



Special COG Meeting Minutes
April 27, 2023

Members present:

Members present by phone/Zoom: Commissioner Richard Mahar, Commissioner Arne Mortensen, Commissioner Dan Cothren, Councilor Sue Marshall

Members absent: Commissioner Lori Zoller

Alternates present: none

Staff present: Mike Reardon, Claire Steiner, Monty Hansen, Karen Wolfe

Advisory Council member present: none

Visitors present: AAADSW Staff member Alison Luzader

The meeting was called to order at 1:01 p.m. by Commissioner Mahar.

The Pledge of Allegiance was recited.

1. Agenda Review: Commissioner Mahar noted that we want to make sure we are in compliance with the Open Public Meetings Act. Karen added that the agenda as published in the newspapers the week of April 17th was subsequently amended (at the request of our bank) to separate each bank action into separate resolutions: # 2023-2 Check Signers, #2023-3 Account Validators, and to add #2023-4 Investing Officers. The public notice posted at each AAADSW office and on AAADSW's website 48 hours prior to the meeting contained the amended agenda items.

2. Public Comment (3-minute limit): None. Karen introduced AAADSW Staff member Alison Luzader.

3. Introduction of Fiscal Manager Claire Steiner

Mike thanked the COG for taking the time to attend this special meeting and appreciates the efforts to comply with the OPMA. As per the COG bylaws, the COG has final approval of hiring and firing of the Fiscal Manager. Mike asked for the COG's approval of Claire Steiner as Fiscal Manager.

Commissioner Cothren moved to approve Claire Steiner as AAADSW's Fiscal Manager. Councilor Marshall seconded. Motion carried.

4. Resolution #2023-2 to update the authorized bank account check signers for AAADSW's bank accounts.

Claire introduced the Resolution to remove former HR Manager Tom Rothengass as a check signer and add HR Manager Shari Moore as a check signer.

Councilor Marshall moved to approve **Resolution #2023-2**, updating the authorized bank account check signers for AAADSW's bank accounts to remove Tom Rothengass and add Shari Moore. Commissioner Mortensen seconded. Motion carried.

5. Resolution #2023-3, to update the authorized bank account validators for AAADSW's bank accounts.

Claire explained that the bank account validators need to be updated by adding herself, continuing Matt and removing Monty as bank account validator.

Commissioners Cothren and Mortensen moved to approve **Resolution 2023-3**, updating the authorized bank account validators for AAADSW's bank accounts by adding Claire Steiner, continuing Jon Matt Gustofson and removing Monty Hansen. Councilor Marshall seconded. Motion carried.

6. Resolution #2023-4, to update the authorized investing officers for AAADSW's bank accounts.

Claire explained the resolution to update the banking investors by adding herself and removing Monty.

Commissioner Mortensen moved to approve **Resolution 2023-4**, updating the authorized investing officers for AAADSW's bank accounts by adding Claire Steiner and removing Monty Hansen. Councilor Marshall and Commissioner Cothren seconded. Motion carried.

7. Good of the order. Councilor Marshall thanked Monty for his service and wished him well in his retirement. Monty thanked the COG for their service to the Agency over the years. Commissioner Mahar noted that Claire has big shoes to fill and Councilor Marshall that Claire has the COG's support. Commissioner Cothren thanked Mike for making the time to enact these resolutions via this Special COG meeting.

Adjourn. There being no further business, the meeting was adjourned at 1:11 p.m.