a new property description subject to its approval by the DeForest Half Century Club, Inc. and to further authorize President Jason Kramar and Vice President Bruce Stravinski to sign. Commissioner Marian Drake seconded the motion and the motion passed unanimously.

b. Appointment to DeForest Half Century Club, Inc.

Vice President Bruce Stravinski nominated Treasurer Connie Tenjum to DeForest Half Century Club, Inc. President Jason Kramar asked for further nominations. The nomination passed unanimously. Commissioner Marian Drake made a motion to appoint Treasurer Connie Tenjum as an at-large representative to the DeForest Half Century Club, Inc. for a two year term. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

10. Reports

a. President's Report

None

b. Executive Director's Report

- A staff member returned from medical leave on July 13.
- The Pizza Hut booth held at the 4<sup>th</sup> of July Celebration was successful, resulting in gross income of approximately \$2,000 and net of \$1,600.
- Our current intern will continue to work part-time at the Center while attending college locally and there will not be a high school intern placed next school year.
- Copies of the 2014 Annual Report were distributed throughout the community.
- The flag pole rope was replaced, but needs to be a longer length to be stable.
- We are temporarily unable to post information to the website. A new file transfer protocol will be set-up in the near future.
- The Scoop rate sheet will be updated.
- Information was requested at the last meeting for out of area participants. We have approximately 100 participants from out of area, including former residents, guests, volunteers, and donors.
- Postage has increased to \$5.75 to mail board packets. It was suggested that an e-mail be sent and those commissioners who are able would pick up their packet at the Center.
- Interviews are being conducted for the custodian position of good candidates.

c. Committee Reports

a. Accreditation

None

b. Exploratory Committee

None

11. Communication

a. Municipalities

- Vice President Bruce Stravinski reported the recently passed state budget allows the Town of Windsor to conduct a referendum to become a village.

12. Any Other Business That Lawfully Comes Before the Commission

None

13. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday, August 11, 2015 at 4:00 p.m.
- b. Strategic Planning TBD

14. Adjournment

Secretary Lonnie Breggeman moved to adjourn the meeting. Commissioner Myra Josephson seconded the motion and the motion passed unanimously.