

## **Executive Committee Meeting**

5:00 PM – January 22, 2026

ADVOCAP Fond du Lac Office – Activity Room  
19 W 1<sup>st</sup> Street | Fond du Lac, WI 54935

### **Present:**

Connie Anderson, Tami Christian (5:06pm, *virtual*), Jay Myrechuck, Shawn Ross, Paulette Feld (5:04pm), Joe Gonyo, Michael Will, Gayle Demler (5:16pm)

### **Absent/Excused:**

Danielle Viau

### **Staff:**

Tanya Marcoe, CJ Bruden, Kathy Doyle, Joe Lougher, Tony Beregszazi, Becky Heldt, April Mullins-Datko, Justin McArthur (*virtual*), Lisa Serverson (*virtual*), Jason VanderVelden (*virtual*), Deb Shepro (*virtual*), Dawn Patterson (*virtual*).

### **Call to Order:**

*The meeting was called to order at 5:00PM by President Connie Anderson. A quorum of 8/9 was present.*

### **Review and Approval of Agenda (as modified):**

Two additions were made to the meeting agenda:

- a) 5.1 Review and Approval of Actions by Committees
- b) 11.1 Acceptance of Bob Johnson Resignation

*A motion was made by Jay Myrechuck, with a second by Shawn Ross, to approve the agenda as modified. Motion carried.*

### **Review and Approval of September 5, 2025, Executive Committee Meeting Minutes:**

*A motion was made by Jay Myrechuck, with a second by Connie Anderson, to approve September 5, 2025, meeting minutes. Motion carried.*

### **Review and Approval of September 25, 2025, Executive Committee Meeting Minutes:**

*A motion was made by Michael Will, with a second by Jay Myrechuck, to approve September 25, 2025, meeting minutes. Motion carried.*

### **Review and Approval of Actions by Committees:**

*A motion was made by Shawn Ross, with a second by Jay Myrechuck, to approve of actions taken by Committees. Motion carried.*

### **Review and Approval of Board Self-Assessment Survey:**

Tanya presented a draft Board Self-Assessment survey, explaining that its purpose is to help identify areas where the Board would like to grow or improve. The assessment was recommended by CSBG personnel as a best-practice governance tool. She noted that this survey is intended to serve as a starting point, and Board members are encouraged to suggest any additions or revisions they feel would make the assessment more useful or comprehensive.

*A motion was made by Paulette Feld, with a second by Connie Anderson, to approve the Board Self-Assessment Survey. Motion carried.*

### **Review and Approval to sell 0.2 acres of Jackson Street Property:**

Tanya reported that the owner of a neighboring property has repeatedly inquired about purchasing a portion of land adjacent to the Childcare Incubator site to allow for additional parking. This land was originally acquired as part of the parcel for the Childcare Incubator project. The proposed sale would not impact the Incubator project in any way. All costs associated with the transaction would be covered by the prospective buyer. Additionally, the sale would resolve an existing issue related to a city sewer lateral that currently runs through that portion of the property.

*A motion was made by Jay Myrechuck, with a second by Michael Will, to approve the sale of 0.2 acres of Jackson Street Property. Motion carried.*

### **Review and Approval of hiring an Agency wide Fund Developer:**

Tanya shared that, in her 17 years at ADVOCAP, the agency has not had a strong, formal fund development program focused on generating donations. Through the recent annual risk assessment process, leadership identified the need to diversify funding sources due to uncertainty surrounding several current government-funded programs.

Tanya reviewed potential fund development consultant candidates with the Committee and provided a comparison table outlining the differences between them. If approved, work with the selected fund development partner will begin February 1, with the goal of presenting a proposed fundraising plan to the Board of Directors at the March meeting. Leadership recommended moving forward with Catalyzt.

*A motion was made by Jay Myrechuck, with a second by Paulette Feld, to approve the hiring of an agency wide Fund Developer. Motion carried.*

### **Presentation regarding Fond du Lac Community Development Initiative**

Tanya presented a community development initiative that has been in progress for over a month. She shared findings from a City of Fond du Lac housing study indicating the community is currently short approximately 850 rental housing units. She also noted that downtown Fond du Lac is considered a food desert, with no grocery store located within one mile of existing low-income housing.

Leadership is recommending the potential purchase of a building located at the corner of Forest Avenue and Brooke Street (42 S. Brooke Street) as the site for a mixed-use community development project. Tanya outlined a vision for the property that would include:

- a) 46 units of housing
- b) 26 one-bedroom units
- c) 12 two-bedroom units
- d) 8 three-bedroom units
- e) An ADVOCAP Opportunity Center
- f) An onsite Mental Health Clinic
- g) An Onsite Grocery Store

She explained this project is intended to support housing stability, improve food access, expand health and wellness opportunities, provide integrated support services, encourage economic development, reduce homelessness, improve mental health outcomes, and strengthen families and community networks.

Tanya reviewed a financial overview of the project, with a total estimated development cost of \$16,226,606, including a \$1.5 million property purchase price. She emphasized that submitting an offer on the property would not place ADVOCAP at financial risk, as the purchase would be contingent upon securing all necessary funding sources. If funding is not secured, ADVOCAP would be able to withdraw from the project.

Tanya also reviewed WEDA requirements and a projected 15-year operating cash flow model, noting the goal is to complete the project debt-free. The current proposed timeline targets a grand opening in May 2028.

**Approval of Offer to Purchase 42 S. Brooke Street for \$1,500,000:**

Tanya requested Executive Committee approval for ADVOCAP to submit an offer to purchase 42 S. Brooke Street for \$1,500,000.

*A motion was made by Jay Myrechuck, with a second by Gayle Demler, to approve ADVOCAP putting in an offer to purchase 42 S. Brooke Street for \$1,500,000. Michael Will was opposed. Motion carried.*

**Approval of Offer to Purchase 24 S. Brooke Street for \$1:**

Tanya requested Executive Committee approval for ADVOCAP to submit an offer to purchase 24 S. Brooke Street for \$1. She explained that this offer would be contingent upon the successful purchase of 42 S. Brooke Street, as both buildings are located on the same parcel.

If both transactions are completed, the property at 24 S. Brooke Street will become the future Fond du Lac ADVOCAP office location.

*A motion was made by Paulette Feld, with a second by Tami Christen, to approve ADVOCAP putting in an offer to purchase 24 S. Brooke Street for \$1. Motion carried.*

**Acceptance of Bob Johnson Resignation:**

Tanya informed the Executive Committee that Bob Johnson has submitted his resignation from the ADVOCAP Board of Directors. Although he began his business journey with support from ADVOCAP,

he is no longer able to attend meetings regularly due to the continued growth and demands of his business. The Committee was asked to formally accept his resignation.

A motion was made by Jay Myrechuck, with a second by Shawn Ross, to accept Bob Johnson's resignation from the ADVOCAP Board of Directors. Motion carried.

**Other Business/Announcements/Reports:**

- a) Committee Meetings: February 26, 2026, JP Coughlin Center, 625 E County Rd Y, Oshkosh, WI 54901
- b) Meeting & Executive Committee Meetings: March 19, 2026, ADVOCAP Office, 19W 1<sup>st</sup> Street, Fond du Lac, WI
- c) Spring All-Staff Meeting: April 17, 2026, Avenue 795, 795 Fond du Lac Ave, Fond du Lac, WI
- d) Committee Meetings: April 23, 2026, ADVOCAP Office, 181 E North Water Street, Neenah, WI

**Adjournment:**

*A motion was made by Michael Will, with a second by Jay Myrechuck, to adjourn the meeting at 6:25 pm. Motion carried.*