

Central Services Board

Meeting Minutes

Conference Call

March 13, 2023, 9:34 a.m.

0.0 Call to Order

President Struecker called the meeting to order at 9:34 a.m.

0.1 Roll Call

Lionel Foster	Ph	Dale Struecker	Ph
Barry Anderson	Ph	Linda Vaudt	A
Larry Pedley	Ph		

Ex Officio:	Beth Will, Board President	Ex
Staff:	Shelly Sindt, CEO	Ph
	Jodi Presswood, CFO	Ph
	Jeremy Monaghan, Asst. Finance Dir.	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 Lionel Foster and seconded by Barry Anderson that the meeting agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 Board Affairs

1.1 Adopt Board Meeting minutes from November 7, 2022

President Struecker called for approval of the November 7, 2022, meeting minutes. It was moved by Lionel Foster and seconded by Barry Anderson that the November 7, 2022, meeting minutes be adopted.

Aye: all (the motion was declared carried.)

1.2 Financial Report – Jeremy Monaghan

Assistant Finance Director Monaghan reported that the current funds available are \$126,891. Expenses have been paid off for the Fort Dodge office projects. There will also be an expense for the overhead door at the Spencer office. The financial information in the packet lists a balance of \$179,209.91. The difference in the balance is expenses that were paid after the financial report was issued to the Board.

It was moved by Barry Anderson and seconded by Larry Pedley that the financial report be approved as presented.

Aye: all (the motion was declared carried.)

1.3 Update on the Fort Dodge building projects

President Struecker reported that most of the projects have been completed. The exit sign above the exit window. The painting and siding have been replaced. Assistant Finance Director Monaghan reported that the cameras will be taken down and will be replaced with a floodlight. That payment is still outstanding with Rojohn. CFO Presswood stated that the cameras would not work because they were blocked by the light in the soffit. Elderbridge will not be paying for the cameras. Rojohns will be purchasing and installing the correct outdoor lighting fixtures. CEO Sindt that cameras could be added later if it is determined they are needed.

CEO Sindt noticed at the building that some concrete at the front of the building was crumbling and should be fixed this year because it could pose a potential fall risk. President Strucker stated that at the back entrance, the cement is broken up and needs to be replaced also.

1.4 Update on Spencer overhead door project

CEO Sindt stated that the overhead door opener has broken and will not open the door. The quote that was received included a new door and opener. Since a new door would have to be ordered, it was decided to replace the opener at this time and get a new door at a later date. The door is working fine with the new opener.

CEO Sindt stated that the steps that Upper Des Moines Opportunity used have been damaged by the salt that was used during the winter. The steps are less than a year old. No more salt will be used on the steps. The contractor will be repairing the steps this Spring.

1.5 Upper Des Moines Opportunity Moving

CEO Sindt stated that Upper Des Moines Opportunity has purchased a building in Spencer that will be renovated. They will be moving once their building is ready. A 60-day notice has not been received yet but is coming. They will be vacating six offices, plus the warehouse. Mid-Sioux Opportunity would like to rent additional office space plus space in the garage once Upper Des Moines Opportunity moves out. If they want one additional office plus the parking space an additional \$200 a month is recommended. If they want additional offices it would be \$125 per office a month. The heating bill should go down once the warehouse is not used by Upper Des Moines Opportunity.

2.0 Upcoming Dates

2.1 Next Central Services meeting – June/July 2023.

3.0 Adjournment

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Larry Pedley and seconded by Lionel Foster that the meeting be adjourned at 10:10 a.m.

Aye: all (the motion was declared carried.)