

Central Services Board
Meeting Minutes
Conference Call
Tuesday, January 13, 2026, 9:30 a.m.

0.0 **Call to Order**

President Struecker called the meeting to order at 9:30 a.m.

0.1 Roll Call

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|---------------|----|----------------|----|
| Gary Caviness | Ph | Dale Struecker | Ph |
| Crystal Meier | Ph | Linda Vaudt | Ph |

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| 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 January 13, 2026, meeting agenda. It was moved by Linda Vaudt and seconded by Dale Struecker that the meeting agenda be adopted.

Aye: all (the motion was declared carried.)

1.0 **Board Affairs**

1.1 Adopt Board Meeting minutes from August 12, 2025

President Struecker called for approval of the August 12, 2025, meeting minutes. It was moved by Linda Vaudt and seconded by Dale Struecker that the August 12, 2025, meeting minutes be adopted.

Aye: all (the motion was declared carried.)

1.2 Financial Report – Jennifer Rozell, Staff Accountant

There is \$179,000 in the budget, and rental income contributes to the Central Services' good financial standing. Anticipating upcoming expenditures for projects at Spencer and Fort Dodge offices. It was moved by Gary Caviness and seconded by Linda Vaudt to approve the financial report.

Aye: all (the motion was declared carried.)

1.3 Update on the Spencer Sign and Fort Dodge Office

CEO Timmer reported that it has been challenging to find anyone willing to come and fix the base of the Spencer Sign. A staff member at the Spencer office has a husband who is a contractor. He should be able to fix the sign in one day. He will submit a bid.

A window needs to be fixed in an office at the Spencer office. A significant amount of cold air is coming through the window. The floor boiler heating system needed to be fixed, and another furnace was not properly heating the offices. Both issues were fixed. There is also no insulation in the ceiling in Spencer.

At the Fort Dodge office, a bid is needed to fix the foundation issues. Chair Struecker indicated there was a bid from RoJoIn's last fall. RoJohn's needs to provide a current bid.

Crystal Meier proposed doing a building maintenance inventory of issues that need to be fixed and prioritizing them, being proactive instead of reactive. Chair Struecker indicated that there was an energy audit done at the Fort Dodge office.

2.0 Upcoming Dates

2.1 Next Central Services meeting – next meeting will be scheduled when bids have been received.

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 Gary Caviness that the meeting be adjourned at 9:55 a.m.

Aye: all (the motion was declared carried.)