

Community Action Coalition for South Central Wisconsin, Inc.
Board Meeting Minutes
Thursday, January 23, 2020
Waukesha Public Library
321 Wisconsin Ave. Waukesha, WI 53186

Chair, Samantha Wendt, declared a quorum and called the meeting to order 6:02PM.

Members present: Bernie Gonzalez, Jennifer Andrews, Kirk Lund, Larry Nelson, Samantha Wendt.
Members present by phone: Linda Ketcham, Chara Taylor, Sabrina Ware, Jill Johnson, Betty Groenewold.

Members notified absent: Carousel Bayrd, David Ahrens, Kelsi Schultz, Misti Hawn, Kathy Busler

Members no notification: Daniel Sims

Staff present: David Vobora, Mari Ulatowski.

Jennifer/ Linda moved to approve the minutes from the December 12, 2019 meeting. Motion approved unanimously.

Larry/ Chara moved to appoint Linda Ketcham as Personnel Committee chair. Motion approved unanimously.

Samantha stated that the Personnel Committee will be working on creating an evaluation process for the Executive Director and employees.

Ad Hoc Bylaw Committee Report: Larry/Kirk move to accept the proposed Bylaw amendments as presented. Motion approved unanimously.

Fundraising Committee Report: Samantha enlisted the help of the Fundraising Committee to bring back a fashion show fundraiser for 2020. David and Samantha shared the plan to partner with AmeriCorps for a long-term fund development volunteer.

Larry/ Chara move to appoint Bernie Gonzalez as co-chair of the Fundraising Committee along with Samantha. Motion approved unanimously. Samantha agreed to transition him into the position.

Personnel Committee Report: Linda Ketcham and Samantha briefed the board on the Executive Director recruitment and David V reported on vacancies and recruitment.

PP&D Report: Samantha and David reported that the CNA survey process has begun; all the Job Centers now have surveys and have agreed to disperse. Samantha presented the board with a plan for strategic planning.

Executive Director Report: David V reported the customer satisfaction survey results. It was agreed that the PP&D committee should study and recommend better implementation methods for the survey.

David also gave a report on the current state of agency programs. Dane County Rapid Rehousing contract has not yet been fully funded; the program straddled tiers and HUD has not announced tier two funding as of present.

David invited all Board members to the CAC All Staff Meeting on Friday 2/7/20. There will be a presentation on the 2020 Census at the meeting.

David also brought a legal issue to the awareness of the Board.

Adjournment – Larry /Kirk moved to adjourn at 7:40 PM