

**Community Action Coalition for South Central Wisconsin, Inc.**  
**Board Meeting Agenda**  
**Thursday, March 26, 2020**  
**6:00 pm – 8:15 pm**

Off-site via Zoom virtual meeting

**Board Members Present by video:** Jennifer Andrews, Carousel Bayrd, Bernie Gonzalez, Betty Groenewold, Kirk Lund, Larry Nelson, Kelsi Schultz, Daniel Sims, Chara Taylor, Samantha Wendt

**Board Members Present by telephone:** Kathleen Busler, Misti Hawn, Jill Johnson, Linda Ketcham, Sabrina Ware

**Staff Present by video:** Bridgette Weber, Dave Hunt, David Vobora, Dawn Bradshaw, Jeanette Petts, Mari Ulatowski, Nicole Van Able, Stephanie Isaac, Tim Prodell

**President, Samantha Wendt called the meeting to order at 6:01 PM.**

The following program leaders presented their current programs and wishes for the future:

- Jeanette Petts – Waukesha & Jefferson County Housing
- Nicole Van Abel – Dane County Housing
- Dave Hunt – Housing
- Dawn Bradshaw – Foods Programs
- Bridgette Weber – Dane County Clothing Center

**Linda/ Daniel moved to approve the minutes from 1/23/20. Motion approved unanimously.**

**Finance Committee Report**

- **Jennifer/ Samantha moved to approve the December, January and February Financial Reports. Motion approved unanimously.**
- Jennifer presented the board with the background and decision of the Uplands project. The matter was discussed and decided to move forward as decided by the Finance Committee.  
**Jennifer/Chara moved to forgive the accrued interest on the existing HOME loan to the WI Partnership and also, moved to refinance the HOME loan to a term of 18 years at .5% and amortize the loan over 30 years. The new note should include penalties for nonpayment. Motion approved.**

**Personnel Committee Report**

- Org Chart/Staffing Patterns
- Status of recruiting for open positions
- **Linda/ Daniel moved to accept the year-end closure dates as recommended. Motion approved unanimously.**

**PP&D Committee Report**

- Daniel and Samantha reminded the board of the importance of attending the Strategic Planning meeting on 5/28 and 6/25.
- Daniel presented an update on the progress of the Community Needs Assessment and reminded board members to submit their surveys before Tuesday.

Interim Executive Director presented his report and supplied the board with a program status report and the latest customer satisfaction results.  
David informed the board that a risk assessment was done.

Samantha/ Larry moved to enter into closed session at 7:48