

Robert Hullman Time Detail											
Weekday	Date	8am-9am	9am-10am	10am-11am	11am-12pm	12pm-1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-4:30pm	4:30pm-5pm
Monday	12/1/25	Check emails, work with time clocks/check accounts	Upload information to Beasley Portal	Meeting with Nuweh	Work with Christina on submitting payroll	Lunch	check and respond to emails	move offices/go through paper work		check and respond to emails	
Tuesday	12/2/25	check and respond to emails/check accounts	WIPFLI on site for Sage			Lunch	respond to emails	Budget Meeting with EC			
Wednesday	12/3/25	check and respond to emails/check accounts	EC Meeting			Lunch	WIPFLI on site for Sage			respond to emails	Talk with Misty about KBOD
Thursday	12/4/25	check and respond to emails/check accounts	WIPFLI on site for Sage			Lunch	Meeting with Kathy	WIPFLI on site for Sage			Talked with James over Budgets
Friday	12/5/25	check and respond to emails/check accounts	Budget with Boys and Girls Club		Budgets and Emails	Lunch	Budget meeting with EC	Meeting with EC Manifest	Meeting with EC	respond to emails	
Monday	12/8/25	check and respond to emails/check accounts	Walk through the Rock Building	Work with Accounting	Approve QuickBooks Payment	Lunch	Meeting with Steve 501C	Talked with Christina over Sage	Check Bank accounts/reports	check and respond to emails	
Tuesday	12/9/25	check and respond to emails/check accounts	Org Chart with Crystal	Meeting with EC and Cintas	Meeting with EC	Lunch	Budget meeting with EC	Budget Meeting with EC	Budget Meeting with EC	respond to emails	
Wednesday	12/10/25	check and respond to emails/check accounts	EC Meeting	EC Meeting	Travel to Dubuque Iowa						
Thursday	12/11/25										
Friday	12/12/25	Visit Dubuque and Clinton Iowa. Meet with reps from City of Dubuque, Iowa Natural Heritage Foundation, Land Justice Future Sisters									