

Central Services Board

Meeting Minutes

Conference Call

July 13, 2018, 9:00 a.m.

0.0 Call to Order

President Struecker called the meeting to order at 9:02 a.m.

0.1 Roll Call

Beth Will	Ph	Dale Struecker	Ph
Jan Sowers	Ph	Lionel Foster	Ph
Mike Otto	Ph		

Ex Officio:	Paula Harms	Ph
Staff:	Shelly Sindt, CEO	Ph
	Jennifer Pascal, Finance	Ph
	Amy B. Simpson, Ex. Assistant	Ph
	Stephanie Carlson, Office Manager	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 Beth Will 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 Adopt Board Meeting Minutes for December 18, 2017, March 2, 2018, and June 25, 2018

Chair Struecker called for a motion to adopt the December 18, 2017, March 2, 2018, and June 25, 2018, meeting minutes. It was moved by Jan Sowers and seconded by Lionel Foster that the December 18, 2017, March 2, 2018, and June 25, 2018 meeting minutes be adopted. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)

1.2 Discussion, review, and approval of bids for a new roof for Spencer Building

Chair Struecker called for discussion on the roofing bids. CEO Sindt stated that they had received three (3) bids for replacement of the roof, and she recommended Roof Guard. Roof Guard came to the building site with the insurance adjuster. The out of pocket costs for Elderbridge would be the \$1,000 insurance deductible. The interior repair was bid at \$1,337.97. Hahn Roofing bid

was just for the roof repair. Chair Struecker was concerned that Roof Guard's bid did not specify the warranty or type of shingles that would be used and if they guaranteed their workmanship. Chair Struecker also stated that the Spencer building had blown insulation between the roofing and the drywall. There will be no insulation between the rooms and the vents/roof. The suspended ceilings would need to be insulated. Otherwise, there will be cold and warm air hitting the offices.

Stephanie Carlson contacted Roof Guard, and they stated that there are other issues with the roof beside the hail damage. The roof was not properly installed and contributed to the leaking roof. Roof Guard has the advantage of being able to work directly with the adjuster concerning the additional issues, and would be able to negotiate additional funds to put toward the repair. There is a lifetime guarantee on the workmanship and the shingles.

After an in-depth conversation concerning the bids, it was moved by Lionel Foster and seconded by Beth Will that Roof Guard replace the roof of the Spencer building. 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 – August 2018, by conference call. The Annual meeting will be scheduled at 9:00 a.m. on August 14, 2018, before the Board meeting.

3.0 Adjournment

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Mike Otto seconded by Jan Sowers that the meeting is adjourned at 9:45 a.m. On roll call the vote was as follows:

Aye: all (the motion was declared carried.)