

Board of Directors Minutes

January 17, 2023



1. **Call to order:** Board President Barbara Welander called the meeting to order at 1:17 p.m.
2. There was a **quorum present**. Members present were:

Des Moines County	Henry County	Lee County	Louisa County
Rhonda Reif	Linda Boshart		Cyndi Mears
Shane McCampbell	Marc Lindeen		
Brent Ruther	Barbara Welander		
Nicole Pappalardo			
Antonio Flores			

Members absent: Rick Larkin and Randy Griffin

Staff present: Sheri Wilson, Sarah Droege, Matthew LeClere, Lisa Nafziger, and Rachel Albrecht.

Guests: Angela Villhauer with Mercer, William Bauer with Meriwether Wilson and Company

3. **Consideration of the Agenda:** Motion by Lindeen, second by Mears to approve today's agenda. Motion approved by voice vote.
4. **Consideration of the Minutes:** Motion by Lindeen, second by Boshart to approve the minutes of the November 15, 2022 board meeting. Motion approved by voice vote.
5. **Action Items:**
 - a. **Community Action FY 2022 Annual Agency Audit:** Motion by Lindeen, second by McCampbell to approve the FY2022 Annual Agency Audit by Meriwether Wilson and Company. Motion approved by voice vote. Auditor Bauer presented the audit. There were no findings nor compliance issues.
 - b. **Health, Dental & Vision Insurance:** Options were presented by Villhauer with Mercer and Wilson. Motion by McCampbell, second by Mears to approve Health Insurance Option Four as laid out in the board packet. Motion approved by voice vote. This will continue coverage with Wellmark and splits the raise in health premiums between the programs and employees. The major change is raising plan deductibles and out of pocket expenses by \$1,000. Agency programs will pay \$835.30 a month per person and employee cost will rise an additional \$21.67-\$40.43 a month depending on their choice of the three plan options. The agency programs can expect to have an overall cost increase of around \$49,861.
 1. **Dental & Vision:** Motion by Mears, second by Boshart to approve the agency continue with the current plan with Delta Dental and Vision. Dental premiums remain the same and the vision increase of 2% will be paid for by the programs. Motion approved by voice vote.

- c. **Agency Administrative Budget FY23:** Motion by Lindeen, second by Ruther to approve the Agency Administrative Budget FY23 in the amount of \$774,506. Motion approved by voice vote. The administrative budget covers eight staff positions and the related operating costs. It is funded by the indirect rate of 14.6% of wage and fringe which is established by Health and Human Services and is charged to agency programs.
- d. **Annual Agency Budget FY23:** Motion by Mears, second by Pappalardo to approve the FY23 Annual Agency Budget in the amount of \$14,468,399.09. Motion approved by voice vote. The annual agency budget is based on current contracts that are subject to amendments throughout the year.

6. Reports:

a. Executive Director Report, Sheri Wilson:

Wilson attended the Iowa Community Action Association Board meetings in December and January, a Milestones Area Agency on Aging board meeting, participated in calls with the Department of Human Rights and ICAA concerning the Iowa Department of Health and Human Services, FaDSS Day on the Hill, NIFCAP Software Development meetings, and the updates regarding the Mt Pleasant building project. Wilson signed three contracts through the Iowa Division of Community Action Agencies, received the Community Services Block Grant (CSBG) allocation for fiscal year 2023, completed Continuing Legal Education and Results Oriented Management and Accountability (ROMA) Trainer recertification, and continues to oversee the Keokuk land purchase at the Tallarico Center. Wilson took a week of vacation.

- b. Statement of Financial Position
- c. Budgets
- d. Credit Card Statements
- e. Check Listing and Direct Deposits

7. Information:

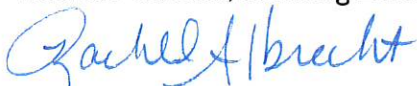
- a. **Weatherization Bids Awarded:** For the period of December 1, 2022 – January 1, 2023
- b. **FY 22 Community Services Block Grant (CSBG) Report**
- c. **Agency Local Support**
- d. **Lee County Election for Board Representative of the Low Income**
- e. **Program Updates**

8. Next Meeting Date: Tuesday, **February 21, 2023** at **1:15 p.m.** in the central office board room or via Zoom.

9. Adjournment: The meeting ended at 2:50 p.m.

Respectfully submitted by:

Rachel Albrecht, Planning Director



Cyndi Mears, Secretary

