

Minutes of NEWCAP, Inc. Board of Directors
December 11, 2014 - 12:30 p.m.
Crivellos Restaurant, 818 Main Street, Oconto, WI

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, Mosley, McKenzie, DeWitt, Berg, Brunette, Bubb, Champion, Dillinger, Doeren, Hamilton, Hoslet, Johnson, Klimoski, Londo, Pederson, Polarek, Rayala, Rebman, Reinhart, Sauve, Starszak, Van Pembroke, Withers, and Zeller.

Excused: Honish, Hoppe, and Moeller.

Absent: None.

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

Guests: None.

4. **INTRODUCTIONS**: Doug Thompson and Russel Brock – potential new Board members.
5. **APPROVAL OF AGENDA**: Motion made by Rayala to approve the agenda. Second by Hoslet. Carried.
6. **APPROVAL OF MINUTES**:
 - A. **Board of Directors**: Motion made by Van Pembroke to approve the October 9, 2014, Board of Directors minutes. Second by Bubb. Carried.
7. **COMMITTEE REPORTS**:
 - A. **Personnel Committee - 12/11/14**: Polarek announced that she was reelected as Personnel Committee Chairwoman, and Hamilton was reelected as Vice Chairman. She also stated that small changes were made to the Grievance Procedure in the Employee Handbook. Polarek then announced that after discussing Mr. Koller's 2014 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 Berg to approve the recommendation and Committee report. Second by Starszak. Carried.

8. **REPORTS:**

A. **October 2014 Financial/Program Reports**

9. **CEO’S REPORT:**

Mr. Koller announced that the sale of the Jefferson Street property is now complete, gave a brief update on the Community Health Services audit, and then announced that overall agency funding should remain the same as last year.

Mr. Koller went on to discuss the success of the car loan program and announced that a three-year contract was just finalized with the Menominee Tribe...

Jaime Johnson, Special Programs Director, gave an update on the Homebuyer Program and spoke about changes in ROMA reporting.

Debbie Bushman, Housing Director, stated the true definition of “homelessness” and described the various housing programs NEWCAP offers.

Mr. Koller met with individuals from Oconto County to discuss collaborating on a new program that would offer assistance to individuals applying for disability benefits.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:**

A. **Approve seating Doug Thompson as a Private Sector Board member:** Motion made by Starszak to approve seating Thompson. Second by Hamilton. Carried.

B. **Approve seating Russel Brock as a Private Sector Board member:** Motion made by Rebman to approve seating Brock. Second by Berg. Carried.

12. **ANNOUNCEMENTS:** None.

13. **PUBLIC COMMENTS:** None.

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

jls

Chris Carper, Chairwoman

Jenny Seefeldt, Recording Secretary