

FULL BOARD OF DIRECTORS MEETING AGENDA

THURSDAY, JANUARY 22, 2026

5:30 – 8:00 PM

DINNER BEGINS AT 5:00 PM

IN-PERSON @ Comfort Suites Johnson Creek Conference Center

725 Paradise Lane, Johnson Creek, WI 53038

Samantha Wendt, President | Chara Taylor-Henning, Vice President | Jamie Vogt, Secretary | Rob McMurrich, Treasurer | Jennifer Andrews, Chair of Administration | Sarah Butz, Chair of Operations | Kirk Lund | Larry Nelson | Sandy Wareing | Jennifer Rowedder | Jodi Hare-Paynter | Emily Lessner | Mike Wineke | Sarah Smith | Kelly Lueck

CALL TO ORDER

| | | |
|----------------|---|----------------|
| 5:30 – 5:35 PM | Call to Order <ul style="list-style-type: none"> • Roll Call • Agenda Review | Samantha Wendt |
|----------------|---|----------------|

PRESIDENT REPORT

| | | |
|----------------|--|----------------|
| 5:35 – 5:40 PM | Approval of Minutes <ul style="list-style-type: none"> • 11.20.25 Full Board Meeting Minutes (Action Needed) | Samantha Wendt |
| 5:40 – 5:45 PM | Membership Review <ul style="list-style-type: none"> • Board Roster Recommendation of Appointment (Action Needed) <ul style="list-style-type: none"> • Rob McMurrich, to Administration Committee from Operations Committee | |
| 5:45 – 6:00 PM | 2026 Board Meeting Schedule <ul style="list-style-type: none"> • Addition of CAC Board Roundtables | |

EXECUTIVE COMMITTEE REPORT

| | | |
|----------------|--|-----------------|
| 6:00 – 6:20 PM | General Executive Updates <ul style="list-style-type: none"> • December 2025 & January 2026 Meetings Held • Document Review (2) – EC approved 12/08/25 • Updated 2025 CSBG Application / Community Action Plan – EC approved 12/08/25 • Bylaw Review • 2026 Executive Director Work Plan – EC approved 01/12/26 | Samantha Wendt |
| 6:20 – 6:30 PM | 2025 Board Giving Report | |
| 6:30 – 6:45 PM | Agency Insurance Coverage Overview | Meghan Mietchen |

| ADMINISTRATION COMMITTEE REPORT | | |
|---------------------------------|--|------------------|
| 6:45 – 6:50 PM | General Finance/Personnel Updates <ul style="list-style-type: none"> December 2025 & January 2026 Meetings Held CAC Organizational Chart CAC Facilities Overview 2026 Administration Committee Work Outline | Jennifer Andrews |
| 6:50 – 7:00 PM | Approval of Financial Reports <ul style="list-style-type: none"> Monthly Financials: October 2025 (Action Needed) – AC endorsed 12/11/25 Monthly Financials: November 2025 (Action Needed) – AC endorsed 12/11/25 | |
| 7:00 – 7:10 PM | Risk Assessment Overview | Meghan Mietchen |

| OPERATIONS COMMITTEE REPORT | | |
|-----------------------------|--|-----------------|
| 7:10 – 7:20 PM | General Program, Plans & Development/Fundraising Updates <ul style="list-style-type: none"> December 2025 & January 2026 Meetings Held Programmatic & Funding Reports <ul style="list-style-type: none"> Grant Reports (2) – OC approved 12/04/25, 01/08/26 Program Reports Development Reports <ul style="list-style-type: none"> 2025 Fund Development Plan Recap <ul style="list-style-type: none"> 2025 CAC Rewind Event 2025 Staff Awards | Sarah Butz |
| 7:20 – 7:25 PM | 2026 Development Plan Overview | Meghan Mietchen |

| EXECUTIVE DIRECTOR REPORT | | |
|---------------------------|--|-----------------|
| 7:25 – 7:40 PM | State of the Agency Updates <ul style="list-style-type: none"> Customer Satisfaction Data Programmatic Reports: Highlights, Outcomes Analysis & Program Adjustments | |
| 7:40 – 7:55 PM | 2020-2025 Strategic Plan Closure | Meghan Mietchen |
| 7:55 – 8:00 PM | Winter Glow Video | |

| | | |
|----------------|--|----------------|
| 8:00 PM | Announcements & Adjournment | Samantha Wendt |
|----------------|--|----------------|

| NEXT CAC BOARD OF DIRECTORS MEETING: | | THURSDAY, MARCH 26, 2026 |
|---|--|---|
| Samantha Wendt , CAC Board President samantha@parallelservices.net / cacsboardpresident@cacscw.onmicrosoft.com (608) 772-3688 | | Lindsey Karls , CAC Office Manager lindseyk@cacscw.org (608) 220-7758 |