



BOARD OF DIRECTORS MEETING

6:00 PM Thursday, May 2, 2024
Fond du Lac Office- Activity Room

MEETING MINUTES

PRESENT

Connie Anderson, Danielle Viau, Don Nussbaum, Gary Will, Joe Gonyo, Michael Will, Jay Myrechuck, Paulette Feld, Tami Christian, Donna Blend, Raina Lyman, Gayle Demler, Tonya Hitz

ABSENT/EXCUSED

Bob Johnson, Brian Hamill, Deb Neet, Mary Fleischman, Sr. Joyann Repp, Shawn Ross

STAFF

Tanya Marcoe, Tony Beregszazi, Kathy Doyle, Kelly Mauer, Deb Shepro, Jason VanderVelden, Joe Lougher, Pam Ziegler

CALL TO ORDER

The meeting was called to order at 5:53 PM by President, Connie Anderson. A quorum of 13/19 was present.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Donna Blend with a second by Don Nussbaum to approve the agenda as presented. Motion carried.

REVIEW AND APPROVAL OF MARCH 7, 2024, BOARD MEETING MINUTES

A motion was made by Jay Myrechuck with a second by Donna Blend to approve the March 7, 2024, Board Meeting minutes as presented. Motion carried.

REVIEW AND APPROVAL OF ACTIONS BY COMMITTEES

Tanya Marcoe presented the summary of actions by committees to the Board for their review and approval.

The following meetings with astricts (**) were summarized in writing for the Board:

- a) Head Start Policy Council 03/20/24 Meeting**
- b) Finance & Personnel 04/18/24 Committee Meeting**
- c) Advocacy & Operations 04/18/24 Committee Meeting**
- d) Planning & Program Development 04/18/24 Committee Meeting**
- e) Executive Committee 05/02/24 Meeting- summarized below

Tanya Marcoe informed the Board that in the Executive Committee meeting they approved the addition of Sr. Edie Crews to our Board of Directors. They approved Joe Lougher as a check signer. They approved serving SKILLS students who live in Washington County but go to school in Fond du Lac County as long as the three counties we serve are taken care of first.

A motion was made by Joe Gonyo with a second by Donna Blend to approve the Actions by Committees as presented. Motion Carried.

PRESENTATION OF 2023 AGENCY WIDE AUDIT BY HAWKINS ASH CPAS

Tanya Marcoe provided the Board with training on Finance before Chuck presented the 2023 Audit. Tanya provided information on financial management, financial procedures, ADVOCAP's budget and where the money is spent, which was done by going over ADVOCAP's Statement of Financial Position and the Statement of Revenues and Expenses.

Chuck presented a Summary of ADVOCAP's 2023 Agency-Wide Audit to the Board. Chuck explained the auditors' responsibility under auditing standards generally accepted in the United States (GAAS), the scope of the audit, accounting practices, and ethical requirements. Chuck then reviewed assets, liabilities, net assets, and a summary of revenues and expenses. No issues were found while conducting the Audit.

ANNOUNCEMENTS OF ELECTION RESULTS OF BOARD OFFICERS AND EXECUTIVE COMMITTEE

Connie Anderson announced the winners of the Election, and they are as followed:

- Connie Anderson- President & Executive Committee
- Jay Myrechuck- Vice President & Executive Committee
- Shawn Ross- Treasurer & Executive Committee
- Paulette Feld- Secretary & Executive Committee
- Gayle Demler- Executive Committee
- Michael Will- Executive Committee
- Joe Gonyo- Executive Committee
- Tami Christian- Executive Committee
- Danielle Viau- Executive Committee

OTHER BUSINESS / ANNOUNCEMENTS

- a) ADVOCAP's Annual Meeting May 16, 2024, at the Heidel House Hotel & Conference Center, located at 653 Illinois Ave., Green Lake, WI 54941, from 5:00pm until 8:00pm
- b) Committee Meetings June 20, 2024, at the JP Coughlin Center in Oshkosh.
- c) Board meeting, and Executive Committee meeting July 11, 2024, at ADVOCAP's Prairie View School, W911 State Highway 44, Markesan, WI 53946

ADJOURNMENT

A motion was made by Michael Will with a second by Donna Blend to adjourn the meeting at 6:57 PM. Motion carried.

Minutes By: Pam Ziegler