

BOARD MINUTES  
UNIFIED COMMUNITY SERVICES  
Wednesday, October 17, 2012  
200 W. Alona Lane, Lancaster, WI 53813

MEMBERS PRESENT: Julee Albers, Dave Bauer, Judy Friar, Robert Keeney, Mel Masters, Dwight Nelson, Mark Stead, Charles Stenner (Chair.), Mike Tiber and Mary Ellen Tredinnick.

MEMBERS EXCUSED: Ryan Walmer

OTHERS PRESENT: Neal Blackburn, Jan Sudmeier, Cheryl Knapp and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. COMPLIANCE and MINUTES: Dwight Nelson moved to report meeting in compliance with open meetings law, approval of agenda and approval of the minutes of September 19, 2012 Board meeting. Motion seconded by Dave Bauer and passed.
3. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for September, 2012 as reviewed. Motion seconded by Mike Tiber and passed.
4. REPORTS: Financial report for September, 2012 given by Jan Sudmeier. A Family Support Capital Acquisition purchase was presented. Personnel report for September, 2012 given by Cheryl Knapp. Chairman's report: None. Neal Blackburn presented the Director's report as follows:
  1. Neal will be serving on the Health and Human Service Steering Committee for the Wisconsin Counties Association.
  2. Previous Long Term Support Supervisor, Maggie Best passed away.
  3. Neal's shoulder surgery is scheduled for November 14<sup>th</sup>.

Mark Stead moved to accept reports and place on file. Motion seconded by Mel Masters and passed.
5. INTRODUCTIONS: None.
6. CAPITAL ACQUISITION REQUEST: Request to upgrade our server presented by Jan Sudmeier. The total cost of the upgrade including hardware, software and labor is \$26,650.00. \$16,000 of this had already been budgeted. Dave Bauer moved to approve request as reviewed. Motion seconded by Bob Keeney and passed.
7. CLOSED SESSION: Mary Ellen Tredinnick moved to convene in closed session pursuant to Sec. 19.85 (1)(c), Wisconsin Statutes, to consider matters related to employment, promotion, and compensation of employees. Motion seconded by Judy Friar. A roll call vote was taken with results as follows: Julee Albers: yes; Dave Bauer: yes; Judy Friar: yes; Robert Keeney: yes; Mel Masters: yes; Dwight Nelson: yes; Mark Stead: yes; Charles Stenner: yes; Mike Tiber: yes; and Mary Ellen Tredinnick: yes. Motion passed.
8. CONVENE TO OPEN: Meeting reconvened in open session.

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9. COMPENSATION: No action.
10. DIRECTOR JOB DESCRIPTION: Updates made to job description reviewed. Mark Stead moved to accept changes. Motion seconded by Mary Ellen Tredinnick and passed.
11. ADJOURNMENT: Mark Stead moved to adjourn at 8:07 p.m. Motion seconded by Dwight Nelson and passed. Agreed to adjourn until December 19, 2012 with no November meeting unless needed.

Nancy Schmitz, Recorder

Judy Friar, Secretary