communityactioncoalition
FOR SOUTH CENTRAL WISCONSIN

FULL BOARD OF DIRECTORS MEETING AGENDA – UPDATED 11/17/26

THURSDAY, NOVEMBER 19, 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

Chara Taylor, President | Rob McMurrich, Vice President | Jamie Vogt, Secretary | Michael Egly, Treasurer | Jennifer Andrews, Chair of Administration | Sarah Butz, Chair of Operations | Kirk Lund | Larry Nelson | Sandy Wareing | Jodi Hare-Paynter | Sarah Smith | Kelly Lueck

5:00 PM	**--- DINNER & CONNECT ---**

CALL TO ORDER		
5:30 – 5:35 PM	**Call to Order** • Roll Call & Introductions • Agenda Review	Chara Taylor

PRESIDENT REPORT		
5:35 – 5:40 PM	**Approval of Minutes** • 11.10.26 Full Board Meeting Minutes – Special Meeting (Action Needed)	Chara Taylor
5:40 – 5:45 PM	**Membership & Recruitment Review** • Board Roster • Elections and Leadership Recap – Board approved 11/10/26 • Recruitment Update	
5:45 – 5:50 PM	**2026 Board Contributions** • 2026 YTD Board Giving Report • 2026 Annual Appeal	
5:50 – 5:55 PM	**2027 Board Meeting Schedule** (Action Needed) – Board approved 09/24/26 • Adjusted 11/2027 Administration Committee Meeting	

CAC STAFF PRESENTATION		
5:55 – 6:10 PM	**Housing Programming** • Supportive Services for Veteran Families (SSVF) • Rapid Re-Housing (RRH) • Permanent Supportive Housing Program (WISH) • Transitional Housing Program (THP) • Homelessness Prevention	Sandy Hahn

EXECUTIVE COMMITTEE REPORT		
6:10 – 6:15 PM	**General Executive Updates** • October and November 2026 Meetings Held • Certificate of Deposit Account Registry Service (CDARS) Renewal – EC approved 10/12/26 • Form 990 (2025) & Associated Filings – EC approved 11/09/26 • ED Work Plan Check-In, Performance Appraisal & Compensation Review	Chara Taylor

ADMINISTRATION COMMITTEE REPORT		
6:15 – 6:20 PM	**General Finance/Personnel Updates** • October and November 2026 Meetings Held • CAC Organizational Chart • Compensation and Benefits Study • 2026 Administration Committee Work Outline	Rob McMurrich
6:20 – 6:25 PM	**Acceptance of Financial Reports** • Monthly Financials: September 2026 (Action Needed) – AC endorsed 11/12/26	
6:25 – 6:45 PM	**2027 Agency-Wide Budget & Staffing Pattern** (Action Needed) – AC endorsed 10/15/26, 11/12/26 • Includes 2027 Staff Merit Increase Opportunity • Includes 2027 Employee Insurance & Benefit Package	Rob McMurrich & Meghan Mietchen
6:45 – 6:50 PM	**2027 CAC Cost Allocation Plan** (Action Needed) – AC endorsed 11/12/26	

OPERATIONS COMMITTEE REPORT		

6:50 – 6:55 PM	**General Program, Plans & Development/Fundraising Updates**
	• October and November 2026 Meetings Held
	• Programmatic & Funding Reports
	  ○ Grant Reports – OC approved 10/01/26, 11/05/26
	  ○ Program Reports
	• 2026 Fund Development Plan Progress
	  ○ 2026 CAC Rewind Event – **12/2**
		Sarah Butz

RECOMMENDATIONS OF APPOINTMENT		
6:55 – 7:00 PM	**Low Income Sector, Jefferson County & Operations Committee Appointment** • Introduction: Jenny Adkins, Board Candidate • Recommendation of Appointment (Action Needed) – Low Income Sector Appointment Committee elected 10/20/26	Chara Taylor
7:00 – 7:05 PM	**Administration Committee Appointment** • Michael Egly, to Administration Committee from Operations Committee • Recommendation of Appointment (Action Needed)	

EXECUTIVE DIRECTOR REPORT		
7:05 – 7:15 PM	**State of the Agency Updates** • Customer Satisfaction Data • Programmatic Reports: Highlights, Outcomes Analysis & Program Adjustments	Meghan Mietchen

CLOSED SESSION		
7:15 – 8:00 PM	**Closed Session Discussion** (Action Needed) • Approval of Minutes • ED Work Plan Check-In, Performance Appraisal & Compensation Review • 2026 End of Year Gift	Chara Taylor
8:00 PM	**Announcements & Adjournment**	

NEXT CAC BOARD OF DIRECTORS MEETING:	THURSDAY, JANUARY 28, 2027
Chara Taylor, CAC Board President charataylor2876@gmail.com / cacsboardpresident@cacscw.onmicrosoft.com (608) 332-7263	**Lindsey Karls**, CAC Office Manager lindseyk@cacscw.org (608) 220 - 7758