



Lumberjack Resource Conservation & Development Council, Inc.

Serving the Wisconsin Counties of Florence, Forest, Langlade, Lincoln, Marinette, Menominee, Oconto, Oneida, Shawano, and Vilas

Minutes – Executive Committee

Date: 4/8/2025

Location: Lumberjack Admin Office

Present: Wayne Plant, Arlyn Tober, Bob Mott, Coleman Kaiser, Rosie Page, Tracy Beckman

1. Call to Order – The meeting was called to order at 10:05am by Wayne Plant
2. Approve Agenda- Motion by Mott/Tober to approve the agenda as presented. Motion carried.
3. FIA Items
 - a. Cell Phone Use proposed policy updates – The committee reviewed the proposed policy change and on a motion by Mott/Tober, recommend it to be sent to the full council for review/vote at their 4/24/25 meeting. Motion carried.
 - b. Per Diem proposed policy updates – The committee reviewed the proposed policy change and on a motion by Mott/Tober, recommend it to be sent to the full council for review/vote at their 4/24/25 meeting. Motion Carried.
 - c. FIA/CFI Program updates/news – Coleman Kaiser gave the update explaining that the CFI program is no longer supported at the federal level due to budget cuts. WDNR might take this on themselves. We'll know more in May.
4. Discussion regarding April Exec Committee Elections & Vacancies – The committee discussed the process of voting on At Large nominations. Page suggested contacting employees and asking them if they have any ideas of who might be a good candidate to be nominated to fill the two At-Large vacancies. Beckman will send an email to staff. It was noted that the meeting on 4/24 should follow procedure as such...
 - a. Vote on any continuing at large nominees
 - b. Vote on any new at large nominees
 - c. Hold elections for Executive Committee officers from those present in the order as follows...

President, Vice President, Secretary, Treasurer

If those currently holding the positions are unchallenged, there does not need to be a ballot. If more than one person is nominated for an officer position, then members will receive a ballot and vote.
 - d. The new President will have to not only be elected, but the members must make a separate motion that appears in the minutes in which they vote to approve them as having the authority to sign checks and perform other financial transactions on behalf of Lumberjack RCD.
 - e. If the Treasurer position changes hands, members must make a separate motion that appears in the minutes in which they vote to approve the new Treasurer as having the authority to sign checks and perform other financial transactions on behalf of Lumberjack RCD.
 - f. The new officers will take over their duties at the July 2024 meeting
5. Audit Letter – Beckman explained that only council members in attendance and eligible to vote will receive a printed copy of the 2023 audited financial statements as well as a copy of the deficiency letter from Kerber Rose. Members must then vote to 1) accept the 2023 audited financial statements and 2) acknowledge receipt of the deficiency letter and vote to accept the letter and acknowledge the inherent risks involved with an organization our size.

6. Capitalization Policy Change to \$3,000 - The committee reviewed the proposed policy change and on a motion by Mott/Tober, recommend it to be sent to the full council for review/vote at their 4/24/25 meeting. Motion carried.
7. 2025 Proposed Budget – Members reviewed the proposed budget and noted that there should be two motions at the meeting on 4/24... 1) approve the 2025 proposed budget (column 1 in blue) and 2) approve the full 3/31/2025 Treasurer's report with 3/31/2025 budget update (column 2.)
8. Payroll Update – Beckman relayed the research she's been doing on finding a company to process our payroll. She will know more in May.
9. Review/Approve 1/29/2025 Council Meeting Agenda @ Eagles in Merrill – Members discussed the agenda. Beckman will make a couple changes and then post all documents on the website and email members the updated agenda.
10. Adjourn – Plant adjourned the meeting at 12:45am. The next Executive Committee meeting will be at 10am on 7/17 at the Lumberjack Office.

Submitted by Tracy Beckman for Secretary Alyn Tober.
4/8/2025