

CACSCW Board Meeting Minutes (January 28, 2021)

- Call to order at 6:02 PM by Chairperson Samantha Wendt
 - **CAC Board Members Present:** Linda Ketcham, John Vogt, Kate Gillespie, Julie Spitzack, Betty Groenewold, Jennifer Andrews, Chara Taylor, Kirk Lund, Larry Nelson, Samantha Wendt, Kelsi Schultz, and Carousel Bayrd.
 - **CAC Board Members Absent Notified:** Bernie Gonzalez
 - **CAC Board Members Absent Not Notified:** None
 - **CAC Board Applicants Present:** George Reistad and Anna Wolfe,
 - **CAC Staff Present:** Amber Duddy, Oliver Soler, Tim Prodell, David Knickmeier, and Stephanie Isaak.

- Approval of the November 2020 meeting minutes was tabled pending amendments.
- President's Report
 - Recommendation of Appointments
 - **Julie Spitzack/Linda Ketcham motioned to seat George Reistad on CAC's Board of Directors and the PP&D Committee as a public sector representative of Dane County.**
 - Motion carried
 - **Chara Taylor/John Vogt motioned to seat Anna Wolfe on CAC's Board of Directors and Fundraising Committee as a low-income sector representative of Waukesha County contingent on the approval of the Low-income Sector Appointment Committee.**
 - Motion carried
 - Appointment of the nominating committee
 - **Larry Nelson/Jennifer Andrews motioned to appoint Chara Taylor, Kelsi Schultz, John Vogt, and Kate Gillespie to the nominating committee**
- Personnel Committee Report
 - Approval of the Employee Policy and Procedure Manual
 - **Jennifer Andrews/Chara Taylor motioned to approve the Policy and Procedure Manual**
 - Motion carried
 - Approval of the Safety Manual

- **Samantha Wendt/Betty Groenewold motioned to approve the Safety Manual**
 - Motion carried
- Finance Committee Report
 - Approval of the November Financial Statements
 - **Linda Ketcham/Chara Taylor motioned to approve the November Financial Statements**
 - Motion carried
 - Approval of the 2021 Agency Budget
 - **Linda Ketcham/Chara Taylor motioned to approve the 2021 Agency Budget**
 - Motion carried
- PP&D Committee Report
 - Kelsi Schultz updated the board
 - Koats for Kids Update
 - Coats are continuing to be distributed through community partnerships
 - Clothing Voucher Program Update
 - Clothing vouchers are actively being distributed to participants
 - Strategic Plan Update
 - Grant Report
- Fundraising Committee Report
 - Samantha Wendt updated the board
 - The October, November, and December 2020 donation reports were shared with the board.
 - The transition to eTapestry, a new donor management platform, was shared with the board.
- Executive Director Report
 - Amber Duddy updated the board
 - **Kelsi Schultz/George Reistad motioned to endorse the partnership between the NINA Collective and the CAC**
 - Discussion regarding board participation followed
 - Several board members expressed interest in participating in racial equity trainings
 - Motion carried
 - *Betty Groenewold left the meeting at 8:01 PM*
- **Chara Taylor/Julie Spitzack motioned to adjourn the January Board Meeting**
 - No discussion
 - Motion carried
- Meeting Adjourned at 8:05 pm by chairperson Samantha Wendt