



**Board of Directors
Full Board Meeting
Monday, March 25, 2024
3:00 p.m. to 5:00 p.m.
VIRTUAL MEETING**

Agenda Item

- I. CALL TO ORDER** **3:00 P.M to 3:05 P.M.**
 - A. Welcome and Introductions (if needed)
 - B. Approve January 29, 2024 Meeting Minutes Page 3-4

- II. EXECUTIVE REPORTS** **3:05 P.M. to 3:45 P.M.**
 - A. Accept February, 2024 Financial Report Pages 5-14
 - B. Accept Executive and Admin Report Pages 15
 - C. Accept February, 2024 Connections Report Page 16-20
 - 1. W2 RFP Summary Page 21-28

- III. STRATEGIC CONVERSATION** **3:45 P.M. to 4:30 P.M.**
 - A. Employee Engagement Survey Under Separate Cover
 - B. Health Insurance Opt-Out Conversation Page 29-32
 - C. HR/IT Position—Next Steps—Workforce Coordinator Page 33-34

- IV. CLOSED SESSION (If needed)** **4:30 PM 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 discuss personnel related topics.

 - A. Discuss Employee Engagement Survey Results

- V. RECONVENE IN OPEN SESSION** **4:45 PM to 4:55 P.M**
 - A. Take action (if any) on information

- VI. ADJOURNMENT** **4:55 P.M. to 5:00 P.M.**
 - A. Unfinished Business
 - B. New Business
 - C. Confirm Next Meeting Date (May 13, 2024—Personnel and Compensation)
(May 20, 2024—Full Board Meeting)

OFFICERS AND MEMBERS

Doug Billings—Gerrard-Hoeschler Realtors	Past Chairperson
Heather Gerken—The Insurance Center	Chair
Deb Scoville—Franciscan Sisters	Vice Chair
Dimitar Dzikov—Coverra	Treasurer
Bradey Schleis—Organic Valley/CROPP Cooperative	Director
Matt Bainter—Inland Packaging	Director
Mark Wemette—Traditional Trades	Director
Lyn Pletta—Great Lakes Cheese	Director
Tou Yang—The Watkins Company	Director
Carolyn Colleen—Fierce Foundation	Director
Mary Rohrer—ORC	Director

2023-2024 MEETING SCHEDULE

Date	Time	Meeting
Monday, September 11, 2023	1:00 p.m.	Oversight Committee (Billings/Bainter/Wemette/Yang)
Monday, September 18, 2023	3:00 p.m.	Full Board Meeting
Monday, October 23, 2023	11:00 am	Annual Meeting
Wednesday, Dec 13, 2023	10:00 am	Special Meeting
Monday, January 29, 2024	3:00 p.m.	Full Board Meeting
Monday, March 25, 2024	3:00 p.m.	Full Board Meeting
Monday, May 13, 2024	1:00 p.m.	Personnel & Comp (Schleis/Scoville/Pletta/Colleen/Dzikov)
Monday, May 20, 2024	3:00 p.m.	Full Board Meeting
Monday, June 24, 2024	3:00 p.m.	Full Board Meeting

**Board of Directors
Full Board Meeting
Monday, January 29, 2024
3:00 p.m. – 5:00 p.m.**

I. CALL TO ORDER

(3:00 pm to 3:05 pm)

A. Welcome and Introductions

Ms. Gerken called the meeting to order at 3:17 pm a quorum was present. Welcome to our newest board member, Mary Rohrer (ORC).

B. Approve December 13, 2023, Meeting Minutes Pages 3-4 X

Motion made (Scoville/Dzikov) to accept the December 13, 2023, meeting minutes as presented. Motion carried unanimously.

II. EXECUTIVE REPORTS

(3:05 p.m. to 4:00 p.m.)

A. Accept Executive Director Report and Connections Report Pages 5-9 X

Ms. Pierce presented a PowerPoint reviewing the 2021 Strategic Plan, our progress on goals to date and focus points for 2024. Motion made (Scoville/Rohrer) to accept the Executive Director Report and Connections Report as presented. Motion carried unanimously.

B. Accept November 2023 Financial Statements Pages 10-18 X

Ms. Pierce presented the November 2023 Financial Statements. Motion made (Rohrer/Schleis) to accept the November 2023 Financial Statements as presented. Motion carried unanimously.

C. Receive Update on Certificate of Deposit Verbal Report

Ms. Pierce informed the board of the maturity of the certificate of deposit. The money will be placed in a money market account. Treasurer Dimitar Dzikov had consulted WCI on this transfer.

D. Accept 2022-2023 Audit Report Attached to Packet X

Ms. Pierce presented the 2022-23 Audit Report. Motion made (Dzikov/Scoville) to accept the 2022-2023 Audit Report as presented. Motion carried unanimously.

E. Approve Updated 2023-2024 Organizational Budget Under Separate Cover X

This has been tabled to bring back to the March 25, 2024 Full Board Meeting.

III. INTERNAL POLICY

4:00 p.m. to 4:15 p.m.

A. Approve Unrestricted Cash Reserves Policy

Ms. Pierce reviewed the Unrestricted Cash Reserve Policy Pages 19-21 X

Motion made (Dzikov/Scoville) to approve the Unrestricted Cash Reserves Policy as presented. Motion carried unanimously.

IV. CLOSED SESSION (4:15 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 closed session to discuss personnel-related topics.

- A. Review staff information and other information gathered.
- B. Determine next steps.

V. RECONVENE IN OPEN SESSION (4:45 p.m. to 4:55 p.m.)

- A. Take action (if any) on gathered information.

VI. ADJOURNMENT (4:55 p.m. to 5:00 p.m.)

- A. Unfinished Business
None.
- B. New Business
None.
- C. Confirm Next Meeting Date — March 25, 2024

The meeting was adjourned at 5:00 p.m.

Respectfully Submitted,

Heather Gerken, Chair

<u>PRESENT</u>	<u>OTHERS PRESENT</u>	<u>NOT PRESENT</u>
Heather Gerken—The Insurance Center Bradey Schleis—Organic Valley/CROPP Cooperative Deb Scoville—Franciscan Sisters Matt Bainter—Inland Packaging Dimitar Dzikov—Coverra Mary Rohrer - ORC	Teresa Pierce, WCI Wanda Palmer, WCI Gina Brown, WCI Patricia Soby, WCI	Doug Billings—Gerrard-Hoeschler Realtors Mark Wemette Carolyn Colleen—Fierce Foundation Tou Yang— Lyn Pletta—Great Lakes Cheese