

**Board of Directors
Full Board Meeting
Monday, January 27, 2020
3:00 pm to 5:00 pm
Empire Screen Printing
N5206 Marco Road
Onalaska, WI 54650
(Enter in front door)**

Agenda Item	Action
I. CALL TO ORDER	(3:00 P.M TO 3:05 P.M.)
A. Announcement and Introduction	
B. Approve September 23, 2019 Meeting Minutes	Pages 3-4 X
II. REPORTS	(3:05 P.M. to 4:00 P.M.)
A. 2018-2019 Audit Report	Attachment X
B. Executive Director Report	Pages 5-10 X
1. Connections Report	Pages 11-13
2. Outreach Report	Pages 14-22
C. Financial Reports	
1. November 2019 Financials	Pages 23-30 X
2. 2019-2020 Revised Budget	Pages 31-32 X
III. INTERNAL PLANS	(4:00 P.M. to 4:20 P.M.)
A. Approve Unrestricted Cash Reserves Policy	Pages 33-35 X
B. Approve Technical Changes to 2019-2020 Pay Plan	Pages 36-40 X
IV. ADJOURNMENT	(4:20 P.M. to 4:25 P.M.)
A. Unfinished Business	
B. New Business	
C. Confirm Next Meeting Date—March 23, 2020	
V. TOUR OF EMPIRE SCREEN PRINT	(4:25 P.M. to 5:00 P.M.)

OFFICERS AND MEMBERS

Anna Boland, Ingersoll-Rand	Chairperson
David Ring, Kwik Trip	Vice Chairperson
Kevin Zagrodnick, River Bank	Treasurer
Doug Billings, Empire	Director
Anne Hlavacka, UW – La Crosse	Director
Karen Long, Organic Valley/CROPP Cooperative	Director
Tim Vondrasek, Norwinn Company	Director
Neil Kamrowski, International Assoc. of Machinists and Aerospace Workers	Director
Dimitar Dzikov, Coulee Bank	Director
Nick Goins, Mid City Steel, Inc.	Director
Heather St. Clair, Petro Energy, LLC.	Director

2019-2020 MEETING SCHEDULE

Date	Time	Meeting
Monday, September 16, 2019	2:00 p.m.	Oversight Committee (Billings/Kamrowski/Zagrodnick/Goins)
Monday, September 23, 2019	3:00 p.m.	Full Board
*Monday, October 21, 2019	Noon	Annual Meeting
Monday, January 27, 2020	3:00 p.m.	Full Board
Monday, March 23, 2020	3:00 p.m.	Full Board
Monday, May 11, 2020	1:00 p.m.	Personnel & Compensation (Hlavacka/Long/Vondrastek/ Dzikov/St.Clair)
Monday, May 18, 2020	3:00 p.m.	Full Board
Monday, June 22, 2020	3:00 p.m.	Full Board—If needed

**Board of Director's
Full Board Meeting
Monday, September 23, 2019
3:00 p.m. to 5:00 pm**

I. CALL TO ORDER (3:00 P.M. TO 3:05 PM.)

A. Announcement and Introduction

Ms. Boland called the meeting to order at 3:09pm a quorum was present.

B. Approve June 24, 2019 Meeting Minutes

X-In Packet

Motion made (Zagrodnick/ Long) to accept the June 24, 2019 meeting minutes as presented.

Motion carried unanimously.

II. OVERSIGHT COMMITTEE REPORT OUT (3:05 p.m. to 3:30 p.m.)

A. Review and Approve Recommendation

- | | |
|--|-------------|
| 1. June 2019 Financials | X—In Packet |
| 2. 2018-19 Continuous Improvement Report | X—Attached |
| 3. 2019-20 Continuous Improvement Plan | X—In Packet |
| 4. 2019-20 Insurance Summary | X—In Packet |

Ms. Pierce and Mr. Zagrodnick presented the recommendation from the Oversight Committee to accept the June Financial Reports, 2018-2019 Continuous Improvement Report, 2019-20 Continuous Improvement Plan, and the summary of Organizational Insurance Coverage. Discussion held.

Motion made (Zagrodnick/ Goins) to approve the recommendation for acceptance of the June Financial Reports, 2018-2019 Continuous Improvement Report, 2019-20 Continuous Improvement Plan, and the summary of Organizational Insurance Coverage. Motion carried unanimously.

III. REPORTS (3:30 p.m. to 4:00 p.m.)

A. Executive Director's Report

X—In Packet

- Mid Year Bonus
- Board Recruitment

Ms. Pierce presented the Executive Director's report.

Motion made (Vondrasek /Dzikov) to accept the Executive Directors Report as presented. Motion carried unanimously.

Motion made (Long/Dzikov) to approve the release of midyear bonuses consistent with the Organizations Pay Plan. Motion carried unanimously.

Ms. Pierce shared an update on the status of recruiting for a new board member. Ms. Pierce requests any nominations to be sent to her.

IV. INITIATIVES (4:00 p.m. to 4:10 p.m.)

A. Annual Meeting Planning (October 21, 2019)

Ms. Pierce shared an update on planning for the annual meeting. Feedback requested on content of meeting to ensure value and connection between the board and staff. Highlights from the year will be shared as well as Board members will share information on who they are and represent.

B. Update on Breakfast Forum

Ms. Pierce shared a review of the Breakfast Forum. Feedback received on length of event, potential of CEU's, and board inclusion in panel topics. Discussion held.

C. Workforce Development Board Staffing

Ms. Pierce and Ms. Boland shared an update on staffing at the Workforce Development Board with the resignation of the Executive Director and opportunities that it creates for the system and the agencies to partner.

V. CLOSED SESSION (4:10 p.m. to 4:45 p.m.)

In accordance with Section 1, Subchapter IV of Chapter 19.85 (1)(c) of the State Statute on open meetings, the Committee will enter into closed session to consider employment, compensation promotion or performance evaluation data of staff.

.VI. ADJOURNMENT (4:45 p.m. to 5:00 p.m.)

A. Unfinished Business

None

B. New Business

None

C. Confirm Next Meeting Date—October 21, 2019

Respectfully Submitted,

Ann Boland, Chair

Attendance

<u>PRESENT</u>	<u>OTHERS PRESENT</u>	<u>NOT PRESENT</u>
Ann Boland, Ingersoll-Rand Kevin Zagrodnick, River Bank Nick Goins, Mid City Steel, Inc Karen Long, Organic Valley Tim Vondrasek, Norwinn Company Anne Hlavacka, UW- La Crosse Dimitar Dzikov, Coulee Bank	Teresa Pierce, WCI Kelly Norsten, WCI	Neil Kamrowski, International Assoc. of Machinists and Aerospace Workers Doug Billings, Empire David Ring, Kwik Trip