



Minutes of Newcap, Inc. Board of Directors

June 8, 2017 – 12:00 p.m.

Oconto City Hall – Multi-purpose Room, 1210 Main Street, Oconto, WI

1. **CALL TO ORDER:** Meeting called to order at 12:05 p.m. by Vice-Chairperson Sandy Polarek.
2. **DISCUSSION OF AGENDA:** Change to the agenda under Approval of Minutes and New Business a) change to Employee Handbook from Financial Procedures Manual.

3. **ROLL CALL:**

**Present:** Bubb, DeWitt, Dillinger, Feller Gottard, Genrich, Hoslet, Johnson, McKenzie, Pederson, Polarek, Sauve, Thompson, Van Pembroke, and Withers.

**Excused:** Berg, Brock, Carper, Champion, Honish, Hoppe, Londo, and Reinhart.

**Absent:** Brunette.

**Staff Present:** C. Detrick, Barlament, Bushman, Ratzburg, Zielinski, Filz, Wiesner, and Hannigan.

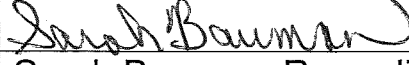
**Guests:** Stephanie Cavadeas, Wipfli.

4. **INTRODUCTIONS:** New Board member nominee, Perry Crozier. All homeless grants require that we have a Board member that has been homeless. He has been part of the permanent supportive housing program.

5. **APPROVAL OF AGENDA:** Motion made to approve the agenda with the changes by Sauve. Second by Dillinger. Carried.
6. **APPROVAL OF MINUTES:**
  - A. Board of Directors – 4/13/17 – Motion made to approve by Bubb. Second by Thompson. Carried.
  - B. Finance Committee – 5/25/17 – Motion made to approve by Sauve. Second by DeWitt. Carried.
  - C. Personnel Committee – 4/13/17 – Polarek was present at this meeting and needs to be added to the minutes. Motion made to approve by Thompson. Second by Johnson. Carried.
7. **FINANCIAL PRESENTATION:** Brandon Daul was made Account Manager. CHS is still understaffed and Weatherization was also down with their staff. Marketing is a new category in the budget. It used to be considered Communication. Motion made by Bubb. Second by Thompson to be accepted and put on file. Carried.
8. **CONSENT AGENDA:** List of contracts and grants entered since January 1, 2017. A list of new contracts and grants will be provided at each Board meeting. A motion was made Genrich. Second by Hoslet to accept and put on file. Carried.
9. **OLD BUSINESS:** None.
10. **NEW BUSINESS:**
  - A. Employee Handbook. Accept changes. New policies in accordance to laws. Motion made by Thompson. Second by Bubb. Carried.
  - B. Audit Presentation – Wipfli. Tested five programs. Plan to cover the \$523,000 that we won't get next year from advance payments. We own a lot of properties and are real estate rich. Motion made by Hoslet. Second by DeWitt to accept and put on file. Carried.

C. Disaster and Executive Succession Plans Presentation. Motion made by Johnson. Second by Dillinger to accept and put on file. Carried.

11. **CEO REPORT:** Trump's budget is ugly for our people. We need to speak to our legislators individually. County boards will be asked to pass resolutions in support of CSBG and CDBG to present to legislators. Shawano County has already done CDBG support resolution. If we wouldn't be doing our programs, then the counties would have to do it. As of January 1, 2018, one third of the Board has to be low-income themselves, they can't represent low-income. We are working with WISCAP and state legislators to double funding for skills enhancement (*Steps to Success*) and jobs/business development (*Create Your Own Opportunities*) across the state. The City of Oconto applied for community development block grant-public facilities for us for the new building. CEO will be meeting with legislators and regulators in Washington DC in July for National Association to End Homelessness. Rainbow House is moving by July 1, 2017. Board information will be on the new website, so the Board can see everything on the website and be able to print it out also.
12. **PUBLIC COMMENTS:** July 14, 2017 at the Meyer Theater in Green Bay; Let Be Frank Productions is putting on "Getting Pickled in Oconto, Bond Style," a musical regarding the Bond Pickle Factory. Newcap will receive \$10 of each ticket sold on opening night. You can go to [ticketstaronline.com](http://ticketstaronline.com). Rock the Block in Oconto is August 12, 2017 (part of the Community Revitalization program).
14. **ADJOURN:** Motion made by Genrich to adjourn. Second by Pederson. Carried.

Sandy Polarek, Vice Chairperson

Sarah Bauman, Recording Secretary