

MINUTES
BOARD OF DIRECTOR
1900 Center Ave, Janesville, WI 53548
September 1, 2010
8:30 a.m.

<u>Present</u>			<u>Absent</u>	<u>Staff</u>	
Dan Boutelle	Bob Fizzell	Gary Seidel	Anna Marie Johnson	Lisa Furseth	Jennifer Perreault
Kim Capstick	Nancy Forbeck	Penny Sonheim	Dale Thorpe	Karen Betenz	Dave Rohr
Royce DeBow	Michael Gensler	Joe Stadelman		Lynn Jones	Jaime Salgado
Sheila DeForest	Katie Kuznacic	Jana Vegge		Debbie Keller	
Travis Egan	Linda Seemeyer			Tammie King	

1. CALL TO ORDER: Meeting was called to order by Travis Egan, Board Chair.
2. ROLL CALL: Roll was called and the above attendance was recorded
3. CONSENT AGENDA - the following sections were asked to be pulled for further discussion: Finance Minutes, 2nd Quarter Financial Review, Cultural Competency Consultant.
 - a. **ACTION REQUIRED:** Joe Stadelman motioned to accept the Consent Agenda minus the items mentioned above, Mike Gensler seconded, accepted unanimously.
 - b. **Finance Minutes** - Staff clarified when the Board of Directors and/or Finance Committee must approve budget changes associated with restructuring but not specific operational changes within Community Action. The Board discussed their role and the majority concurred with staff position on the delineation of roles between staff and the Board. Royce Debow recommended that Committee Chairs be notified when a change within their area of responsibility is made so that they can update their respective members.
 - i. **ACTION REQUIRED:** Sheila DeForest motioned to accept the Finance Committee Minutes, Mike Gensler seconded, accepted unanimously.
 - c. **2nd Quarter Financial Review**
 - i. Fresh Start (FS) - Staff clarified that we will receive \$90,000 from the Beloit School District when the second part of the contract starts. This will make up the discrepancy shown in the financials.
 - ii. Weatherization (WX) – The Board requested insight to hiring additional crew vs. current crew working overtime. Staff explained that there is a lot that goes into hiring and building the capacity of new individuals (i.e. training) so we need to find the balance between hiring new staff and current staff working over time.
 - iii. Work N Wheels (WNW) - Board member was wondering if we have a lower waiting list since we have additional funds. Staff assured them that we did but currently we are waiting on clients to provided needed data.
 - iv. **ACTION REQUIRED** - Linda Seemeyer motioned to accept the 2nd Quarter Financials, Penny Sonheim seconded, accepted unanimously.
 - d. **Cultural Competency Consultant**
 - i. There was concern by Board members that hiring a Cultural Competency Consultant would not produce sufficient outcomes to warrant the proposed cost. Staff stressed the importance for the organization in bringing in additional expertise to support the continuation of the work and to address internal issues. The Board would like the staff to find out if prospective consultants can demonstrate evidence of success. One Board member inquired if we have looked into government resources to assist in this area.
 - ii. **ACTION REQUIRED:** Joe Stadelman motioned to proceed with the Cultural Competency Consultant, allocating up to \$20,000 of 2010 CSBG funds to support the process, Bob Fizzell seconded, accepted unanimously.
4. COMMUNICATIONS

- a. Chair Remarks - requested that all members turn in Conflict of Interest form to cover the coming year. Mike Gensler accepted the Chair Appointment for the HR Committee and we added an Ad Hoc committee, Board Development Committee.
- b. Executive Director Reports
 - i. Community Kids Day Care Work Plan - Board member addressed their concern for the lack of child security at our Janesville location. Staff assured the Board that there is money in the budget to address this issue. What needs to be on the Board's horizon, as it is on the staffs, is that our current plan is based around the Point System that the State is developing around the New Young Star program. There are parameters set in for quality improvement and financial incentives for accomplishing those improvements. If we operate at the highest parameters set by the State we could receive \$250,000 in additional annual revenue for CK.
- c. **ACTION REQUIRED:** Bob Fizzell motioned to accept the Chair and Executive Director's reports, Katie Kuznacic seconded, accepted unanimously.

5. ELECTION OF BOARD MEMBER

- a. **ACTION REQUIRED:** Joe Stadelman motioned to elect Royce DeBow as a new member to fill a two-year appointment of the Walworth County Board, term to end June 2012, Sheila DeForest seconded, accepted unanimously.

6. FINANCE COMMITTEE

- a. **ACTION REQUIRED:** Royce DeBow motioned to accept the 2009 Audit, as presented by Jean Christensen of WIPFLI, Nancy Forbeck seconded, accepted unanimously.

7. RECOVERY COMMITTEE

- a. **ACTION REQUIRED:** Gary Seidel motioned to accept the Recovery Committee Minutes, Linda Seemeyer seconded, accepted unanimously.
- b. **ACTION REQUIRED:** Sheila DeForest motioned to accept the modifications to the Whistleblower policy, Royce DeBow seconded, accepted unanimously.

8. ADJOURNMENT

- a. **ACTION REQUIRED:** Joe Stadelman motioned to adjourn, Mike Gensler seconded, accepted unanimously.

Next Meeting: October 27, 2010, Community Action, Inc, 1545 Hobbs Dr., Delavan, WI 53115, 8:30 a.m.