Central Services Board

Meeting Minutes
Conference Call
Tuesday, April 14, 2026, 9:00 a.m.

0.0 **Call to Order**

President Struecker called the meeting to order at 9:03 a.m.

0.1 Roll Call

Gary Caviness	Ph	Dale Struecker	Ph
Crystal Meier	Ph	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 January 13, 2026, 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, 2026

President Struecker called for approval of the January 13, 2026, meeting minutes. It was moved by Linda Vaudt and seconded by Gary Caviness that the January 13, 2025, meeting minutes be adopted with the correction to Crystal Meier's attendance.

Aye: all (the motion was declared carried.)

1.2 Financial Report – Jennifer Rozell, Staff Accountant

There are enough funds to fix the Spencer sign and foundation at the Fort Dodge office. Central Services is in good financial standing. Central Services averages $60,000 a year in profit each year. There will be a new lease at the Spencer office in May 2026 that will increase the income. It was moved by Crystal Meier and seconded by Gary Caviness to approve the financial report.

Aye: all (the motion was declared carried.)

1.3 Discussion and Approval of mids for Spencer office sign

CEO Timmer reported that the base of the Spencer sign has deteriorated and needs repair. It has been challenging getting bids for the project. One bid was received for the repair. Chair Struecker stated that the sign is in bad shape and he does not have a problem with the bid. After a brief discussion, it was moved by Linda Vaudt and seconded by Crystal Meier to approve the bid for the repair of the Spencer sign.

Aye: all (the motion was declared carried.)

1.4 Discussion and approval of bids for the Fort Dodge office

CFO Presswood reported that an Engineer came in to look at the basement support system. He recommended beefing up the support of the main truss system. They would stabilize the posts and put in metal plates to disperse the weight of the building. The stairwell also needs to be repaired and supported. The back door of the building needs to be replaced with a standard 36" door that is more secure. A bid for roughly $6,800 from RoJohn's has been received. After a brief discussion, it was moved by Gary Caviness and seconded by Linda Vaudt to approve the bid from RoJohn's.

Aye: all (the motion was declared carried.)

Chair Struecker stated that concrete and cracks in the parking lot need to be fixed, and the carpet needs to be replaced. CEO Timmer is working on estimates for lawn and snow removal at the Spencer office.

2.0 **Upcoming Dates**

2.1 Next Central Services meeting – Annual August meeting

3.0 **Adjournment**

3.1 Adjournment

There being no further business before the Central Services Board, it was moved by Gary Caviness and seconded by Crystal Meier that the meeting be adjourned at 9:33 a.m.

Aye: all (the motion was declared carried.)