

**Board Meeting Agenda**

Thursday, January 28th

6:00 PM – 8:00 PM



Zoom Link: <https://us02web.zoom.us/j/3821321842>

Time	Item	Owner
6:00-6:15 PM	<b>Call to Order</b> <ul style="list-style-type: none"> <li>Roll call and Introductions</li> </ul>	Samantha Wendt
6:15-6:20 PM	<b>Approval of 11/19/20 Meeting Minutes (Action Needed)</b>	Samantha Wendt
6:20-6:45 PM	<b>President Report</b> <ul style="list-style-type: none"> <li>Recommendation of Appointments (Action Needed)                             <ul style="list-style-type: none"> <li>George Reistad, Dane County- Public Sector</li> <li>Anna Wolfe, Waukesha County, Low Income Sector</li> <li>Kelly Ganzow, Jefferson County- Low Income Sector</li> </ul> </li> <li>Recruitment Status (<i>Roster, Membership Summary and Standing Committee's</i>)</li> <li>Summary of CAC's 2020 Rewind: 12/14/20 Awards Ceremony</li> <li>Robert's Rules – handout</li> <li>2021 Conflict of Interest, Commitments and Tech Agreement</li> <li>Appointment of Nominating Committee (Action Needed)</li> <li>Plan to review and revise Bylaws</li> <li>Next Board Orientation (TBD March 2021)</li> </ul>	Samantha Wendt
6:45-7:05 PM	<b>Personnel Committee Report</b> <ul style="list-style-type: none"> <li>Policy and Procedure Manual Revisions (Action Needed)</li> <li>Safety Manual (Action Needed)</li> </ul>	Linda Ketcham
7:05-7:15 PM	<b>Finance Committee Report</b> <ul style="list-style-type: none"> <li>November 2020 Financial Summaries (Action Needed)</li> <li>2021 Budget Modification (Action Needed)</li> <li>Credit Card Update</li> </ul>	Jennifer Andrews
7:15-7:30 PM	<b>PP&amp;D Committee Report</b> <ul style="list-style-type: none"> <li>COVID-19 Program Plan</li> <li>Koats for Kids Update</li> <li>Clothing Voucher Program Update</li> <li>Strategic Plan Update</li> <li>Grant Report</li> </ul>	Kelsi Schultz
7:30-7:35 PM	<b>Fundraising Committee Report</b> <ul style="list-style-type: none"> <li>Fundraising Report October – December 2020</li> </ul>	Bernie Gonzalez
7:35-7:55 PM	<b>Executive Director Report</b> <ul style="list-style-type: none"> <li>CAC Racial Justice Training Implementation (Action Needed)</li> <li>Customer Satisfaction Report</li> <li>Programs Report</li> <li>Jefferson &amp; Dane County Facilities Update</li> </ul>	Amber Duddy
7:55-8:00 PM	<b>Announcements and Adjournment</b>	Samantha Wendt
Next Meeting Dates	Thursday, March 25, 2021 (Virtual) – Presentation of Slate of Officers Thursday, May 27, 2021 (Virtual) – Annual Meeting	