

Central Services Committee

Meeting Minutes

308 Central Avenue

Fort Dodge, IA 50501

April 11, 2017, 9:00 a.m.

0.0 Call to Order

Chair Struecker called the meeting to order at 8:59 a.m.

0.1 Roll Call

Paula Harms	Ph	Mabel Mantel	P
Jan Sowers	P	Dale Struecker	P
Jim Burns	P		

Ex Officio:	Steve Ehrhardt	P
Staff:	Amy B. Simpson	P
	Sherri Boedeker	P
	Shelly Sindt	P

Mike Otto, Liaison to Board P

0.2 Items to be added to the Agenda by Committee Members and Staff

No new items were added to the agenda.

0.3 Adopt Agenda

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

Aye: all (the motion was declared carried.)

1.0 Committee Affairs

1.1 Adopt January 10, 2017, Meeting Minutes

Chair Struecker called for a motion to adopt the January 10, 2017, meeting minutes. It was moved by Jan Sowers and seconded by Jim Burns that the January 10, 2017, meeting minutes be approved. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Financial Report – Sherri Boedeker

Depreciation is not accrued through the year. For the month of February the net income is \$2,112 and the year to date is \$15,225. President Ehrhardt asked that a monthly accrual be listed to give a truer picture of the finances. Finance Director Boedeker stated that she would ask Jennifer Pascal to begin doing that.

It was moved by Jim Burns and seconded by Mabel Mantel the financial report be accepted.. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.3 Discussion or updates on any building projects in office locations

Chair Struecker stated that the back entry way in Fort Dodge is beginning to leak. It was discovered that plywood was not placed under the steel roofing material and a dent was made from people standing on the roof. Plywood needs to be replaced. A cap needs to be replaced with steel siding to match existing color. A budget of approximately \$350.00 is requested.

Jim Burns moved and seconded by Jan Sowers that \$400 be allowed to fix the fix the back entry way and the siding on the west part of the building. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

Chair Struecker indicated that the Fort Dodge parking lot also needs to be restriped and it could be done for approximately \$100.

CEO Sindt stated that the Spencer building project is complete and that the parking lot also needs to be stripped by next year. The window treatments in some of the offices and need to be replaced. Approximately 12 windows need to be replaced in the office.

Carroll Office - CEO Sindt will be meeting with the landlord in Carroll since the office is down to three employees and not as much space is needed. The hope is that the landlord will sublet. Options will be brought back to Central Services Board for discussion.

2.0 Upcoming Dates

2.1 Next Central Services meeting – July/August 2017

After a brief discussion the meeting will be scheduled before the regular Board meeting in July or August.

3.0 Adjournment

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There being no further business before the Central Services Board, it was moved by Jim Burns and seconded by Jan Sowers that the meeting be adjourned at 9:28 a.m. On roll call the vote was as follows:

Aye: all (the motion was declare carried.)