**Board of Directors**

**March 24, 2021**

**Present:** Teresa Czaplewski, Joshua Wacholz, Janet Swanson, Bruce Gudlin, Mike Hemmingson, Jeff Osborne, Jenna Taubel, Tracy Neilsen, Omar Nur, Alyssa Fordham, Steve Connors, Anjanette Bandel, Joe Langel, Andrea Niesen, Tammy Shefelbine, Alyssa Fordham

**Guests:** Jason Boyton

**Staff Present:** Scott Maloney, Crystal Smith, Brenda Chilman, Ashleigh Dowis

**Welcome:** Welcome at 12:02.

**Audit:**

Jason Boyton from Smith, Shafer & Associates reviewed the 2020 financial audit.

Finance committee previously reviewed audit in greater detail with auditors. The finance committee recommends approval. Hemmingson made a motion to approve the 2020 financial audit, Bandel seconded; the motion passed unanimously.

**Consent Agenda:**

Swanson made a motion to accept the consent agenda, seconded by Hemmingson; the motion passed unanimously.

**Finance Committee Report**:

Hemmingson presented the February 2021 financial report.

* Year to date gain of $356,000
* Noted the grant for solar panels and one time revenues effecting ytd income.
* Cash position is strong and stable. Just over 6 months of expenses on hand.

Czaplewski made a motion to accept the financial report as presented, Bandel seconded; motion passed unanimously.

**Meals on Wheels fundraiser:** Chilman updated the board on the event planning.

**Board Member Recruitment:** Maloney discussed board recruitment and make-up. The board strategic board composition matrix was presented. The nominating committee will convene - there will be 1 vacancy in April, 1 at the end of year and a tentative other resignation. Czaplewski, Neilsen, Gudlin and Shefelbine will join the nominating committee.

**Board Portal:** Maloney updated on website re-design with the opportunity for a board portal. Discussion on uses for the portal:

* Past information (minutes from at least a year prior)
* Bylaws
* Audit
* Directory of board members (listing business affiliation) – in excel spreadsheet
* Meeting dates & special event dates
* Employee organization chart
* Strategic plan
* Brand messaging
* Board term dates
* List of committee members
* Portal is part of FSR website (not a different software)
* Ways to be involved right now
* Ability for board members to upload documents (notes, etc.)?
* E-vote in the future?
* Board Orientation Manual

Board members should contact Maloney with other ideas or questions. Discussion about board packets being only electronic – link sent out by Executive Director instead of imbedded in email.

Personnel Discussion: Board had a discussion regarding a personnel issue (staff other than Maloney and Nguyen left the meeting prior to discussion).

**Adjourn:** Conners made a motion to adjourn at 1:09, seconded by Wacholz; motion passed unanimously.

Submitted on behalf of Tammy Shefelbine, Secretary