



## Approved Meeting Minutes

October 17 & 18, 2024, 8am-5pm Best Western, Tomah Wisconsin

### CALL TO ORDER

Scheduled meeting of the WRLCA State Board, held at Best Western in Tomah Wisconsin on October 17<sup>th</sup> & 18<sup>th</sup>, 2024, called to order at 8:22 a.m. by, President, Jason L Johnson.

**MEMBERS NOT IN ATTENDANCE:** none. Lisa, Carrie, Leanne, Kayla, Eric, Frances were all in attendance.

**PLEDGE OF ALLEGIANCE;** All rise and please remove your hats.

**UNFINISHED BUSINESS;** Swearing in of Committeeman Frances Smidt.

- a) Approval of Agenda **Motion Made by Lisa R, second, motion passed unanimously.**
- b) Approval of meeting minutes from July 9 & 10 meeting, Rothschild, WI. **Motion made by Leanne to approve the minutes. 2nd. Frances abstained. Motion passed.**
- c) Approval of meeting minutes from Oct. 7<sup>th</sup>, 2024, Zoom meeting. **Motion made by Leanne to approve the minutes. Second, the motion passed unanimously.**
- d) Complete Officer's Training. Documentation to be sent to National. **Officer training is completed. Documentation prepared and mailed to National as required.**
- e) Follow up on the 4 Longevity Awards that were taken to be delivered. Completed? **All but one were delivered. A member had passed away prior to delivery.**
- f) Property inventory taken. The board was provided a copy. All the board will be signing for the property items in their possession at this meeting now that the correct numbers are documented. **Inventory was taken, updated list was provided. The Financial review committee requested more information after their review. Revisit in January.**
- g) Parliamentary discussion. **Scott Mueller was appointed by the President with support of the board.**
- h) Accounting/Audit. The information was just provided to the Secretary/Treasurer. If there are any details, they will be provided by the meeting. **The secretary has been provided information regarding a company for an audit. Will report back in January.**
- i) The board responded to an appeal, no further action.
- j) All LM reports are filed for the state. One county untimely.  
**MEETING BREAK RESUMED AT 200 PM**
- k) Secretary phone discussion. (carry over from previous meeting) **Table until January.**
- l) Band app discussion. We set up an account to use for communication among board for better knowledge of availability etc. Continue or remove? **Table for January**

### NEW BUSINESS

- a) Board territory. **Established, new map and spreadsheet to be emailed.**
- b) Board policies/update. **Tabled until January.**
- c) Payroll issues. **Discussed and addressed concerns. No further discussion.**
- d) Rural Academy supplies. **Frances will coordinate supplies. New 1187's will be emailed.**  
**THE MEETING ADJURNED UNTIL 815 AM ON OCT 18TH.**

- e) Spring Conference Discussion. Discussed plans for speakers, meals, schedule, meeting, travel, and registration. March 8&9, 2025 Wausau-Rothschild, WI
- f) Fall Regional discussion. Discussion as to how to increase participation without excessive costs. Social media was introduced, tabled until January.
- g) State Convention Committee(s) discussion and appointment. Preliminary discussion and placement discussed, to be reviewed at Jan Meeting, letters will then be sent.
- h) 2027 State Convention. The board reviewed two contracts for Oneida and Tundra Lodge. Oneida is currently favored unless the Tundra Lodge can remove fees. Lisa contacting.
- i) Website discussion. Tabled until January.
- j) Digital record keeping. Tabled until January.
- k) Discontinue using zip pouches for new hires at academy discussion.
- l) Discontinue sending prepaid envelopes to academy for 1187 discussion. Having academy instructors pay postage was suggested. Pouches will be used for anniversary. State will continue paying for postage.
- m) Financial Review, many states use this committee as the auditor's vs hiring an outside entity.
- n) Employees must close po box within a week of vacating their position and forward their mail to the newly elected officer.
- o) Board vote to allow E.K to pay a \$805 bill. Three yes, 4 no. Failed.

#### ADDITIONAL BUSINESS:

Next Board meeting is scheduled for January 7-8, 2025, at the Sheraton Milwaukee Brookfield Hotel, Brookfield WI 53005.

**ADJOURNMENT:** President Johnson called for any further business, none being heard, meeting at 449 pm.

  
Secretary Treasurer

January, 7th, 2025

Date of approval