

Central Services Board
Annual Meeting Minutes
Conference Call
August 9, 2021, 9:00 a.m.

0.0 **Call to Order**

President Struecker called the meeting to order at 9:00 a.m.

0.1 Roll Call

Lionel Foster	Ph	Dale Struecker	Ph
Barry Anderson	Ph		
Ex Officio:	Beth Will, Board President		Ph
Staff:	Shelly Sindt, CEO		Ph
	Sherri Boedeker, Asst. Finance Director		Ph
	Jodi Presswood, CFO		Ph
	Amy Simpson, Executive Assistant		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 as written. It was moved by Barry Anderson and seconded by Lionel Foster that the meeting agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Adopt Board Meeting minutes from July 14, 2021

President Struecker called for approval of the July 14, 2021, meeting minutes. It was moved by Lionel Foster and seconded by Barry Anderson that the July 14, 2021, meeting minutes be adopted.

Aye: all (the motion was declared carried.)

1.2 Election of Officers

The following officers were elected for FY 2021-2022.

President, Dale Struecker, Vice President, Lionel Foster, Treasurer, Barry Anderson, and Secretary, Amy Simpson

It was moved by Barry Anderson and seconded by Lionel Foster to elect the aforementioned officers for FY 2021-2022.

Aye: all (the motion was declared carried.)

1.3 Discussion of Board Meeting Schedule for FY 2020-2021

President Struecker called for a discussion of the Board meeting schedule. It was decided to hold quarterly meetings on the second Monday of the month at 9:00 a.m. The meetings would be before the Board meeting. If additional meetings are required they will be scheduled when needed. It was moved by Barry Anderson and seconded by Lionel Foster to meet quarterly on the second Monday of the month at 9:00 a.m. with any other meetings scheduled as needed.

Aye: all (the motion was declared carried.)

1.4 Financial Report – Jodi Presswood

CFO Presswood stated that Central Services finances are looking good and the Spencer window project was added to the finances this year. There is significant cash (roughly \$120,000) available to do the repairs required at the Fort Dodge building. Some bids have been received, but she would like to send out bid request letters. Rental income is received from Elderbridge, Central Iowa Recovery, and CICS.

It was moved by Lionel Foster and seconded by Barry Anderson that the financial report be accepted.

Aye: all (the motion was declared carried.)

1.5 Update on tree removal and discussion of building repair list for Fort Dodge Office

CFO Presswood stated that Skyline Tree Experts was the winning bid for tree removal at the last Central Services meeting. Office Manager Angie Martens has made several attempts to contact them and they have not returned her phone calls. CFO Presswood would like permission to contact the next bidder, ArborPro Tree Service, at \$750.00, to do the tree removal. Board member Anderson stated they should be contacted to do the tree removal. It was moved by Barry Anderson and seconded by Lionel Foster to proceed with ArborPro Tree Service due to Skyline Tree Experts not responding to telephone calls. Skyline Tree Experts will be sent a letter.

Aye: all (the motion was declared carried.)

CEO Sindt recommended that the lean-to that is in disrepair be the next project after the tree is removed. CFO Presswood stated that RoJohns has bid the removal of the lean-to at \$7,200.00. CEO Sindt stated that the first three items on the list would be the priorities for the Fort Dodge building. President Struecker stated that the flooring in the lean-to is a foot below the ground and will collect water. A roof should be put over the top of the door to stop the water from congregating or pooling at the base of the exit door in the conference room. CEO Sindt suggested going back to RoJohns to see if they would rebid that part of the building to make sure the exit door is usable in the conference room.

It was moved by Lionel Foster and seconded by Barry Anderson to go back to RoJohns to rebid the removal of the lean-to to address the issue of the floor being a foot below the soil line and to make sure the conference room door can be used as an exit. Also, the first three items on the maintenance list will be addressed first before moving to the next items on the list.

Aye: all (the motion was declared carried.)

2.0 Upcoming Dates

2.1 Next Central Services meeting – October 2020.

3.0 Adjournment

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There being no further business before the Central Services Board, it was moved by Barry Anderson and seconded by Lionel Foster that the meeting be adjourned at 9:35 a.m.

Aye: all (the motion was declared carried.)