

AGENDA

Wednesday, April 30, 2014

8:30 a.m. – 10:30 a.m.

Community Action Board of Directors

1545 Hobbs Drive, Delavan

Please RSVP to Jennifer Perreault by 5 p.m. Monday, April 28, 2014

jperreault@community-action.org 608-313-1216

1. WELCOME
2. CALL TO ORDER
3. STAFF RECOGNITION – DONNA HAYS RETIREMENT
4. YOUTHBUILD CONFERENCE REPORT – IKE LEE & CANDELARIA DIAZ
5. CONSENT AGENDA ITEMS
 - A. Approval of Agenda
 - B. Minutes, February 2014 (*p1*)
 - C. Governance Committee (*p3*)
 - o Minutes, April 2, 2014
 - D. HR Committee (*p16*)
 - o Performance Appraisal/Merit Increase for 2014
 - o Benefit Plan Design for 2015
 - o Personnel Policy Updates
 - Code of Conduct
 - Drug Free Substance Abuse
 - Cultural Competency
 - Recruitment Hiring Procedures
 - Training, Travel & Meals
 - PTO
 - Personal Time – Exempt
 - COBRA Continuation of Rights
 - Disability
 - Telephone and Cellular Phones
 - Leaves of Absense
 - FMLA
 - Jury Duty
 - Self Reporting After Hire
 - Standards of Conduct
 - Weather Related Closing
 - Whistleblower
 - E. Finance Committee (*p81*)
 - o Minutes, April 17, 2014
 - o Approval of Housing Audits
 - o Merrill Housing Project; Budget Revision
 - o Approval of February Financial Statements
 - o Community Kids – BASE/Wrap Around Recommendation re: continued programming

- F. Planning and Evaluation Committee (*p116*)
 - o Minutes, February 13, 2014
 - o Program Assessment – Work-n-Wheels

PROPOSED ACTION: Approve the Consent Agenda as submitted or modified

6. COMMUNICATION

- A. Chair Remarks (*p134*)
- B. Executive Directors Report (*p135*)
 - o Contract Update (*p137*)
 - o Monitoring Report (*p138*)
 - o Fund Development Report (*p140*)
 - o Deputy Director's Report (*p142*)

PROPOSED ACTION: Approve the Executive Directors Report

7. FINANCE COMMITTEE (Tentative – Hand out provided at the meeting)

- A. Borrowing Resolution to Extend the Line of Credit with BMO Harris Bank for 14 months

PROPOSED ACTION: Approve Borrowing Resolution

8. PLANNING AND EVALUATION COMMITTEE

- A. Strategic Planning Discussion – Findings of Internal Stakeholder Input, Discussion of Next Steps

9. ADJOURN

Next Meeting: BOD Annual Meeting, June 25, 2014, 8:30 a.m. Location TBD