

Central Services Board

Meeting Minutes

Conference Call

March 2, 2018, 10:00 a.m.

0.0 Call to Order

President Struecker called the meeting to order at 10:05 a.m.

0.1 Roll Call

Beth Will	Ph	Dale Struecker	Ph
Jan Sowers	Ph	Lionel Foster	Ph
Jim Burns	Ph		

Ex Officio:	Paula Harms	Ph
Staff:	Shelly Sindt, CEO	Ph
	Jennifer Pascal, Finance	Ph
	Sherri Boedeker, Finance	Ph

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 Jim Burns and seconded by Lionel Foster 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 Discussion of County Social Services and the Fort Dodge Office

CEO Sindt stated that County Social Services in Webster County is looking for office space, but due to budget constraints does not have money to pay rent. County Social Services will make available an employee that will help answer phones and provide IR&A support at the Fort Dodge office instead of rent at this time. CEO Sindt averred that this would be in Elderbridge's best interest to partner with agencies to provide services. Jim Burns expressed concern about the additional wear and tear on the building and that the Board should revisit the arrangement periodically. A lease agreement should be signed with a 30-day notice to vacate provision in the agreement. It was moved by Jim Burns and seconded by Lionel Foster that County Social Services be allowed to move into vacant space in the Fort Dodge office as of April 1, 2018. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Update from President Struecker on insulation project in Fort Dodge and other office updates.

President Struecker stated that the insulation in the Fort Dodge office attic was completed on December 26, 2018. All the light bulbs have been changed to energy efficient LEDs. The Spencer office doors will be receiving new locks. This is due to Upper Des Moines Opportunity sharing office space. The Elderbridge office doors will be more secure. There are 15 doors in need of locks for roughly \$50 a piece. The locks have been ordered. They will be keyed the same with the same master key. CEO Sindt thanked President Struecker for his assistance with the locks.

It was moved by Jim Burns and seconded by Lionel Foster that the locks be purchased for the office. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

2.0 **Upcoming Dates**

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

3.0 **Adjournment**

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Lionel Foster seconded by Jim Burns that the meeting be adjourned at 10:30 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)