



WORKFORCE DEVELOPMENT BOARD, INC.

Building a world class workforce

MINUTES

FVWDB Finance & Personnel Committee

2:30 pm, Thursday, April 13, 2023

Via Zoom

Members in Attendance: Chair Brad Grant, Tony Beregszazi, JoAnn Hall, and Dale Walker.

Members Excused: Katlyn Hendricks, Jose Martinez, and Kortni Smith.

Others in Attendance: Anthony Snyder – FVWDB.

Call to Order: Chair Grant called the meeting to order at 2:36 pm.

Approval of Consent Agenda (Action Item): A motion was made by Mr. Walker, and seconded by Ms. Hall, to approve the Consent Agenda, which included the 4/13/23 Meeting Agenda, and Minutes from the 1/12/23 Finance & Personnel Committee Meeting; motion carried.

Audit Close Out Letter for Title V Program: The committee received a 3/1/23 letter from the Wisconsin Department of Health Services (DHS), noting it had accepted our audit report as it related to the Title V/Senior Community Service Employment Program (SCSEP).

Form 990 Completed and Posted: The committee received the Board's Form 990 and noting its location on the Board's web site as part of our commitment to transparency.

Wipfli Performance and Request for Proposal Discussion: Mr. Snyder updated the committee on the changes to Wipfli staff, the challenges that have arisen during the transition. Based on the current state of activity, the committee decided, at this time, not to distribute a Request for Proposal (RFP) for accounting services.

Budgeting for Program Year 2023: Mr. Snyder alerted the committee to the need to begin the budget process at the May meeting of this committee.

New Treasurer for Program Year 2023: Mr. Snyder alerted the committee to the need to begin seeking a new Treasurer/Chair of the Finance & Personnel Committee, as Mr. Grant cannot serve more than two years, as per the FVWDB's Bylaws. Members of the committee discussed the position.

Financial Document Review (Action Items): Mr. Snyder reviewed Board Financial Reports from December 2022 and January and February 2023; the Credit Card Statements from January and February 2023 and Checks Over \$5,000 for December 2022 and January and February 2023. A motion was made by Mr. Walker, and seconded by Mr. Beregszazi, to accept the reports as presented; motion carried.

Adjournment: The meeting adjourned at 3:52 pm.

###

The Fox Valley Workforce Development Board is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service or at 800-947-3529. At no cost, you may request information in an alternate format, including language assistance or translation information to your preferred language by contacting us at (920) 594-3655

A proud partner of the  American Job Center network