

Central Wisconsin Community Action Council, Inc.

EPF&A Committee Meeting Minutes

July 10, 2015

Present: Dave Singer, Muriel Harper, Donna Maly, and John Earl

Excused Absence: Charlie Krupa

Staff: Fred Hebert, Kari Labansky, and Donna Lynch

Guests: Sandy Wormet and Joy Casperson

1. John Earl called the meeting to order and roll call was taken with four members present.
2. Motion passed by unanimous vote approving the agenda and minutes of the June 12, 2015 EPF&A Committee Meeting.
3. Committee members recognized officer appointments with John Earl as Board President, Charlie Krupa as Vice-President, Muriel Harper as Secretary, and Dave Singer as Treasurer. Motion passed by unanimous vote recommending full board approval of Donna Maly as fifth member of the EPF&A Committee.
4. The Committee went into Closed Session by unanimous roll call vote. Motion approved by unanimous vote to resume in Open Session.
5. Kari presented the Finance Report which reflected a breakdown of the Community Services Block Grant. A large majority of the funding goes for general operations with the rest going to administration, food pantry, and the rehab and homeless programs. We have spent 44.59% to date with the annual CSBG budget at \$248,895 and year-to-date expenditures at \$110,978.
6. Committee members briefly reviewed agency long-term goals for discussion at the next meeting.
7. Weatherization is working on a job description for a new position of Journeyman Electrician/Crew Member which will be submitted soon for approval.
8. We have a three year contract with WHEDA to administer the Section 8 program for the City of Eau Claire. We subcontracted with our sister agency, Western Dairyland, to assist with the project however that contract will be ending on July 31st. A new office with 630 square feet has been located in the City of Eau Claire and we will hire one full-time and one part-time staff to continue operations. Motion passed by unanimous vote giving Fred approval to sign the new one year lease for \$600 per month including utilities.
9. Fred, Letty Castillo, her spouse Augustine, and Maria Rosas will be attending the UMOS 50th Anniversary in Milwaukee on July 24th.
10. Meeting Adjourned – Next Meeting – August 14, 2015