

Minutes of NEWCAP, Inc. Board of Directors  
December 12, 2013 - 12:30 p.m.  
Oconto City Hall – Multi-Purpose Room

1. **CALL TO ORDER**: Meeting called to order at 12:30 p.m. by Board Vice Chairman Mosley.
2. **DISCUSSION OF AGENDA**: None.
3. **ROLL CALL**:

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

**Excused**: Carper.

**Absent**: Zeller.

**Staff Present**: Koller, Johnson, Shamburek, Ratzburg, Bushman, Filz, and Seefeldt.

**Guests**: Pete Johnson and Frieda Manti.

4. **INTRODUCTIONS**: Guests and Carol Pederson (potential Board member).
5. **APPROVAL OF AGENDA**: Motion made by Rayala to approve the agenda. Second by Johnson. Carried.
6. **APPROVAL OF MINUTES**:
  - A. **Board of Directors (Mailed)**: Motion made by Champion to approve the October 10, 2013, Board of Directors minutes. Second by Bubb. Carried.
  - B. **Board of Directors – ANNUAL (Mailed)**: Motion made by Hoppe to approve the October 10, 2013, ANNUAL Board of Directors minutes. Second by Dillinger. Carried.

7. **COMMITTEE REPORTS:**

- A. **Personnel Committee - 12/12/13:** Hoppe announced Polarek was elected as Personnel Committee Chairwoman, and Hamilton was reelected as Vice Chairman. Hoppe then announced that after discussing Mr. Koller's 2013 performance, the Committee approved and recommends to the full Board a \$15,000 contribution into his retirement account, along with a 3% salary increase, which is the same as last year. Motion made by Hoppe to approve the recommendation and Committee report. Second by Starszak. Carried.

8. **REPORTS:** Informational.

- A. **September 2013 Financial/Program Reports**  
B. **October 2013 Financial/Program Reports**

9. **CEO'S REPORT:**

Mr. Koller gave an update on the Oconto Falls Duplex project, distributed a handout regarding food pantries/meal sites/shelters, and discussed WETAP (car loans). Mr. Koller also talked about the challenges of the SHP grant.

Jaime Johnson, Special Programs Director, gave an update on the Village on Water.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:**

- A. **Approve seating Carol Pederson as a public sector Board member:** Motion made by Rayala to approve seating Pederson. Second by Berg. Carried.
- B. **Approve renewal of Joyce Bubb's Board term (5 years):** Motion made by Klimoski to approve the renewal. Second by Hoppe. Carried.

12. **ANNOUNCEMENTS:** A moment of silence was taken for former Board Chairman Claire Trepanier, who recently passed.

13. **PUBLIC COMMENTS:** None.

14. **ADJOURN:** Motion made by Polarek to adjourn. Second by Bub. Carried.

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Chris Carper, Chairwoman

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Jenny Seefeldt, Recording Secretary