

Central Services Board
Meeting Minutes
308 Central Avenue, Fort Dodge, IA
October 10, 2017, 9:30 a.m.

0.0 **Call to Order**

President Struecker called the meeting to order at 9:39 a.m.

0.1 Roll Call

Mabel Mantel	P	Beth Will	P
Jan Sowers	P	Dale Struecker	P
Jim Burns	P	Lionel Foster	P
Ex Officio:	Paula Harms	P	
Staff:	Shelly Sindt, CEO	P	
	Jennifer Pascal, Finance	P	
Liaison to the Board:	Mike Otto		

0.2 Items to be added to the Agenda by Board Members and Staff
No new items were added to the agenda.

0.3 Adopt Agenda

President Struecker called for a motion to adopt the meeting agenda. It was moved by Beth Will and seconded by Mabel Mantel that the meeting agenda be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Adopt August 8, 2017, Meeting Minutes

President Struecker called for a motion to adopt the August 8, 2017, meeting minutes. It was moved by Jim Burns and seconded by Lionel Foster that the August 8, 2017, meeting minutes be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Discussion of Elderbridge rent for Fort Dodge and Spencer

The Spencer building receives income from Upper Des Moines Opportunity and the Fort Dodge building receives rent from Spirit Home Healthcare. County Social Services and Bob Lincoln would like to co-locate in the Fort Dodge office. If Spirit Home Healthcare leaves there could possibly another renter.

After an in depth discussion it was moved by Jan Sowers and seconded by Jim Burns that that the rent increase be raised to 2%. On roll call the vote was as

follows:

Aye: all (the motion was declared carried.)

1.3 Financial Report

Finance Assistant Pascal stated that all loans had been paid. The financial report presented to the Board were unaudited, but were favorable. It was moved by Jim Burns and seconded by Mable Mantel that the financial report be accepted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.4 Building Updates/projects in all offices

The roof in Spencer has a leak. The roof was looked at by Griffin Construction. There is hail damage to roof. The insurance company will be contacted to see if some or all of the repair could be covered by insurance. President Struecker reported he was having difficulty finding someone to do one electrical outlet for the Fort Dodge office. Repairs have been made to the women's restroom. Dale Struecker will begin getting bids for the insulation in the Fort Dodge office. The LifeLong Links office in Mason City has been moved to the main office on the 2nd floor in order to save roughly \$900.00 a month in rent.

2.0 Upcoming Dates

2.1 Next Central Services meeting – January 2018, by conference call.

3.0 Adjournment

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Jan Sowers seconded by Jim Burns that the meeting be adjourned at 10:09 a.m. On roll call the vote was as follows:

Aye: all (the motion was declare carried.)