



**To:** GIPAW Membership  
**Date:** Friday, June 9, 2006  
**Re:** GIPAW BOD Meeting Minutes

A meeting of the Governmental Information Processing Association of Wisconsin Board of Directors was held on 6/9/2006. The meeting was held at the Waupaca County Courthouse Building.

**OFFICERS:**

Chairperson;  
Joe Sommers 2007  
City of Muskego  
(262) 679-4150  
[jsommers@ci.muskego.wi.us](mailto:jsommers@ci.muskego.wi.us)

Vice Chairperson:  
Tim Ullman 2008  
Door County  
(920) 746-2304  
[tullman@co.door.wi.us](mailto:tullman@co.door.wi.us)

Treasurer: 2008  
L. Allen Mundt  
Waukesha County  
(262) 970-4757  
[amundt@waukeshacounty.gov](mailto:amundt@waukeshacounty.gov)

Secretary:  
Todd Demers 2007  
Polk County  
(715) 485-9220  
[toddd@co.polk.wi.us](mailto:toddd@co.polk.wi.us)

**BOARD MEMBERS:**

Howard Mezera 2006  
Calumet County  
(920) 849-1456  
[howard@co.calumet.wi.us](mailto:howard@co.calumet.wi.us)

Jim Pike 2007  
City of Antigo  
(715) 623-3633 ext 122  
[jpike@antigo-city.org](mailto:jpike@antigo-city.org)

Mike McGinnis 2006  
Washington County  
(262) 335-4486  
[Mike.McGinnis@co.washington.wi.us](mailto:Mike.McGinnis@co.washington.wi.us)

Bob Reath 2008  
Waupaca County  
(715) 258-6235  
[reath@co.waupaca.wi.us](mailto:reath@co.waupaca.wi.us)

Mark Beveridge 2006  
City of Fond du Lac  
(920) 929-3229  
[mbeveridge@ci.fond-du-lac.wi.us](mailto:mbeveridge@ci.fond-du-lac.wi.us)

**BOD MEMBERS PRESENT:**

Joe Sommers Tim Ullman Mike McGinnis Allen Mundt  
Todd Demers Howard Mezera Bob Reath

**BOD MEMBERS ABSENT:**

Jim Pike, Mark Beveridge

**CALL TO ORDER:**

10:07AM by Joe Sommers, Chairman

**REVIEW CURRENT MEMBERSHIP LIST:**

Joe got a member list from past Treasurer

Al produced a 2006 member list from the paperwork he receives and handed over to Tim Tim to create 2006 member list in .PDF format and hand out at July Regular Meeting in Waupaca on July 20<sup>th</sup>

Mike agreed to send it out on our GIPAW ListServ and on our GIPAW Website - Members

**REVIEW LISTSERV STATUS AND USERS:**

Joe made changes to ListServ and all agree that we continue using it as a tool of communication

**REVIEW JULY 19 / 20 REGULAR MEETING:**

July 19 / 20<sup>th</sup> Regular GIPAW Summer Conference will be at the Baymont in Waupaca Eric L. from Berbee, will host the kickoff for the conference, but there will be no boat ride this year. However, there will be a 90 minute session on Wednesday Night and some refreshments afterward. Look for a flyer to be sent to all member within the next week Joe will post event on GIPAW web site and on ListServ

**TREASURER REPORT:**

Al gave detailed report of income and expenses  
Motion by Bob to accept Treasurer's Report  
Second by Mike  
Unanimous

**WEBSITE UPDATE STATUS:**

Jim has agreed to updating and maintaining the current website for now  
We will continue to use current GIPAW website until the new site is established  
Mark is negotiating the hosting of the new website with Wisnet (not WiscNet)  
Cost of migrating current data and hosting new GIPAW website not to exceed \$2,500  
All GIPAW Board member will maintain the new GIPAW website after it is setup

**ANNUAL FALL CONFERENCE REVIEW:**

Fall conference is October 4, 5, and 6<sup>th</sup>, 2006 at Hotel Mead in Wisconsin Rapids.  
Discussed cost of setting up conference – Mark and Dave Hayden will work on this  
Mark to get mass mailings out for conference  
Tim suggested giving away shoulder bags or brief cases like we did in 2004

**DET / TLC REPORT:**

Howard gave his TLC report on new Data Center in Madison – it has approximately 170 staff  
The Center downtown Madison will act as a back center  
State is in their final stages of the RFP for Anti-Virus, SpyWare, Anti-Spam applications to share with all levels of government

Bernie gave his DEG report on activities at the State level.  
State is losing 58 positions, as of June 30, 2006  
New policies are being drafted to handle server consolidations and to control how service calls come into the State

**SURVEY UPDATE:**

Joe stated we do have the Salary Survey completed on Survey Monkey and that can be downloaded if desired.  
GIPAW BOD agreed to enter into another year of service with Survey Monkey (annual service fee)

**FINALIZED MEMO TO GIPAW MEMBERSHIP – FINANCIAL STATUS:**

Joe and Al drafted a memo for our GIPAW membership, detailing our financial status.

Motion by Al to have a letter, in .PDF format, from the GIPAW Board of Directors, Chairperson.

This letter shall give the current financial status of the GIPAW organization and appear on the GIPAW ListServ

Second by Tim

Unanimous

**REVIEW TRANSFER AND STATUS OF TREASURER'S RECORDS:**

All documentation was handed over to Al to sort and compile information that would display the activities our the GIPAW funds and transactions. Al completed the audit and compiled a report with timelines and dollar balances.

**STATUS OF FINANCIAL AUDIT:**

Discussion took place on how to proceed with investigation of missing funds from GIPAW's treasury  
Al compiled documentation, describing the loses incurred up to June 6, 2006

Motion by Tim that all outstanding moneys shall to be paid back as soon as possible, including lost interest

Second by Al

Unanimous

Motion by Todd that Al turn over all evidentiary documentation to the Wisconsin Rapids Police Department for prosecution

Second by Tim

Unanimous

Al agreed to meet with Wisconsin Rapids Police Department Detective to hand over documentation after BOD meeting

**REVIEW FORM 1040 FOR NON-PROFIT CERTIFICATE AND TIMELINE:**

Joe stated that GIPAW is already Tax-Exempt

Motion by Al to approve up to \$250 – to meet with Records Board – to instruct us on how to keep our financial books – have accountant review our books and direct our actions

Second by Mike

Unanimous

**OLD BUSINESS:**

Joe asked if we would move to establish a permanent email address for the GIPAW organization

Motion by Tim to pay annual fee, not to exceed \$500, for a Pos Office mailbox out of Madison with mail-forward capabilities

Second by Howard

Unanimous

**NEW BUSINESS:**

Al incurred \$43.11 in expenses during data audit.  
Motion by Todd to pay Al \$43.11 for his expenses  
Second by Bob  
Unanimous

Motion by Mike to give Al a \$100 Gift Certificate for his time and service in collecting and reporting on GIPAW Financials.  
Second by Todd  
Unanimous

Motion by Mike to have GIPAW BOD lunches purchased by GIPAW Funds  
Second by Al  
5 Yes  
2 No Tim and Joe opposed  
Motion passes

**NEXT MEETING**

**August 16, 2006 in Waupaca – 10AM (this is a change from the earlier August 25<sup>th</sup> date)**

**ADJOURN**

Motion by Todd  
Second by Howard  
Unanimous - 12:55PM