

**Financial Management Focus Committee
December Quarterly Board
December 8, 2014
Northfield Inn & Suites – Springfield, Illinois**

Present:

**Kenny Vosholler, Chairman
Lee Bunting, Director
Dan Duval, Director
Randy Molitoris, Director
Myron Kirby, AISWCD President
Gina Bean, AISWCD
Melissa Cauble, District Employee, Ins. Admin
Cindy Moon, District Employee
Sondra Baker, ISWCDEA Co-Chair
Sheryl Phillips, CREP
Catherine Dunn, CREP**

Absent:

**Roger Johnson, Director
Barb Klinger, Director
David McCormick, Director
Darrell Roegge, Director
Steve Stierwalt, Director**

Chairman Kenny Vosholler called the meeting to order at 3:00 pm

Approval of Agenda

A motion to approve the agenda with was made by Dan Duval, seconded by Lee Bunting. MCVV.

June Quarterly Board Meeting Minutes

A motion was made by Lee Bunting, second by Van Bitner to approve the March 2014 Financial Management Focus Committee Minutes. MCVV.

Financials

Financials were not reviewed, but will be reviewed by the full board on Tuesday at the board meeting.

SWCD of Illinois Insurance Group Association Account Update

Melissa Cauble, Administrator of the Insurance Group gave the Insurance Report. The insurance report was approved with a motion by Van Bitner, second by Dan Duval.

Old Business

SWCD Dues Update – Gina Bean gave a dues update.

New Business

Missing Funds - Myron Kirby explained the missing funds from the AISWCD to the committee in case there was anyone there who had not heard the full story. Myron reiterated he had sent a letter to all district chairmen, along with an email of the same letter to all district offices. The procedures have been changed at the area office regarding Quickbooks, checks, etc. Lee Bunting made a motion that a letter be sent to all districts explaining the change in procedures that have taken place since October. Dan Duval seconded the motion. MCVV. A copy of the exit audit was passed out to committee members.

Payroll Update - Gina Bean explained the auditors were doing payroll and taxes for the AISWCD.

2015 Budget Update – The budget was reviewed for 2015. Lee Bunting made a motion to approve the budget with changes. Dan Duval seconded the motion. MCVV.

NACD Annual Meeting – The President, Vice-President, and Executive Director will be attending the NACD Annual Meeting in New Orleans. The committee recommended the purchase of a DEF15 Rifle for \$400 for an auction item from AISWCD.

AISWCD Office/CREP Staff Raises – After discussion, the committee recommended since the AISWCD staff was new to their positions, no raises at this time. A motion was made by Dan Duval to give the three seasoned CREP employees a 2.5% raise, with the two new CREP employees receiving a 2.5% raise on their one year anniversary. The motion was seconded by Lee Bunting. MCVV.

AISWCD Office Staff/CREP End of Year Bonuses – After discussion, Dan Duval made a motion that all AISWCD office staff is given a \$100.00 Christmas Bonus, and also the CREP Specialists be given a \$100 bonus. MCVV.

Revenue for Building Account – Kenny reported on finances in the Building Account, and the fact that the AISWCD office would need a new roof in the near future. Transfer of funds will be discussed at the full board meeting.

The meeting adjourned at 5:05 pm.

Minutes Taken and Transcribed by: Cindy Moon