

MINUTES
BOARD OF DIRECTOR
Pathways

20 Eclipse Center, Beloit, WI 53115

October 26, 2016

8:30 a.m.

<u>Present</u>	<u>Absent</u>	<u>Staff Present</u>
Jason Heidenreich	Kim Castick	Cecilia Dever
Jeremy Zajac	Julie Lewis	Lynn Jones
Brenda Pinson	Dave Godek	Sara Schumacher
Bob Geist	Minnie Murry	Marc Perry
Jennifer Wood (via phone)	Amanda Sookraj	Rick Lemke
Alan Kupsik (via phone)	Mary Ann Kahl	Lynn Vollbrecht
Amy Carey (via phone)		Beth Tallon

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- 1) WELCOME:
 - 2) CALL TO ORDER: Meeting was called to order at 8:35AM by Jason Heidenreich, Board Chair.
 - 3) APPROVAL OF AGENDA:
 - Jason Heidenreich recommended to amend the order of agenda items. Recommendation to move items 10 and 7 to start and then item 4 and move forward on the agenda for remainder of meeting.
 - ACTION TAKEN: Bob Geist motioned to approve the amended agenda. Jeremy Zajac second, all approved.
 - 4) CONSENT AGENDA ITEMS:
 - ACTION TAKEN: Jeremy motioned to approve the consent agenda items. Al Kupsik second, all approved.
 - 5) COMMUNICATION:
 - A. Chair Remarks
 - Jason spoke about the Linn St. project and the success of the home. He turned it over to Cecilia Dever for further details on the home:
 - Linn Street has an accepted offer.
 - Realtors have been great to work with and will not be charging fees for services
 - Janesville is happy with the project and looking forward to more projects like this in the near future.
 - Closing of the home will occur at the end of November
 - B. Executive Directors Report
 - Cecilia Dever focused her Executive Director report on the Stateline Literacy Council merger with CAI. Cecilia stated she has had time to read and process through paperwork she requested from the Stateline Literacy Council. She stated she has also spoke with their funders (United Way, CDBG, CDA, etc). She shared the funders and partners shared concerns about the Stateline Literacy Council having past compliance issues throughout the years and not meeting outcomes. As of now, the Stateline Literacy Council is solely dependent on fundraising.

- Cecilia's recommendation to the Board was not take this merger.
- ACTION TAKEN: Jennifer Wood motioned to not merge with the Stateline Literacy Council. Jason second, all approved.

Deputy Director Report

- Lynn Jones provided an update on the key results
 - Exceeding cultural competency training for external//community trainings.
 - November 10 will be the first PREP activity in Walworth County

Fund Development Report

- Beth Tallon reported CAI is seeing new sponsors and donors this year. Gingerbread sponsors are doing well thus far. Reminder the event is on December 3rd.
- Beth reported the United Way workplace campaign is ending this week. Beth reported staff have been heavily involved this year and are motivated with the CAI internal events.

Contract Update

- Several contracts have been submitted and are pending. Those include: CSBG, United Way Blackhawk Region, WI-Dept of Public Instruction, and State of WI-Dept of Health Services. Approved contracts include: Fresh Start, CDBG-City of Beloit, WI Dept of Health Services for TEFAP, WI Dept of Admin. for Shelter Plus Care. CDBG of Janesville denied our contract application for Fatherhood.

Monitoring Report

- No new monitoring to report since the August Board meeting.
- ACTION TAKEN: Jeremy Zajac motioned to accept the Executive Director's report. Bob Geist second, all approved.

6) AUDIT FIRM APPROVAL:

- ACTION TAKEN: Jeremy Zajac motioned to approve the audit firm selected by the Finance Committee. Bob Geist second, all approved.

7) 2016 COMMUNITY ASSESSMENT:

- Marc Perry presented the 2016 Community Assessment. He reviewed the process of assessment, data collection, survey responses, demographics of respondents and poverty rates.
- Marc will email the PowerPoint presentation to all Board members.
- ACTION TAKEN: Bob Geist approved the 2016 Community Assessment as presented. Jeremy Zajac second, all approved.

8) CSBG 2017 APPLICATION:

- Jennifer Wood noted her board term was entered wrong on the application. It states it ends in 2017. It should be changed to 2018.
- ACTION TAKEN: Jeremy Zajac motioned to approve the CSBG 2017 Application. Bob Geist second, all approved.

9) PROGRAM CUSTOMER SATISFACTION SURVEY:

- Cecilia reported the survey next year is going to be distributed differently to get a more accurate representation of participants. Cecilia explained for 2017 the survey will be provided to Program Manager's to survey all program participants. The survey will be program specific.
- NO ACTION NEEDED

10) PROGRAM PRESENTATION: Transitional Jobs

- Transitional Jobs (TJ) presented by staff member William Chatham, Manager of TJ.
- The contract for programming is for \$1.4 million over the next three years. TJ is to serve a minimum of 113 participants during that three years of contract.
- Participant Criteria:
 - Current child support order
 - City of Beloit Resident
 - Aging out of the foster care system
 - Ex-offenders
 - Unemployed for the last four weeks
 - Receiving no unemployment or W2.
- Participant will receive work training for two weeks at the start of programming. This workshop will provide them with soft skill training, matching participants to interests and skills with employers and working on career goals.
- The participant will be placed with an employer after the two weeks of training. CAI will pay the participant \$7.25 an hour (no cost to the employer). This can be done up to 6 months. TJ staff will be encouraging the employer to pay the participant the difference of what the cost of the particular job is at starting wage.
- Will provided a flyer of TJ to those in attendance.
- NO ACTION NEEDED

11) MERRILL COMMUNITY CENTER: Discussion Only

- Cecilia presented the possible idea of purchasing the Merrill Community Center in Beloit. She stated she was approached by the current director due to the MCC closing their doors as of November 1st.
- The value of the building is \$435,000. CAI may be able to purchase it for approximately \$25,000-\$35,000 (the cost of the current debt). This would be a high net asset for CAI.
- The City of Beloit wants to see a non-profit go into the building and neighborhood. United Way could provide program support funds. They also offer a potential funding request for capacity building which may assist with the purchase of the facility.
- Cecilia asked the Board for approval to move forward in requesting a meeting with current MCC Board and the CAI Board representatives to further explore the purchase.
 - CAI Board approved to move forward with continuing to look at the possibility.

12) ADJOURN:

- Bob Geist motioned to adjourn the meeting at 10:00am. Jeremy Zajac second, all approved.

NEXT MEETING: Wednesday, December 14, 2016
1545 Hobbs Drive, Delavan