

Minutes of NEWCAP, Inc. Board of Directors
April 10, 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 Chairwoman Carper.
2. **DISCUSSION OF AGENDA**: None.
3. **ROLL CALL**:

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

Excused: Pederson, Polarek, McKenzie, and Mosley.

Absent: Honish.

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

Guests: None.

4. **INTRODUCTIONS**: Hun Ho, NEWCAP Refugee Case Manager, in Green Bay office.
5. **APPROVAL OF AGENDA**: Motion made by Rebman to approve the agenda. Second by Berg. Carried.
6. **APPROVAL OF MINUTES**:
 - A. **Board of Directors (Mailed)**: Motion made by Hoppe to approve the February 13, 2014, Board of Directors minutes. Second by Johnson. Carried.
7. **COMMITTEE REPORTS**: None.
8. **REPORTS**: Informational.
 - A. **December 2013 Financial/Program Reports**
 - B. **February 2014 Financial/Program Reports**

9. **CEO'S REPORT:**

Mr. Koller distributed the 2014 Federal Poverty Guidelines and a form showing the TEFAP commodity delivery schedule for 2014. Mr. Koller then gave an update on the car loan program and circulated a report illustrating the progress of the program.

Hun Ho, Refugee Case Manager, talked about the services he provides to refugees in Brown County through the use of NEWCAP's CSBG funds.

Mr. Koller announced that the SHP grant was renewed at \$184,000 and reviewed how those dollars are put to use. Mr. Koller then said he met with Board Member Zeller, Village of Allouez members, and the property owner to discuss a lot that NEWCAP and Commonwealth may want to consider developing as a senior housing facility.

Mr. Koller stated that the 2013 financial audit was completed, with a presentation tentatively scheduled for the June meeting. Mr. Koller then announced that the City of Oconto would like to purchase NEWCAP's Jefferson Street duplex, in conjunction with other neighboring properties, for the location of a new jail.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:**

A. **Approve renewal of Robert Rebman's Board term (5 years):** Motion made by Hoppe to approve the renewal. Second by Starszak. Carried.

12. **ANNOUNCEMENTS:**

Carper stated that WPS utility disconnections begin on April 15.

13. **PUBLIC COMMENTS:** None.

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

Jls

Chris Carper, Chairwoman

Jenny Seefeldt, Recording Secretary