



# WORKFORCE DEVELOPMENT BOARD, INC.

*Building a world class workforce*

## MINUTES

FVWDB Finance & Personnel Committee

2:30 pm, Thursday, March 12, 2026

Via Microsoft Teams

**Members in Attendance:** Chair Jose Martinez, Tony Beregszazi, and Brad Grant.

**Members Excused:** All Present.

**Others in Attendance:** Derek Hilst – Wegner CPAs, Amanda Hodge – Dean Dorton, Deb Teske – Creative Planning, and Anthony Snyder – FVWDB.

**Call to Order:** Chair Martinez called the meeting to order at 2:35 pm.

**Approval of Consent Agenda (Action Item):** A motion was made by Beregszazi, and seconded by Martinez, to approve the Consent Agenda, which included the 3/12/26 Meeting Agenda; Minutes of the 2/12/26 Finance & Personnel Committee Meeting; and the Board's February 2026 401(k) Monthly Statement; motion carried.

**Review and Accept FVWDB Annual Audit (Action Items):** Hilst reviewed the 6/30/25 Financial Statements With Supplementary Information (Annual Audit), which had been delayed due to the US Federal Government Shutdown in Fall 2025. The Auditor issued a "clean opinion" with one finding: FVWDB did not complete the Program Year 2024 Subrecipient Monitoring as required. A plan has been put in place to ensure compliance on this matter in Program Year 2025. **After discussion, a motion was made by Beregszazi, seconded by Martinez, to accept the audit as presented; motion carried.**

**Review and Accept New Corporate Credit Card (Action Item):** Hodge and Snyder reviewed the pros and cons of our current Chase corporate credit card against the DIVVY card. **After discussion, a motion was made by Beregszazi, seconded by Grant, to authorize the CEO to establish a new corporate credit card through DIVVY, with a credit limit not to exceed \$25,000; motion carried.** The existing corporate credit card will be maintained as back-up until the DIVVY card has been properly tested in actual use. Hodge and Snyder to report back learnings at end of the fiscal year.

**Financial Document Review (Action Items):** Hodge and Snyder reviewed the Board Financial Reports, Checks Over \$5,000 Report, and the Credit Card Statement, all from January 2026, and answered questions. **Motion made by Grant and seconded by Beregszazi to accept the reports as presented; motion carried.**

**FVWDB 401(k) Required Annual Plan Review:** Teske presented details on the FVWDB Employee 401(k) to committee members. The committee discussed current fee structure, but no action was taken. Snyder agreed to work with Teske to plan and in-person review of the 401(k) plan with staff at a later date.

**Adjournment: Motion made by Beregszazi and seconded by Grant to adjourn the meeting at 4:07 pm; motion carried.**

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