

Central Wisconsin Community Action Council, Inc.

EPF&A Committee Meeting Minutes

April 11, 2014

Present: Muriel Harper, Dave Singer, Charlie Krupa, Sandy Wormet, and John Earl

Excused Absence: None

Staff: Fred Hebert, Jim Dahlke, and Donna Lynch

Guests: John Wenum, Renee Greenland, Scott Beard, and Joy Casperson

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 and minutes of the March 21, 2014 EPF&A Committee Meeting.
3. There were no personnel issues to report.
4. Jim Dahlke presented the Finance Report including the equity increase for each of properties reflecting \$64,842 and total mortgages at \$2,362,893 as of the end of 2013. Our equity will increase in 2014 with the addition of Rolan's Senior Village in Necedah. Motion passed by unanimous vote to accept the Finance Report as presented.
5. Sandy Wormet and Charlie Krupa were officially welcomed to the EPF&A Committee.
6. Fred reported Glenville Timberwrights received word from their bank and are hoping to have an answer to us by the end of May regarding our loan buy-out option.
7. Fred reported a house has been located for purchase for the Beaver Dam Men's Shelter. The plan is to purchase the house for \$123,500 with a loan of \$111,115 from Forward Community Investment, Madison, WI, \$5,000 from New Beginnings, \$5,000 from CWCAC, Inc., and \$2,500 from Beaver Dam community donations. The Women's Shelter would be moved to the new house and the Men's Shelter would go into St. Michael's Convent (current location of the New Beginnings Women's Shelter). Motion passed by unanimous vote to approve the Corporate Borrowing Resolution from Forward Community Investments and the resolution which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. was approached and became involved with a non-profit group interested in development of a Men's Shelter in the Beaver Dam area; and **WHEREAS:** The non-profit group is committed to fundraising efforts towards purchase of property and support of the Men's Shelter; and **WHEREAS:** New Beginnings Homeless Shelter of Dodge County has agreed to provide management and support of the new shelter; and **WHEREAS:** CWCAC, Inc. has offered to purchase property located at 407 Beaver Street in Beaver Dam based on contingencies listed in attached Addendum "A"; and **WHEREAS:** CWCAC, Inc. is committed to its mission of providing services which help low-income individuals and families within our service area achieve self-sufficiency and independence; **Now there for let it be resolved:** That Central Wisconsin Community Action Council, Inc. will purchase the home located at 407 Beaver Street, Beaver Dam, WI with a loan in the amount of no greater than \$111,115 from Forward Community Investments, Madison, WI for the purpose of developing the Beaver Dam Women's/Family Shelter based on the contingencies listed in attached Addendum "A", and further **Resolve**, that authority be vested in the President and/or Executive Director to sign all closing documents necessary and required".
8. Please let Donna know if you are interested in attending the WISCAP Meeting & 40th Anniversary Celebration in Madison on May 8th & 9th.

9. Motion passed by unanimous vote tabling review of the "Replacing the Executive Director Position Process" draft until the next EPF&A Committee meeting.

10. Motion passed by unanimous vote recommending full board approval of the Resolution of Appreciation for Jim Layman which reads, "**WHEREAS:** James Layman recognizes the needs of the less fortunate in Dodge County; and **WHEREAS:** James assists those in need by volunteering his time at countless CWCAC, Inc. meetings and events; and **WHEREAS:** James extends his commitment to ensure that the less fortunate have access to all available programs by serving as a Board of Director for CWCAC, Inc.; and **WHEREAS:** CWCAC Board of Directors, sensing James' leadership, appointed him as 5th member of the Executive, Planning, Programs, & Audit Committee; and **WHEREAS:** James graciously offers his unlimited knowledge and talents in the creation and development of our Affordable Housing Projects and leadership of the agency in its mission to provide services which help low-income individuals and families within our service area achieve self-sufficiency and independence; and **WHEREAS:** James applies his skills as a board member influencing change and progress for those in need; **NOW THERE FOR LET IT BE RESOLVED THAT:** "THE BOARD OF DIRECTORS, MANAGEMENT, AND STAFF OF CENTRAL WISCONSIN COMMUNITY ACTION COUNCIL, INC. EXPRESS THEIR SINCEREST GRATITUDE AND TOTAL APPRECIATION FOR JAMES' YEARS OF UNCONDITIONAL DEDICATION, COMMITMENT AND EXCEPTIONAL PERFORMANCE OF SERVICE", **And Further Resolve**, that this Resolution of Appreciation will be displayed in the Board Room of Central Wisconsin Community Action Council, Inc., Wisconsin Dells, WI. *Unanimously approved by roll call vote on this date, April 23, 2014, and signed by the Board President & Agency Executive Director.*

11. Motion passed by unanimous vote recommending full board approval of a lending resolution for Rolan's Senior Village which reads, "**WHEREAS:** Central Wisconsin Community Action Council, Inc. in their pursuit to develop Affordable Senior Housing has received grant funding to support construction of an eight unit Apartment Complex, Rolan's Senior Village, in the County of Juneau, Village of Necedah; and **WHEREAS:** Grant funds will support approximately 75% of development and construction costs; and **WHEREAS:** Property for the proposed building site is owned by Central Wisconsin Community Action Council, Inc.; and **WHEREAS:** All building plans have been completed and approved by the Building Committee and Board of Directors. **Now there for let it be resolved:** That Central Wisconsin Community Action Council, Inc. Board of Directors approves borrowing an amount no greater than \$185,200 and a construction loan, if necessary, in an amount no greater than \$100,000 from the Bank of Wisconsin Dells, Wisconsin Dells, WI to complete the funding necessary for the project; and further **Resolve**, that authority be vested in the President and/or the Executive Director to sign all closing documents necessary and required.

12. Meeting adjourned – Next Meeting – May 30, 2014