

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
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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 	Meghan Mietchen
7:40 – 7:55 PM	2020-2025 Strategic Plan Closure	
7:55 – 8:00 PM	Winter Glow Video	

8:00 PM	Announcements & Adjournment	Samantha Wendt
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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
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