Minutes of Newcap, Inc. Board of Directors

August 10, 2017 – 12:00 p.m.

Oconto City Hall – Multi-purpose Room, 1210 Main Street, Oconto, WI

1. **CALL TO ORDER:** Meeting called to order at 12 p.m. by Vice-Chairperson Sandy Polarek.
2. **DISCUSSION OF AGENDA:** Change to the agenda remove 10 d) and delete Number 12.
3. **ROLL CALL:**

**Present:**  Berg, Brock, Bubb, Carper, Crozier, DeWitt, Dillinger, Feller Gottard, Genrich, Hoslet, Londo, McKenzie, Pederson, Polarek, Reinhart, Sauve, Thompson, Van Pembrook, and Withers.

**Excused:** Champion, Hoppe, and Johnson.

**Absent:** Brunette and Honish.

**Staff Present:** C. Detrick, Barlament, Johnson, B. Detrick, Ratzburg, Filz, Hannigan, and Daul.

**Guests:**

1. **INTRODUCTIONS:** New Board member Perry Crozier.
2. **APPROVAL OF AGENDA:** Motion made to approve the agenda with the changes by Berg. Second by Reinhart. Carried.

Newcap, Inc., Board of Directors Minutes – August 10, 2017

Page 2

1. **APPROVAL OF MINUTES:**
2. Board of Directors – 6/8/17 – Motion made to approve by Van Pembrook. Second by McKenzie. Carried.
3. **FINANCIAL PRESENTATION:** Brandon went through the budgets and explained about the two new columns on the budgets. Community Health had to change their systems for billing as of March 28, 2017 for Family Planning. PSH BC – less people than expected. Real Estate - using rehab money for our rentals. New software system for accounting will save time and money. Motion made by Hoslet. Second by Berg to be accepted and put on file. Carried.
4. **CONSENT AGENDA:** List of contracts and granted entered since June 1, 2017. Motion by Brock, Second by Bubb to accept and put on file. Carried.
5. **OLD BUSINESS:** None.

10. **NEW BUSINESS:**

1. Board Development. Cheryl and Sandy Poalrek met to discuss process for board development. Board needs to know our programs and what is involved with them. Starting this meeting, members of the leadership staff will give presentations at each board meeting.
2. Jaime Johnson, VP of Real Estate – Rental Properties: We have seventeen properties and 56 units. Division of Housing and Urband Developments determines the affordable rent based on a variety of factors. Tenants only pay a percent of their income. Money from the state for improvements. Grant funds to build units is what determines the amount of rent. Affordability period depends on how much we get from the state. Project-based vouchers explanation.

Newcap, Inc., Board of Directors Minutes – August 10, 2017

Page 3

1. Val Filz,VP of Energy Services – County Furnace: Energy assistance program for people who make less than 60% of state median. This is a year round program with both nonemergency and winter referrals. 378 referrals made, 217 got referrals, 150 got replacements, and 11 nothing could be done. Paid out by state $550,214.50. WHEAP (Wisconsin Home Energy Assistance Program) – May 16 through October 30 for referrals. Most counties applicants have to go through the Health and Human Services Department. We have been managing the Forest County program for a number of years, but that may be changing. Applicants do have to be homeowners. We don’t do mobile homes heated with natural gas.
2. **CEO REPORT:**
	1. Marketing update:
		1. New marketing piece – sheets for each of the programs. We will no longer be doing the binders as the brochures will replace them. New website – tells the story of Newcap, it is designed for those who need our services, people who could refer us and potnential funders. We are there to help. Crisis, Stability, Success, Community Improvement, this is what we are about. We focus our home page on the things that keep people up at night. We have a blog – “Lights, Camera, Action!” and an events calendar plus our social media links.
	2. Headquarters: $7.7 million for the new building. We will need to fundraise and get grants for the project. Only want to indebt the organization for 1.5 million maximum.
	3. Real Estate staff moved to area where Rainbow House had been at 1201 Main Street in Oconto
	4. Open House from Green Bay Building on September 20th
	5. Open House at Cheryl’s home on August 19th.

12. **PUBLIC COMMENTS:** Crozier was pleased with the brochure and said this is something we have needed for a long time. Others on the Board also commented about the brochure.

1. **ADJOURN:** Motion made by Sauve to adjourn. Second by Berg. Carried.

**NEXT MEETING:**  October 12th, lunch at 11:30, meeting at noon. Oconto Municipal Building. Board committee scheduling will be sent out.

Newcap, Inc., Board of Directors Minutes – August 10, 2017

Page 4

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| Chris Carper, Chairperson |
| Sarah Bauman, Recording Secretary |