



THE HUMAN SERVICE CENTER

(HUMAN SERVICES BOARD 51.42/51.437)

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MINUTES of the **HUMAN SERVICES BOARD**

☐ Regular Board Meeting ☐ Special Board Meeting ☒ Committee Meeting

Type of Committee: Finance Committee

Date and Time of Meeting: Wednesday, January 15, 2020 at 5:00 PM

Person Taking Minutes: Jessica Kaul

**Minutes reflect the recorder's notations of actions taken and are subject to approval of the appropriate committee and/or Board.*

Members Present: Bill Korrer, Ronald Kressin, Alan VanRaalte, Dave Hintz, Maggie Peterson, Dave Campbell

Members Excused: Tom Tallier

Members Absent:

Staff Present: Tamara Feest, Keith Haselton, Jessica Kaul

Others Present: Bruce Decorah

I. MEETING CONVENED

The meeting convened at 5:01 P.M. by Chairman Korrer and it was noted that the posting of the agenda and media notification had taken place in accordance with the Wisconsin Open Meeting Law.

II. APPROVE PREVIOUS MEETING MINUTES

Motion by VanRaalte, second by Kressin to:

APPROVE THE MINUTES AS PRESENTED FROM DECEMBER 12, 2019.

All ayes, motion carried.

III. KOINONIA LEASE CHANGES REQUEST: PRESENTATION BY BRUCE DECORAH, OPTION COUNSELING SERVICES

Per chairman, agenda item IV was moved ahead of item III. Mr. Bruce Decorah was on-hand to present his recommendations for changes to the current KOINONIA lease structure. He provided the committee with information on the current lease structure and provided a handout that outlined the proposed changes to the lease terms. Currently, KOINONIA pays \$14,000/mo and they are

requesting to decrease that amount to \$10,000/mo. Decorah also requested that \$4,000 of their security deposit be returned to them. He discussed the math that led to the current proposed lease amount and noted that all proposed changes were reviewed by their attorney. He also noted the maintenance needs of the building.

Discussion on the matter ensued, including discussion around the fact that HSC does not have a lease in place yet with Oneida County, making it difficult to draft a new binding lease for KOINONIA. Decorah mentioned that his requests are a starting point and that he is open to further discussion and negotiation. He requested that the lease be added as an item to the Board meeting agenda for February.

Feest and Korrer both agreed that staff needed more time to review Decorah's requests and formulate a plan. Decorah requested a one-on-one meeting with Feest to further discuss options. Following that, it will be determined if this will be an action item on March's Board agenda.

IV. REVIEW AND CONSIDERATION OF INVOICES OF THE HUMAN SERVICE CENTER: ACTION ITEM

Haselton provided the committee with a check run summary and a detailed report of checks from 12/10/19 to 1/09/20. The committee discussed the expenditures.

Motion by VanRaalte, second by Kressin to:

APPROVE ALL INVOICES OF THE HUMAN SERVICE CENTER.

All ayes, motion carried.

V. 2019 FINANCIAL UPDATE

Haselton gave the committee an update regarding 2019 year-end financials. He provided a handout and reported to the committee a Statement of Activities by Program and a Statement of Net Position for 2019. He reported that HSC may have ended 2019 with a surplus based on unofficial numbers.

VI. IRS MILEAGE CHANGE

Haselton reported to committee the recent change to the IRS's mileage reimbursement rates.

VII. NEXT MEETING DATE

February 13th, 2020 at 4:00 PM.

VIII. ADJOURNMENT

There being no further business, Chairman Korrer

ADJOURNED THE MEETING.

Meeting adjourned at 5:54 P.M.

Respectfully submitted,

Jessica Kaul
Administrative Assistant

APPROVED