UERPC COMMISSION BOARD
MINUTES OF JANUARY 21, 2016 MEETING

MEMBERS PRESENT: Larry Schellhammer, Jane Regan, Mary Koopman, Ron McCartney, Denise Schneider, Leon Griebenow (via phone), Vicki Rowland, Sue Updegraff, Mark Bohle, Alison Holten, Janet McGovern, Charles Frana, Ross Hadley, Nina Taylor, and Dean Thompson. Mark Kuhn arrived at 5:05 pm.

MEMBERS ABSENT: Kay Zimmerman, Dan Canton, Darla Kelchen, Patti Ruff, Roger Arthur, LouAnn Milks, Peggy Sherrets, and Michael Klimesh

OTHERS PRESENT: Rachelle Howe, Lisa Lensing, Lori Brockway, and Diana Johnson

Vice Chairman Mark Bohle called the meeting to order at 5:00 pm at UERPC's Postville office. Roll call was taken. A quorum was present. Introductions were made to the new board members.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. Motion by Rowland; seconded by Taylor. No further discussion. Motion carried unanimously.

Board member Mark Kuhn joined the meeting.

NOMINATION RECOMMENDATION: A motion was made by McGovern; seconded by Regan to approve the following slate of officers for the year, those being Mark Bohle, Chairman; Mark Kuhn, Vice Chairman; Diana Johnson, Secretary and Kay Zimmerman, Treasurer. No further discussion. A roll call vote was taken. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the minutes of the October 15, 2015 meeting. Motion by Frana; seconded by Thompson. No further discussion. Motion carried unanimously.

QUARTERLY DISBURSEMENTS: Lensing presented the list of disbursements for approval. A motion was made by McGovern; seconded by Koopman to approve quarterly disbursements for UERPC. No further discussion. Motion carried unanimously.

SIGNATORIES: A motion was made by Thompson; seconded by Hadley to approve Mark Bohle and Mark Kuhn as new signatories on all Upper Explorerland checking accounts and to continue to approve Schellhammer, Zimmerman, Frana, Taylor and Griebenow as signatories, with Rachelle Howe and Fern Rissman having limited duties as signatories. No further discussion. Motion carried unanimously.

FINANCIAL STATUS REPORT: Lensing discussed the financial status report. A motion was made by McCartney; seconded by Kuhn to approve the financial status report as presented. No further discussion. Motion carried unanimously.

INVESTMENT AND CAPITAL ASSET POLICIES: Howe discussed these two policies being an important item to have but due to future updates to the bylaws, she suggested this item be tabled at this time.

BYLAWS COMMITTEE: Since the bylaws have not been updated since 2009, a motion was made by Rowland, seconded by Schellhammer to appoint Nina Taylor, Dean Thompson, Jane Regan and Mark Kuhn to a Bylaws Committee to recommend updates to the board. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD MEETING REPORT: Bohle stated that there wasn't any report at this time as the Executive Committee had not met this quarter.

INSURANCE RENEWAL: Howe updated the board on the UERPC insurance renewal which is now every January versus every August. The organization has also moved to working with Wellmark.

CONFERENCE ROOM: Howe informed the board that an estimate has come in for the Postville conference room potential remodeling of over $5,000. A motion was made by Frana, seconded by Taylor to submit a

request for proposals from area businesses for remodeling of the Postville conference room. No further discussion. Motion carried unanimously.

EXECUTIVE DIRECTOR'S UPDATE: Howe had prepared a director's report and sent within the board packets. She discussed the legislative event recently held in Calmar, new work and personnel changes within each of the offices and the fact that she would be visiting with the new directors in the upcoming weeks.

FLOOR ITEMS: No additional floor items were discussed.

NEXT MEETING: The next meeting is scheduled for Thursday, April 21, 2016.

ADJOURNMENT: Motion by Taylor; seconded by McCartney to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 5:36 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

/s/ Diana Johnson, Recording Secretary