

Minutes of NEWCAP, Inc. Board of Directors
February 13, 2014 - 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 Secretary McKenzie.
2. **DISCUSSION OF AGENDA**: None.
3. **ROLL CALL**:

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

Excused: Klimoski, Johnson, Londo, and Mosley.

Absent: Champion.

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

Guests: None.

4. **INTRODUCTIONS**: None.
5. **APPROVAL OF AGENDA**: Motion made by Rayala to approve the agenda. Second by Hoppe. Carried.
6. **APPROVAL OF MINUTES**:
 - A. **Board of Directors (Mailed)**: Motion made by Rebman to approve the December 12, 2013, Board of Directors minutes. Second by Hoppe. Carried.
7. **COMMITTEE REPORTS**: None.
8. **REPORTS**: Informational.
 - A. **November 2013 Financial/Program Reports**

9. **CEO'S REPORT:**

Mr. Koller distributed the updated poverty index and county median income guidelines and stated that funding levels for 2014 should be good. Mr. Koller then gave an update on the Village on Water and announced that NEWCAP received another donated lot in Oconto Falls for a possible duplex project.

Lynn Ratzburg, Employment and Training Director, gave an update on her program; and Jaime Johnson, Special Programs Director, talked about the HOME Homebuyer Program.

Board member, Flo Withers, initiated a discussion about the packaging size of the frozen chickens NEWCAP receives and distributes as part of the USDA Commodities. Mostly Flo's concerns were with the possible contamination from the residue that appears on the outside of some of the packaging. Community Access Director, Amanda Anderson, noted Flo's concern and has been in contact with the State to see if it is a problem. Tentative response is that it is not a contamination issue and that food pantries are not obligated to take food items should they have such concerns.

Mr. Koller stated that the 2013 financial audit will take place in March.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:** None.

12. **ANNOUNCEMENTS:** None.

13. **PUBLIC COMMENTS:** None.

14. **ADJOURN:** Motion made by Bubb to adjourn. Second by Hamilton. Carried.

Jls

Chris Carper, Chairwoman

Jenny Seefeldt, Recording Secretary