

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

**Regular Commission Meeting Minutes
August 9, 2016
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

Secretary Lonnie Breggeman

Treasurer Connie Tenjum

Commissioners: Marian Drake; Jane Henze; Robert Pulvermacher

Absent:

Commissioners: Jim Johnston; Myra Josephson

Also present:

Executive Director/Ex-Officio Officer Linda Green

Associate Director Barb Cooper

3. Pledge of Allegiance

Pledge of Allegiance was led by Treasurer Connie Tenjum.

4. Announcements

None

5. Consent Agenda

a. Approval of July 12, 2016 Meeting Minutes

b. Bills/Invoices

Vice President Bruce Stravinski moved to approve the consent agenda items. 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 balance sheet and budget comparison reports for July. Secretary Lonnie Breggeman moved to approve the financial reports as presented. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

b. Fund Transfer

None

c. Budget Amendments

None

8. Old Business

a. Building Repairs

None

b. Space Needs Study

A draft of the Proposed Space Program was reviewed and discussed. President Jason Kramar reported on the July 18 meeting with municipal representatives. President Jason Kramar and Vice President Bruce Stravinski reported on the meeting with Bray Associates. Additional options were discussed. The Commission discussed next steps for Bray which include completion of the Space Needs Study, cost estimates, preliminary drawings including adequate parking and water retention. The Commission requested that Bray will present at an upcoming Commission meeting.

9. New Business

a. GEC Proposal

The Commission reviewed and discussed the GEC proposal. Secretary Lonnie Breggeman moved to approve the funding for Phase 1 of the proposal up to \$3,800 to investigate attic issues and corrections. Commissioner Marian Drake seconded the motion and the motion passed unanimously.

10. Reports

a. President's Report

None

b. Executive Director's Report

- At a Chamber of Commerce meeting Dale Evans expressed appreciation to the Center for the parking arrangement.

- A draft of the 2015 audit is expected this month.
- A United Way grant for a program to improve nutrition and exercise to help prevent falls was submitted on August 1 and presented on August 10.
- New menus for My Meal, My Way will be finalized soon.
- The new Nutrition Coordinator started on August 8.
- There was a State Nutrition meeting held at the Center on July 20.
- Interviews for the open Community Events Coordinator will be held next week.
- Dane County increased funding available by up to \$8,000 for medical assistance in 2016.
- Linda attended a WASC meeting on August 4 at the Oregon Senior Center.
- The Center's accreditation will be presented on September 22 at the WASC conference in Wisconsin Dells. Linda will also present information about My Meal, My Way at the conference.
- There was a reception at the library for Eric Runez the new School Superintendent on July 25.

c. Committee Reports

a. Accreditation

The WASC awards luncheon will be September 22. A celebration will be held at the Center on either September 28 or October 5. Two of our reviewers gave positive feedback regarding our Accreditation manual at a WASC District 1 meeting.

b. Exploratory Committee

None

11. Communication

a. Municipalities

- Town of Vienna had a new town clerk begin on August 8. A payment from ATC was used to pay down the balance owed on the town hall.
- Village of Windsor opened a new polling location at Lake Windsor Country Club.
- Village of DeForest reports work is progressing on the municipal buildings and problems have been resolved with the roof design and an air conditioning unit that was omitted from the bids.

12. Any Other Business That Lawfully Comes Before the Commission

None

13. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday September 13, 2016 at 4:00 p.m.

14. Adjournment

Treasurer Connie Tenjum moved to adjourn the meeting. Commissioner Jane Henze seconded the motion and the motion passed unanimously.