



MINUTES

FVWDB Executive Committee Meeting

March 14, 2019, 2:00 PM

Fox Valley Workforce Development Board,
1401 McMahon Drive, Suite 200, Neenah, WI

Members in Attendance: Tony Beregszazi (in person), Brad Grant, Jason Hendricks, Brian Kaminske, Jodie Larsen, Robert Sivick (all via phone).

Members Excused: Joe Gonyo.

Others in Attendance: Mark Harris-ex officio, and Anthony Snyder-FVWDB (Both in person).

Call to Order: The meeting was called to order by Mr. Beregszazi, Acting Chair, at 2:03 PM.

Roll call taken by Mr. Snyder

Approval of Consent Agenda (*Action Item*): A motion to approve and accept the Consent Agenda, containing the meeting agenda, minutes from the February 22 Executive Committee meeting, current financial reports, and Finance & Personnel Committee report (including departure of staff member Mito Kudaka, updated role description for executive assistant, updates to LETC contracts, status of financial policy rewrites, receipt of correspondence from Wisconsin Department of Workforce Development and Wisconsin Department of Health Services noting receipt of our audit report and receipt of completed IRS990, 990T and WI-4T reports) was made by Mr. Kaminske and seconded by Ms. Larsen. The motion carried.

OLD BUSINESS:

McMahon Drive Building Update: Mr. Snyder advised the Executive Committee on the status of the sale of the Building. At this time, the new owner will close on the building on Friday, March 29. The Board expects to remain as a tenant in a slightly reduced space until at least June 30, 2020. Mr. Snyder also thanked the leaders of our County Consortium who unanimously agreed on March 12 to not request any proceeds from the sale of the building, but instead allow any profit from sale to be reinvested in Board programs and operations.

Board Bylaws Update (*Action Item*): Mr. Snyder reviewed a recommendation from DWD to update our Bylaws to clarify how Board members are appointed. The new text is not an addition, but a clarification of the process. A previous attempt to make these changes did not fully address DWD's concern, whereas this version does. **A motion to approve the updated Board Bylaws was made by Mr. Grant and seconded by Mr. Sivick. The motion carried.**

NEW BUSINESS:

Appointment of a Nominating Committee: As the end of the fiscal year approaches on June 30, 2019, Mr. Snyder will work with Chari Hostettler to appoint a Nominating Committee to secure candidates to stand for election for Board officer roles for Program Year 2019.

Adjournment: The meeting was adjourned at 2:25 PM.