

Central Wisconsin Community Action Council, Inc.

EPF&A Committee Meeting Minutes

October 11, 2019

Place: Beaver Dam Office

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

Excused Absence: None

Staff: Fred Hebert and Donna Lynch

Guests: None

1. John Earl called the meeting to order and roll call was taken with five members present.
2. Motion passed by unanimous vote approving the agenda.
3. Motion passed by unanimous vote approving the September 13, 2019 and September 25, 2019 Executive, Personnel, Finance, & Audit Committee Reports.
4. Motion was made by Charlie Krupa to go into Closed Session. Seconded by Muriel Harper. Passed by unanimous roll call vote. Motion was made by Muriel Harper to go back into Open Session. Seconded by Dave Singer. Passed by unanimous show of hands.
5. Fred presented the Finance Report which included the 2020 Projected Budget for the Guardianship, Fiduciary, and Power of Attorney Program. The program has increased 82% in revenue. In 2016 revenue was at \$51,144 and in 2019 was at \$122,688. Fred mentioned that the Baraboo Warming Shelter has found a building. They are fundraising and have requested funds from Sauk County. Our staff member, Jaime Olson will be moving from Guardianship to assisting with the shelter and Sauk Homeless staff.
6. Committee members discussed the 2018 Board Self-Evaluation Results and agreed that it was a good conduit for board members to relay their ideas. Board members are also encouraged to relay ideas they have while at board meetings or directly to the Board Chair at a later time. Fred will review the evaluation document for future revisions.
7. Purchase of a new agency telephone system was approved at the last EPF&A Committee meeting. In reviewing the Bluetooth option, we found it was not compatible with our needs, so we will move forward with the purchase excluding that option.
8. We are working on revisions to the Staff Position Classification which will be presented at the next EPF&A Committee meeting.
9. Committee members had many positive comments about the Board Training - Northern Properties Tour held on Wednesday, October 9th.
10. Fred invited committee members to "Ed" Day celebrating Ed Czerkas and all the work he does for the agency; this will be held at 11:30 am on Thursday, October 17, 2019.
11. Committee members discussed the 2019 Executive Director Performance Evaluation & Compensation. Dave Singer will head the Ad Hoc Committee; other committee members will include Donna Maly, Muriel Harper, Charlie Krupa, and John Earl. John Earl will recruit a non-EPF&A Committee member and we will receive input from at least two staff members.

12. Friends and family members of Susan Halbach have put together a Cancer Benefit taking place on Saturday, November 9th at 5:00 pm at the Vault Bar & Lounge in Reedsburg.
13. Fred mentioned that the date for the golf outing has changed to Thursday, May 21, 2020. As an event highlight, we have purchased two Ryder Cup Tickets for \$1,400. We plan to start selling tickets in January and draw for the winner at the golf outing next year.
14. Donna Maly reported that New Beginnings may have found a building to house the Men's Shelter in Beaver Dam.
15. Meeting Adjourned - Next Meeting - Friday, November 8, 2019 @ 11:00 am