

FINANCE AND PERSONNEL COMMITTEE MEETING

6:00 PM Thursday, August 15, 2024
JP Coughlin Center
625 E. County Road Y, Oshkosh

MEETING MINUTES

PRESENT

Jay Myrechuck, Connie Anderson, Tami Christian, Shawn Ross, Joe Gonyo, Karen Powers

ABSENT/EXCUSED

Brian Hamill, Gayle Demler

STAFF

Tanya Marcoe, Tony Beregszazi, Kathy Doyle, Kelly Mauer, Joe Lougher

CALL TO ORDER

The Finance & Personnel Meeting was called to order at 5:05 PM by Chair, Jay Myrechuck. A quorum of 6/8 was present.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Karen Powers with a second by Connie Anderson to approve the agenda as presented. Motion carried.

REVIEW AND APPROVAL OF JUNE 20, 2024, COMMITTEE MEETING MINUTES

A motion was made by Connie Anderson with a second by Tami Christian to approve the June 20, 2024, minutes as presented. Motion carried.

REVIEW AND APPROVAL OF JUNE 2024 FINANCIAL REPORTS

Tanya Marcoe presented ADVOCAP's June Financial Reports to the Committee for their review and approval. She informed the Committee that everything is consistent across the board, and we are on track with our department budgets.

A motion was made by Karen Powers with a second by Tami Christian to approve the June 2024 Financial Reports as presented. Motion carried.

REVIEW CREDIT CARD STATEMENTS

Tanya Marcoe presented ADVOCAP's credit card statements for May and June to the Committee for their review. No issues were found.

AUGUST HR NARRATIVE

Kelly Mauer presented ADVOCAP's HR narrative to the committee informing them that the current year-to-date total for FMLA's/Leaves of absence is 30, and the current year-to-date turnover rate is 18%. Head Start had 44 individuals that were laid off for the summer and they will be returning by 8/26. ADVOCAP



has hired 7 individuals so far this month, we currently have 8 job openings, and 8 positions that have pending hires.

OTHER BUSINESS/ANNOUNCEMENTS

Tanya Marcoe informed the Committee that Chad Dull will be presenting at the September 5th Board Meeting on Poverty Informed Practices.

- a) Board meeting, September 5, 2024, at the ADVOCAP Office, 19 W. 1st. St., Fond du Lac, held in the First-Floor Activity Room
- b) Committee meetings, October 17, 2024, at the JP Coughlin Center, 625 E. County Rd. Y, Oshkosh, held in Room B

ADJOURNMENT

A motion was made by Connie Anderson with a second by Karen Powers to adjourn the meeting at 5:32 PM. Motion carried.

Minutes by: Pam Ziegler