

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
January 19, 2017
Golden Sands Office, Stevens Point, WI

Call to Order: Ed Hernandez called the meeting to order at 9:01 a.m.

Attendance: Al Barden; Reesa Evans; Ed Hernandez; Denise Hilgart; Ed Miller; Hugh O'Donnell; Amy Thorstenson. Cathy Guth and Deb Jakubek were not present. Bill Clendenning was also present.

Minutes: Motion made by Barden, seconded by O'Donnell, to approve minutes of the last meeting.. Motion carried unanimously.

Closed Session: Motion by Evans, seconded by O'Donnell to go into closed session. Closed session started at 9:03 a.m. Clendenning and Hilgart left the room.

Out of closed session at 9:12 a.m. Clendenning and Hilgart returned.

Treasurer's Report: Hilgart passed out the treasurer's report. The bill for the accountant review will appear on the next bill. The reimbursement of approximately \$70,000 from the WDNR was finally received. An advance on the Woods & Wildlife project was received of \$65,000. Otherwise transactions were pretty ordinary. Motion by Evans, seconded by O'Dinnekk to forward to the full council. Motion carried unanimously.

Financial Procedures:

2015 Financial Review: A summary of the accountant's review for the time ending 12/31/15 was passed out. GS finished 2015 in the black after ending in the red in 2013 and 2014. Hilgart reviewed and explained several of the pages of the report. Thorstenson outlined some changes she is going to request in the next report: (1) breaking out donations from contributions so that keeping track of donations will be easier; (2) adding in a section for the fee-for-service income; (3) breaking down the professional fees section to separate consultants for projects vs. those related to general overhead. After deducting the board-designated funds of \$67,850, the asset re \$263,361. Thorstenson also passed out a graph showing the changes in income and expenses since 2005. Her target goal is a gross income of \$600,000 per year.

2017 Draft Budget: This will be ready for the next meeting in March. The 2016 actuals will also be done by then.

Joe Piechowski Memorial Fund: Thorstenson reviewed some proposed designs for the interpretive sign and sent comments. The sign is still expected to be installed in spring 2017.

Development and Fundraising: Kuehnhold is working on a beginning-of-the-year appeal (was supposed to be end-of-the-year). He is still working with Mike Beacom later today about marketing the free-for-services offerings and other GS marketing needs. He has met with all county committees except in 2016 and will be starting a new round. It was suggested that he complete these appearances before June 2017, so that counties have information about services and costs to put into their budget planning

for 2018. Thorstenson noted that 2017 is the 45th anniversary for Golden Sands and suggested that this be part of the outreach in 2017.

Staff & Membership:

Dues Update: Nothing new since last time. Letters for 2017 dues will go this month. They will include a letter outlining services the county received. 2016 was the first time all 12 counties in Golden Sands paid some kind of dues. The recommended dues will remain at \$1900 per county.

Council Purchases: This was discussed earlier in the meeting.

Insurance & Benefits: Nothing new.

Personnel Policy & Procedure Handbook:

Quarterly Newsletter: This will go out with the beginning-of-the-year appeal.

Communications/Marketing: Kuehnhold is still working on making the GS website more phone-accessible.

Other Business: none.

Adjournment: The meeting was adjourned at 9:52 a.m. upon motion made by Barden, seconded by Miller.

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC & D