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Minutes of NEWCAP, Inc. Board of Directors  
February 18, 2016 - 12:30 p.m.

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

1. **CALL TO ORDER**: Meeting called to order at 12:30 p.m. by Vice Chairman Mosley.
2. **DISCUSSION OF AGENDA**: New Amended Agenda. Moved CEO report and Nepotism Policy.
3. **ROLL CALL**:

**Present**: Berg, Brock, Brunette, Bubba, Champion, DeWitt, Dillinger, Doeren, Hamilton, Hoppe, Hoslet, Johnson, Londo, McKenzie, Moeller, Mosley, Pederson, Rebman, Reinhart, Sauve, Starszak, Thompson, Van Pembroke, and Withers.

**Excused**: Carper, Honish, and Polarek.

**Absent**: Klimoski

**Staff Present**: Closed meeting

**Guests**: Pete Johnson, Carrie Guarisco

4. **INTRODUCTIONS**: Guests were introduced.
5. **APPROVAL OF AGENDA**: Motion made by Rebman to approve the agenda. Second by Berg. Carried. Motion made by Starszak to have Nepotism Policy reviewed by board in six months. Second by Johnson. Carried.
6. **APPROVAL OF MINUTES**: Motion made by Bubba to approve minutes. Second by Hoppe. Carried.
7. **COMMITTEE REPORTS**: None
8. **REPORTS**:
  - A. **December 2015 Financial/Program Reports**: Informational.
  - B. **December 2015 Statement of Financial Position**: Informational

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9. **CEO'S REPORT:**

A. Ms. Detrick discussed her first 32 working days as CEO of NEWCAP. One on one meeting with all staff, attending WISCAP, staff and board surveys. An all staff meeting will be held quarterly. There will be evaluations of staff-performance management. She talked of the three ways to enter a Non-Profit. All directors will be planning and developing budgets for each program. The auto answer phone system was removed and we are now open for lunch. Staff calendars and signs for each of the staff's door stating whether they are in the office or when they will return. Ms. Detrick would like a list of all programs to go to board members she would like each board member to pick a program and be the eyes and ears of that program within their county/city. Discussed the bylaws handout.

10. **OLD BUSINESS:** None.

11. **NEW BUSINESS:** Vice-Chairman Spencer Mosley presiding NEWCAP Board meeting asked for motion to go into closed session.

A. Motion to go into closed session made by Hoppe. Second by Doeren. Carried.

B. Roll call was taken Berg, Brock, Brunette, Bubb, Champion, DeWitt, Dillinger, Doeren, Hamilton, Hoppe, Hoslet, Johnson, Londo, McKenzie, Moeller, Mosley, Pederson, Rebman, Reinhart, Sauve, Starszak, Thompson, Van Pembroke and Withers present. All board members present voted Yes. No non NEWCAP board members were present. CEO Cheryl Detrick presented.

12. **ANNOUNCEMENTS:** None

13. **PUBLIC COMMENTS:** None.

14. **ADJOURN:** Motion made by Pederson to adjourn. Second by Van Pembroke. Carried.

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Chris Carper, Chairwoman

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Terri Nelson, Recording Secretary