

Minutes of NEWCAP, Inc. Board of Directors
February 12, 2015 - 12:30 p.m.
Crivellos Restaurant, 818 Main Street, Oconto, WI

1. **CALL TO ORDER**: Meeting called to order at 12:35 p.m. by Board Chairwoman Carper.
2. **DISCUSSION OF AGENDA**: None.
3. **ROLL CALL**:

Present: Carper, McKenzie, DeWitt, Berg, Brock, Bubba, Champion, Dillinger, Doeren, Hamilton, Honish, Hoppe, Hoslet, Londo, Moeller, Pederson, Polarek, Rayala, Rebman, Reinhart, Sauve, Starszak, Thompson, Van Pembroke, Withers, and Zeller.

Excused: Brunette, Mosley, Johnson, and Klimoski.

Absent: None.

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

Guests: Dave Roberts.

4. **INTRODUCTIONS**: None.
5. **APPROVAL OF AGENDA**: Motion made by Sauve to approve the agenda. Second by Rayala. Carried.
6. **APPROVAL OF MINUTES**:
 - A. **Board of Directors**: Motion made by Hoppe to approve the December 11, 2014, Board of Directors minutes. Second by Champion. Carried.
7. **COMMITTEE REPORTS**:
 - A. **Personnel Committee - 2/12/15**: Polarek announced that approval of Mr. Koller's Personal Services Agreement is delayed until the April meeting and that a change was made in the Work Schedule section of the Employee Handbook. Motion made by Berg to approve the Employee Handbook recommendation. Second by Honish. Carried.

8. **REPORTS:**

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

9. **CEO’S REPORT:**

Mr. Koller announced that Bubb will continue serving on the Judicare Board. He then gave an update on the Jefferson Street transition and the duplex projects in Oconto Falls. It was also stated that NEWCAP is working on an MOU with Rainbow House to utilize the upper unit of the Pecor Street house.

Mr. Koller announced that Hawkins Ash CPAs will conduct the financial audit in March and that 2015 funding is stable. He also stated that the NEWCAP food pantries are only open on Mondays and Thursdays effective February 9. Mr. Koller then stated that NEWCAP is applying for the SOAR Grant, which helps homeless individuals apply for SSI and Social Security benefits.

Jen Waloway, Community Health Services Director, gave a program overview of the services offered by her department and provided data on the number of clients served.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:**

A. **Approve renewal of Nancy McKenzie’s Board term (5 years):** Motion made by Hamilton to approve the renewal. Second by Hoppe. Carried.

12. **ANNOUNCEMENTS:** None.

13. **PUBLIC COMMENTS:** None.

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

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