

Minutes

Wednesday, February 19, 2025

10:00 a.m.

Safe Home 320 W. 3rd St

Commissioners present: Tiffany Butler, Tyler Klatt, Cole Robbins, and Gerald Beninga. Also present were Meredith Jarchow, Shannon Hemenway, Joy West, Jamie Dozark, and Lori Montis.

- I. Approval of Agenda
Motion by Beninga, seconded by Klatt to approve the agenda/ Unanimous Vote to Approve
- II. Special Business
 - a. Election of Chair
Butler nominated Robbins, seconded by Klatt/ Unanimous Vote to Elect Robbins as Chair
 - b. Election of Secretary/Treasurer
Beninga nominated Klatt, seconded by Robbins/ Unanimous Vote to Elect Klatt as Secretary/Treasurer
 - c. Appoint Meredith Jarchow as Executive Director
Motion by Butler, seconded by Klatt/ Unanimous Vote to Appoint Meredith Jarchow as Executive Director
- III. Public input for items not on the agenda
There was no public input
- IV. Minutes
 - a. November 20, 2024 HRC meeting
Motion by Beninga, seconded by Klatt to approve the November 20 minutes/ Unanimous Vote to Approve
- V. Bills and Communications
 - a. MC HRC Account Balance as of 2/7/2025: \$27,065.65
 - b. Financial Report (10-2024; 11-2024; 12-2024)
Jamie Dozark gave an update on the financials, mentioning that there was nothing out of the ordinary. The recent HVAC and water heater repairs were mentioned.
Motion by Robbins, seconded by Beninga to accept the financial report/ Unanimous Vote to Approve
- VI. Old Business
 - a. Legal Professional Services Agreement
Meredith Jarchow presented the engagement letter from Cadwell, Sanford, Deibert, & Garry LLP to assist the HRC in the liquidation and dissolution of the Safe Home Limited Partnership. The estimated cost to retain their services is between \$2,000-\$3,500, with the final cost dependent on the total time needed. Jarchow recommended approval for the chair to sign the agreement and any other documents necessary to the legal services agreement.

Motion by Beninga, seconded by Robbins to approve the chair to sign the agreement/
Unanimous Vote to Approve

VII. New Business

a. Commissioner Terms

Commissioner Terms were discussed briefly, as the question of when terms were expiring was discussed prior during the elections of Chair and Secretary/Treasurer.

VIII. Adjourn

Motion by Klatt, seconded by Robbins to adjourn/ Unanimous Vote. The meeting adjourned at 10:13 a.m.