

**AISWCD Financial Management Focus Area Committee Minutes
December 10, 2012**

Present:

Kenny Vosholler, Chairman
Dan Duval
Roger Johnson
David McCormick
Steve Stierwalt
Lee Bunting
Lonnie Wilson
Sherry Finn, AISWCD
Melissa Cauble, SWCD Insurance Administrator
Cindy Moon, District Employee
Annyce Winters, District Employee
Betty Buckert, ISWCDEA

Absent:

Tom Anderson
Van Bitner
Randy Molitoris
Darrell Roegge

Chairman Kenny Vosholler called the meeting to order at 3:03 pm.

Dan Duval made a motion to approve the agenda with the following additions, Roger Johnson seconded the motion. MCVV. Additions: Employee personnel evaluations van repair, website bids, audit bids.

Lee Bunting made a motion to approve the minutes from the June 2012 FAC meeting, seconded by Steve Stierwalt. MCVV.

Financials:

Committee members reviewed Financials. **Lee Bunting made a motion to approve the financials, Roger Johnson seconded the motion. MCVV.**

SWCD Insurance – Melissa Cauble gave the report using November figures (see report attached to board meeting minutes). In the future, Melissa will submit a written report for the Financial Focus Committee, and give an oral report at the AISWCD Board Meeting.

Old Business

Dues Update - Sherry Finn handed went over the dues update. For Fiscal Year 2012 – there are ten districts out of 97 who have not paid all their dues. Four districts have paid no dues: Gallatin, Randolph, Scott, and Pop-Hardin Counties; one district has paid one half – Adams; Pike County has paid \$300.00; four districts that haven't paid the remainder of third quarter and all of fourth quarter – Boone, Greene, Hamilton, Jefferson. The outstanding balance is \$9,545.13. For Fiscal Year 2013 – eight districts have

paid the first quarter dues. Delinquent notices will not go out until around January 15th, to SWCD Chairman.

New Business

Review of FY 2013 AISWCD Audit Bids – The committee reviewed audit bids and made a recommendation to select Pehlman & Dold for a three year contract in the amount of \$4500 for FY 12, \$4650 for FY13, and \$4800 for FY14, with **a motion by Steve Steirwalt, second by Dan Duval. MCVV.**

Van Repairs – **A motion was made by Steve Steirwalt, seconded by Dan Duval to recommend to board that \$1000.00 be added to budget line item 6602 for van repair. MCVV.**

Website Bids – Four bids were reviewed for re-design of the AISWCD website. **A motion was made by Roger Johnson, seconded by Steve Steirwalt to recommend selection of Westworks' bid in the amount of \$1600.00. MCVV.**

Budget Item – Line 6001 – **A motion was made by Lee Bunting, seconded by Steve Steirwalt to put \$4000 into line item 6001 in the budget, \$2500 for AISWCD President's travel, and \$1500 for AISWCD Vice-President's travel. MCVV.**

Personnel Evaluations – Rich Nichols came into the meeting and reported on personnel and what he recommended as far as wages/ bonuses for employees and then left the committee meeting. Other AISWCD employees were also excused from the discussion. After discussion, **a motion was made by Lee Bunting, seconded by Roger Johnson to recommend the following bonuses for employees to the board. MCVV.** Kelly Thompson - \$500.00; Gina Bean - \$100.00; Sherry Finn - \$750.00; Rich Nichols - \$500.00. The board agreed that a discussion would be held at the March committee meeting about a recommendation to increase Kelly Thompson's salary.

FY2013 Budget Update (Was moved to new business due to the items listed under New Business that needed to be discussed before Action on Budget) – The committee voted to recommend approving fiscal year 2013 budget with above revisions with **a motion by Roger Johnson, second by David McCormick. MCVV.**

A motion was made by Roger Johnson, seconded by David McCormick to adjourn the meeting. Meeting adjourned at 4:50 pm.

Minutes taken and submitted by:

Cindy Moon

Approved by:

Signature

Date