



Ancillary Board of Directors Meeting Minutes

Date: October 12th, 2015

Time: 6:30pm – 8:00pm

Location: Trepaniers BackYard Grill & Bar
838 East Johnson Street
Fond du Lac, WI 54935

Present: John Schnorr, Dan Bergin, Mike Diermeier, Jeff Lohry, Jerry Stephens

Absent: Cotty Barrett, Tim Duenkel, Marty Coopman

Meeting called to order at: 6:43pm

1. Discussed Standard Operating Procedures for Meeting.
 - a. Ground rules and reasons for these ground rules were reviewed.
2. Agenda Review.
 - a. Agenda was reviewed as received.
3. Operational Items.
 - a. Minutes – Secretary reminded of duties involved.
4. Old Business.
 - a. Banking Update.
 - i. Update not available as treasurer was not available.
 - ii. Contact has been made with US Bank in West Bend.
 - iii. Articles of incorporation, Federal Tax ID Number, and \$100 provided to treasurer to set up new accounts.
 - iv. President will not have access to bank accounts.
 - v. Any expenditure over \$250 will need approval.
 - b. New P.O. Box has been established in Fond Du Lac, WI.
 - c. Current board has been notified of park project moving to Marinette County.

- d. BOD meeting with current BOD to be held at end of October.
- e. Phase 2 committee meeting to be held 10/15/15.
- f. Contact has been made with interested parties in regards to the move to Marinette County.
- g. Prior contractors asked for feedback on the failure in Forest County.
 - i. Primary reason cited was location.
 - ii. Unprofessionalism of Forest County Board also identified as a major contributing factor.
- h. Laona State Bank accounts in process of being closed.
- i. Marinette County has requested more current information on projected attendance numbers, and this is being provided.

5. New Business.

- a. Marinette County has received the Park Development & Volunteer Training Budget Proposal.
- b. Ancillary Board of Directors Meetings Schedule.
 - i. Meetings will occur on the second Monday of each month at 6:30pm.
- c. 2015-2016 Annual Report.
 - i. To be paid for by WOHVA.
 - ii. President will give report to VP to be published.
- d. Discussed need for new business cards.
 - i. Not required at this time.
- e. Website needs to be updated based on board changes.
- f. Discussed creation of new display.
 - i. No decision reached on need.
- g. WOHVA has committed to \$2,850 (to be paid directly by WOHVA) for the following items:
 - i. Annual Report.
 - ii. New Display.
 - iii. Business Cards.
 - iv. Promotional Mailers.
- h. Transfer of financial authority.
 - i. PayPal – Cotty Barrett.
 - ii. Banking – Tim Duenkel.
- i. Annual Membership timeframe will now be January to December each year.
- j. Jerry Stephens named membership director.
- k. Discussed current Charter VIP Pass holders.
 - i. May not be able to honor them as they were a commitment by Forest County.
- l. LRB105 stick legislation information provide to Marinette County.
- m. DNR has 2 open positions on the NRB in Parks and Recreation.
- n. SOP's will be formalized and controlled by Mike Diermeier.
 - i. Specifics of each SOP to be provide to Mike Diermeier.
- o. President requested that all board members review the by-laws.

6. Adjournment

- a. Next Meeting November 9th at Trepaniers Backyard Grill and Bar at 6:30pm.
- b. Motion to Adjourn by Jerry Stephens, second by Mike Diermeier.

Meeting Adjourned at: 8:00pm

Respectfully Submitted,

Michael Diermeier
Secretary