

Minutes of NEWCAP, Inc. Board of Directors
August 8, 2013 - 12:30 p.m.
Oconto Municipal Building – Multi-Purpose Room

1. **CALL TO ORDER**: Meeting called to order at 12:30 p.m. by Board Chairwoman Carper.
2. **DISCUSSION OF AGENDA**: Add approve acceptance of RHD grant (\$77,000) grant as Item B under NEW BUSINESS.

3. **ROLL CALL**:

Present: Carper, DeWitt, Mosley, Berg, Brunette, Bubb, Dillinger, Doeren, Hamilton, Honish, Hoppe, Hoslet, Klimoski, Londo, Moeller, Polarek, Rayala, Rebman, Reinhart, Sauve, Starszak, Van Pembroke, and Withers.

Excused: Champion, McKenzie, and Johnson.

Absent: Zeller.

Staff Present: Koller, Johnson, Shamburek, Ratzburg, Filz, Anderson, Scheffen, and Seefeldt.

Guests: None.

4. **INTRODUCTIONS**: Katie Scheffen, NEWCAP Mobility Manager.
5. **APPROVAL OF AGENDA**: Motion made by Van Pembroke to approve the agenda as amended. Second by Mosley. Carried.
6. **APPROVAL OF MINUTES**:
 - A. **Board of Directors (Mailed)**: Motion made by Rebman to approve the June 13, 2013, Board of Directors minutes. Second by Rayala. Carried.
7. **COMMITTEE REPORTS**:
 - A. **Bylaws Reviewing Committee (7/31/13)**: The revised bylaws were distributed. Board members were asked to review them prior to the October meeting, at which time it will be on the agenda for approval. Hamilton requested a copy illustrating the changes made. Copies will be mailed with the next agenda.

8. **REPORTS**: Informational.

- A. **May 2013 Financial/Program Reports**
- B. **June 2013 Financial/Program Reports**

9. **EXECUTIVE DIRECTOR’S REPORT**:

Mr. Koller explained the Rental Housing Development (RHD) grant and its use for the Oconto Falls duplex project. He announced that NEWCAP’s Weatherization Program is hopeful they may receive additional unspent dollars from other Weatherization Programs of the State from the last contract. He then said Ken DePouw of Oconto Housing Management Services offered NEWCAP the opportunity to manage rental units; but after analyzing the project, it was determined not to be a viable project.

Jaime Johnson, Special Programs Director, gave an update on the Village on Water; and Katie Scheffen, Mobility Manager, distributed and reviewed the 2013 Needs Assessment.

Mr. Koller noted he has sent numerous requests over the years to Oneida County, asking them to appoint a public representative to serve on the Board. He continues not to receive a response.

Jen Waloway, Community Health Services Director, explained the upcoming move from St. Germain to Eagle River and noted NEWCAP will still have a presence in Florence County.

10. **OLD BUSINESS**: None.

11. **NEW BUSINESS**:

- A. **Approve 2013 Needs Assessment**: Motion made by Klimoski to approve the Needs Assessment. Second by Hamilton. Carried.
- B. **Approve acceptance of RHD grant (\$77,000)**: Motion made by Klimoski to approve the grant. Second by Berg. Carried.

12. **ANNOUNCEMENTS**: Carper announced that most of the counties will be receiving additional energy assistance funds.

13. **PUBLIC COMMENTS**: None.

14. **ADJOURN**: Motion made by Sauve to adjourn. Second by Berg. Carried.

jls

Chris Carper, Chairwoman

Jenny Seefeldt, Recording Secretary