

Central Services Board
Meeting Minutes
Conference Call
Tuesday, August 12, 2025, 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

Gary Caviness	Ph	Dale Struecker	Ph
Crystal Meier	Ex	Linda Vaudt	Ph

Staff:	Stacia Timmer, CEO	Ph
	Sandi Jackson, COO	Ph
	Jodi Presswood, CFO	Ph
	Jennifer Rozell, Staff Accountant	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 August 12, 2025, meeting agenda. It was moved by Linda Vaudt and seconded by Gary Caviness that the meeting agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Adopt Board Meeting minutes from January 13, 2025

President Struecker called for approval of the January 13, 2025, meeting minutes. It was moved by Linda Vaudt and seconded by Gary Caviness that the January 13, 2025, meeting minutes be adopted.

Aye: all (the motion was declared carried.)

1.2 Election of Officers

1.2.1 Chair, Vice Chair, Treasurer, Secretary

Chair Struecker called for nominations for officers. After a brief discussion, it was recommended that Dale Struecker serve as Chair, Gary Caviness as Vice Chair, Linda Vaudt as Treasurer, and Amy Simpson as secretary for a one-year term. It was moved by Dale Struecker and seconded by Gary Caviness to approve the slate of officers.

Aye: all (the motion was declared carried.)

1.3 Financial Report – Jennifer Rozell, Staff Accountant

The financials have not changed much since the last reporting. Rent is coming in from CICS, Elderbridge, and Mid-Sioux Opportunity, which has contributed to the good cash standing. CFO Presswood stated that necessary improvements and repairs were built into the budget. It was moved by Linda Vaudt and seconded by Dale Struecker to approve the financial report.

Aye: all (the motion was declared carried.)

1.4 Update on Spencer and Fort Dodge offices

COO Timmer reported on the following for Spencer:

- Still trying to get bids to fix the base of the Spencer sign.
- Installing bathroom vents in the Spencer office. The bathrooms did not have any.
- Mid-Sioux Opportunity will be renting an additional office in Spencer. There will be an increase in rent of \$200.

CFO Presswood reported on the following for Fort Dodge:

- Bids for pest control
- Covered the drains and removed the toilet, and capped the hole in the basement.
- Cleaned and covered vents on the roof. Bird feces were getting into the mechanical room through the vents.
- Checked the water heater
- Discovered foundation issues. Need a new center beam in the basement with support posts. Received a \$9,000 bid from Rojohn's. It was recommended that Elderbridge get another bid if possible.

2.0 Upcoming Dates

2.1 Next Central Services meeting – October if needed.

3.0 Adjournment

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Linda Vaudt and seconded by Dale Struecker that the meeting be adjourned at 9:23 a.m.

Aye: all (the motion was declared carried.)