

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

**Regular Commission Meeting Minutes  
October 14, 2014  
5:30 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

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

Absent:

Treasurer Connie Tenjum

Also present:

Executive Director/Ex-Officio Officer Linda Green

3. Pledge of Allegiance

Jason Kramar 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 considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body had jurisdiction or exercises responsibility. (Compensation)
- b. The DeForest Area Joint Community Center Commission will convene into a CLOSED SESSION pursuant to Wisconsin Statute 19.85(1) (e) 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 September 9, 2014 Meeting Minutes

Commissioner Marian Drake moved to approve the Consent Agenda. Commissioner Myra Josephson 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 August and September. Secretary Lonnie Breggeman moved to approve the financial reports as presented. Vice President Bruce Stravinski seconded the motion and the motion passed unanimously.

b. Budget Amendments

None

8. Old Business

None

9. New Business

a. Copier Lease Agreement

Commissioner Jim Johnston moved to approve the lease agreement with GI Office Technologies. Commissioner Myra Josephson seconded the motion and the motion passed unanimously.

b. Insured Cash Sweep Account

No action taken.

c. Operational Overview

The Commission reviewed and discussed the 2014 Budget and Operations Overview. Commissioner Marian Drake moved to approve the overview as presented. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

d. Resolution Regarding Municipal Support For Property Acquisition

The Commission reviewed and discussed a resolution regarding municipal support for property acquisition.

e. Discuss Future Meeting Dates

The Commission discussed and arrived at a general consensus to move the meeting time to 4:00 p.m. on the 2<sup>nd</sup> Tuesday of the month from November through March. Marian Drake

moved to approve the new meeting time. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

10. Reports

a. President's Report

There was a wonderful Joint Municipal on September 10 with discussion of important issues, including discussion of property acquisition by the DeForest Area Community and Senior Center.

b. Executive Director's Report

- Former Commissioner Carleton Hamre passed away on October 11. The visitation will be held October 19 from 1:00 – 5:00 p.m. at the Burke Town Hall.
- Dane County is looking at the affect of holidays on home-delivered meals.
- Linda Green and Barb Cooper attended the WASC Conference in September and it was a great opportunity to learn about the aging network, meet colleagues and bring new ideas back to The Center.
- A new bike rack was purchased and installed with a designated donation in the amount of \$1,050.
- A \$1,000 donation was received from a donor who was inspired by being listed on the Donor Board on display in the Fireplace Room.
- We received \$1,362 in memorial gifts in honor of a volunteer who passed away.
- There will be an increase from Dane County funding of \$2,086 which includes \$1,200 for the SHIP program. There is also an increase in Case Management hours and clients to fulfill the contract.
- We received a \$15,000 payment from the DeForest Area Foundation Inc. which fulfilled their 5-year commitment in two years.
- The presentation of the 2014 DeForest Area Community and Senior Center budget was removed from the October agenda of DeForest Village Board meeting.

c. Committee Reports

None

11. Communication

a. Municipalities

Vice President Bruce Stravinski reported that the Town of Windsor is considering the creation of a TID district for Windsor Crossing to put in infrastructure.

President Jason Kramar reported on possible elder care/housing units in the Village and extended congratulations to the DeForest High School Football and Volleyball teams on their respective Conference Championships.

12. Convene into Closed Session (roll call)

Secretary Lonnie Breggeman moved to convene into Closed Session. Vice President Bruce Stravinski seconded the motion and the motion was passed by roll call in favor:

Vice President Bruce Stravinski  
Robert Pulvermacher  
Commissioner Jane Henze  
Commissioner Marian Drake  
Commissioner Myra Josephson  
Secretary Lonnie Breggeman  
Commissioner Jim Johnston  
President Jason Kramar

13. Reconvene into Open Session

Secretary Lonnie Breggeman moved to reconvene into Open Session. Commissioner Robert Pulvermacher seconded the motion and the motion was passed by roll call in favor:

Vice President Bruce Stravinski  
Robert Pulvermacher  
Commissioner Jane Henze  
Commissioner Marian Drake  
Commissioner Myra Josephson  
Secretary Lonnie Breggeman  
Commissioner Jim Johnston  
President Jason Kramar

14. Any Action Resulting from Closed Session

- a. Commissioner Robert Pulvermacher moved to distribute funds as discussed in Closed Session. Commissioner Myra Josephson seconded the motion and the motion passed unanimously.
- b. Fund Transfer

Vice President Bruce Stravinski moved to transfer \$27,000 to be assigned to a Reserve Account and \$100,000 to be assigned to a Capital Account. Commissioner Jane Henze seconded the motion and the motion passed unanimously.

15. Any Other Business That Lawfully comes Before the Commission

None

16. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday, November 11, 2014 at 4:00 p.m.

17. Adjournment

Secretary Lonnie Breggeman moved to adjourn. Vice President Bruce Stravinski seconded the motion and the motion passed unanimously.