

## EXECUTIVE COMMITTEE MEETING

5:00 PM Thursday, September 14, 2023

ADVOCAP Head Start

W911 State Highway 44, Markesan, WI 54923

## MEETING MINUTES

### PRESENT

Connie Anderson, Gayle Demler, Joe Gonyo, Shawn Ross, Michael Will, Sister Joyann Repp, Danielle Viau

### ABSENT/EXCUSED

Paulette Feld, Jay Myrechuck

### STAFF

Tony Beregszazi, Kathy Doyle, Jason Vander Velden, Kelly Mauer, April Mullins-Datko, Pam Ziegler

### CALL TO ORDER

The meeting was called to order at 5:00 PM by President, Connie Anderson. A quorum of 7/9 was present.

### AGENDA

Tony Beregszazi requested the edition the Compass Group USA Inc. agreement and contract with ADVOCAP Inc. be added to the agenda as item 8 A.

*A motion was made by Danielle Viau with a second by Mike Will to approve the agenda with the addition of adding the Compass Group USA Inc. agreement and contract as agenda item 8 A. Motion carried.*

### MINUTES APPROVAL FOR JULY 13, 2023

*A motion was made by Sr. Joyann Repp with a second by Connie Anderson to approve the July 13, 2023, Executive meeting minutes as presented. Mike Will and Danielle Viau abstained from the vote. Motion carried.*

### REVIEW AND APPROVAL OF HEAD START FEDERAL BASE GRANT

April Mullins-Datko presented to the Committee ADVOCAP's 2024 Head Start Federal Base Grant for their review and approval. April informed the committee that afternoon classes have been hard to fill over the past few years, and that she would like to request a slot reduction of 55 slots, while still maintaining the current funding levels. The reduction would allow our 6 classrooms to cap out at 17, allowing us to serve more eligible three-year-olds, and full day classes for all children in 3K and 4K. ADVOCAP will request \$3,150,877 in funding for the Head Start Federal Based Grant including \$30,475 for training and technical assistance, and ADVOCAP must provide a 25% match.

*A motion was made by Joe Gonyo with a second by Danielle Viau to approve applying to the 2024 Head Start Federal Base Grant as presented. Motion Carried.*

**REVIEW AND APPROVAL OF MOVING FORWARD WITH RENOVATING THE FDL BUILDING FOR THE CHILDCARE INCUBATOR PROGRAM**

Tony Beregszazi presented to the Committee an opportunity to possibly renovate and transform the Fond du Lac Office Head Start rooms to rooms that can be used for the start-up of ADVOCAP's Childcare Incubator program. He informed the Committee that Excel Engineering is willing to look at the Fond du Lac Office Head Start rooms to see if they could be converted into In-Home childcare rooms and the cost of doing so if it is possible.

*A motion was made by Joe Gonyo with a second by Mike Will to approve looking into renovating the Fond du Lac Office for the Childcare Incubator Program in the amount of up to \$10,000. Motion carried.*

**REVIEW AND APPROVAL OF DISSOLUTION OF COMMUNITY OPPORTUNITY ENTERPRISES, INC.**

Tony Beregszazi presented to the Committee a copy of ADVOCAP's Community Opportunity Enterprises (COE) financial statements and the desire to end this subsidiary corporation of ADVOCAP Inc. because the Business Development Department handles these loan funds and there is no longer a need for COE.

*A motion was made by Shawn Ross with a second by Sr. Joyann Repp to approve the dissolution of Community Opportunity Enterprises, Inc. as presented. Motion Carried.*

**UPDATE ON 287 E. 2<sup>ND</sup> STREET**

Tony Beregszazi informed the Committee that the property that the Committee approved the bidding of on 287 E. 2<sup>nd</sup> St. had sold to another bidder in the amount of \$100,000.

**REVIEW AND APPROVAL OF COMPASS GROUP USA INC. AGREEMENT AND CONTRACT WITH ADVOCAP INC.**

Tony Beregszazi presented to the Committee the 2024 Compass Group USA Inc. agreement and contract with ADVOCAP Inc. for their review. He informed the Committee that Compass prepares and delivers weekday meals and frozen weekend meals to Neenah, Menasha, and Oshkosh meal sites and home delivered meals as requested by ADVOCAP. Weekend frozen meals are also provided for Omro, Winneconne and Pickett which are dropped off in Oshkosh for distribution. Tony informed the Committee that the per meal price went up by \$0.50 for the coming year, making each meal a total of \$5.71.

*A motion was made by Gayle Demler with a second by Joe Gonyo to approve the Compass Group USA Inc. agreement and contract with ADVOCAP as presented. Motion Carried.*

**OTHER BUSINESS / ANNOUNCEMENTS**

- a) Committee Meetings October 5, 2023, at the JP Coughlin Center in Oshkosh
- b) Board Meeting October 19, 2023, at the Fond du Lac office

**ADJOURNMENT**

*A motion was made by Mike Will with a second by Gayle Demler to adjourn the meeting 5:50 PM. Motion carried.*

Minutes By: Pam Ziegler