

Board of Directors' Meeting Minutes

6:00 PM – Thursday, May 28, 2026

JP Coughlin Center – Room B

625 E County Rd Y | Oshkosh, WI 54901

Present:

Connie Anderson, Michael Will, Tami Christian, Shawn Ross, Joe Gonyo, Jay Myrechuck, Paulette Feld, Danielle Viau, Gayle Demle, Raina Lyman, Tonya Hitz, Deb Neet, Karen Powers, Nita Krenz, Amber Lyn Gilbertson.

Absent/Excused:

Seth Therrian, Brian Hamill, Edie Crews, Donna Blend, Mary Fleischman, Shaddai Carmona.

Staff:

Tanya Marcoe, Tony Beregszazi, Lisa Severson, Kelly Mauer, Kathy Doyle, Deb Shepro, Becky Heldt, Justin McArthur, April Mullins-Datko, Dawn Paterson, Joe Lougher, CJ Bruden

Call to Order:

The meeting was called to order at 5:59pm by President Connie Anderson. A quorum of 15/24 was present.

Review and Approval of Agenda:

A motion was made by Amber Lyn Gilbertson, with a second by Gayle Demler, to approve the agenda as presented. Motion carried.

Review and Approval of March 19, 2026, Board of Directors' Meeting Minutes:

A motion was made by Amber Lyn Gilbertson, with a second by Paulette Feld, to approve the meeting minutes for March 19, 2026, Board of Directors' meeting minutes as presented. Motion carried.

Review and Approval of Actions by Committees:

The Board reviewed the following committee meeting minutes:

- RSVP Advisory Committee – February 18, 2026
- Executive Committee – April 13, 2026
- F&N Advisory Committee – April 21, 2026
- F&P Committee – April 23, 2026
- A&O Committee – April 23, 2026 (Lack of Quorum)
- PPD Committee – April 23, 2026
- Head Start Policy Council – May 5, 2026
- FGP Advisory Committee – May 14, 2026
- Executive Committee – May 28, 2026

A motion was made by Amber Lyn Gilbertson, with a second by Jay Myrechuck, to approve the actions taken by committees. Karen Powers abstained. Motion carried.

Board Training by CESA6:

Ted Neitzke, Executive Director of CESA 6, provided board governance and leadership training for Board members. Mr. Neitzke shared his background in public education, nonprofit governance, and public service, including his experience serving on numerous nonprofit boards and as Mayor of Port Washington.

Mr. Neitzke emphasized several leadership principles throughout the training. He noted that "an unspoken expectation can never be met," stressing the importance of clearly communicating expectations rather than relying on assumptions or inference. He also discussed the concept that "a behavior ignored is a behavior reinforced," highlighting the importance of addressing behaviors that do not align with organizational expectations. Additionally, he emphasized that "a question never asked can never be answered," encouraging direct communication and engagement.

Board members discussed strategies for addressing non-compliant or disrespectful behavior, including communicating concerns using personal statements, reinforcing positive behaviors, and engaging others when inappropriate conduct persists. Mr. Neitzke noted that unresolved conflicts are often rooted in differences in values and encouraged participants to address challenges directly and learn from failures in order to promote continuous improvement.

The training included discussion regarding board composition and the value of recruiting members who contribute through service, experience, expertise, community connections, and financial support. Mr. Neitzke emphasized that all board members play an advisory role in supporting organizational success.

Mr. Neitzke also introduced the concept of "Buffalo Leadership," which encourages individuals and organizations to confront challenges directly rather than avoid them. Discussion focused on perseverance, accountability, engagement, and maintaining focus on solutions during periods of difficulty or change.

The session concluded with a review of nonprofit governance responsibilities. Mr. Neitzke emphasized that nonprofit status is a tax designation rather than a business strategy and that boards have a responsibility to ensure long-term organizational sustainability. Discussion focused on the Board's role in leadership, strategy, policy development, and oversight of organizational results, while avoiding involvement in day-to-day operations.

Board members also reviewed characteristics of high-functioning and low-functioning boards. Topics included the importance of establishing operating norms, focusing on organizational goals and outcomes, supporting leadership, engaging in self-evaluation and continuous improvement, and avoiding behaviors that create confusion, undermine leadership, or shift focus away from organizational objectives.

Review and Approval of January & February 2026 Agency Wide Financial Statements:

Joe presented the January and February 2026 Agency-Wide Financial Statements and reported that the agency's financial position remains stable and consistent with expectations. He noted

that financial results for March and April have continued to trend similarly to those reflected in the January and February statements. Joe reported that ADVOCAP does not currently have any significant liabilities or financial concerns and that overall operations are performing in line with budget expectations. Through February, revenues were approximately 16% of the annual budget, which is consistent with the portion of the fiscal year that has elapsed.

Joe highlighted a few areas where departmental activity varies from budget projections due to timing considerations. Business Development revenues are currently below budgeted levels as a result of construction timing associated with the Childcare Incubator Program. Head Start revenues are slightly ahead of budget projections but are expected to normalize as the program approaches its summer break period. Joe explained that any departmental deficits shown in the statements are primarily the result of timing differences between when expenses are incurred and when reimbursement funding is received, rather than indicators of programmatic or operational concerns.

Joe further reported that the agency's assets totaled approximately \$11.2 million as of February 28, 2026, with total liabilities of approximately \$4.6 million. Fund balances remained strong at approximately \$6.6 million. He noted that the current-year deficit reflected in the statements is largely attributable to normal reimbursement timing and funding cycles.

Joe opened the floor for questions. No questions were raised by committee members.

A motion was made by Nita Krenz, with a second by Amber Lyn Gilbertson, to approve the January and February 2026 Agency Wide Financial Statements.

Announcement of Election Results of Board Officers and Executive Committee Members:

The results of the Board Officer and Executive Committee elections were announced to the Board. Members were informed that the current officers and Executive Committee members were re-elected to serve another term. As a result, there were no changes to Board leadership or Executive Committee membership for the upcoming term.

Other Business/Announcements/Reports:

Tanya Marcoe provided updates and reminders regarding the following:

- a) Committee Meetings: June 25, 2026 – ADVOCAP Fond du Lac Office, 19 W 1st Street, Fond du Lac, WI, 54935
- b) Board Meeting: July 23, 2026- ADVOCAP Prairie View Center, W911 State Highway 44, Markesan, WI 53946
- c) Committee Meetings: August 27, 2026-JP Coughlin Center, 625 E. County Road Y, Oshkosh, WI 54901
- d) Tanya Marcoe reported that Gary Will has submitted his resignation from the Board of Directors to spend more time with his family. It was announced that former board member Tom Dornbrook has agreed to return to the Board and will fill the vacancy created by Gary's resignation.

Adjournment:

Board members adjourned to a closed session at 7:55pm