

NORTHEAST IOWA COMMUNITY ACTION CORPORATION
305 MONTGOMERY STREET, P.O. BOX 487
DECORAH, IA 52101

Approved

The Northeast Iowa Community Action Corporation Board of Directors meeting was held on Monday, March 24, 2025, at the Fayette County Courthouse. The Finance Committee met at 5:45 pm. The Board of Directors meeting was called to order at 6:00 pm. Board Chair, Les Askelson, called the meeting to order followed by reciting the NEICAC mission statement. Roll call was taken.

Present were:

Dan Byrnes	Suellen Kolbet (Virtual)
Janel Langreck	Nina Brickman
Jasmin Morrison (Virtual)	Jeff Bunn
Linda Voshell (Virtual)	Joseph Pisney
Les Askelson	Corey Cerwinski
Melissa Nation (Virtual)	Steve Breitbach (Virtual)
Stacie Cooper (Virtual)	Melissa Timmermans (Virtual)
Cindy Yslas (Virtual)	Wendy Shea
Steve Doeppke	
Trisha Wilkins, Staff	Chrishelle Stravers, Staff
Karli Schmelzer, Staff	

Guest: Katherine Harrington, ICAA (Virtual)

Board members unable to attend are as follows:

Marcia Hesse	Jessica Goltz
Nick Winter	Shirley Vermace

The first agenda item was review of the 3/24/25 meeting agenda. Move to approve the 3/24/25 meeting agenda by Joe Pisney, seconded by Steve Doeppke. Motion carried all voting aye.

The next item was the consent agenda which included the minutes for the 2/24/25 Board Meeting; March Program and Agency Dashboard Report; Head Start, Early Head Start, and CACFP Reports; Policy Council Minutes; LIHEAP & Crisis Reports; National Community Action Partnership Conference dates and location; Iowa Community Action Conference dates and location; and set next meeting date of April 28, 2025 (In-Person and Hybrid). Move to approve the consent agenda by Linda Voshell, seconded by Wendy Shea. Motion carried all voting aye.

Katherine Harrington from Iowa Community Action Association discussed NEICAC's upcoming strategic plan. Katherine presented the results of the Start, Stop, Continue Exercise survey that board members and agency staff had completed. Based on those results, the proposed strategic priority areas are Community Building, Revenue Diversification and Culture. The board discussed the survey results and the proposed strategic priority areas and commented they were in agreement with moving forward with those strategic priority areas.

Trisha Wilkins then reviewed with the Board the February Financial Reports. Move to approve the February Financial Reports as presented by Nina Brickman, seconded by Joe Pisney. Motion carried

all voting aye. The balance sheet was included with the Board packet and was for the Board's information.

Jeff Bunn presented on behalf of the Finance Committee, stating that everything looked to be in order with no discrepancies noted. Move to approve the Finance Committee report of the bill and credit card statements as presented by Jeff Bunn, seconded by Dan Byrnes. Motion carried all voting aye.

The next item on the agenda was the Waukon USDA Annual Report. This is the annual financial information for the Waukon Head Start Building that NEICAC owns. Move to approve the Waukon USDA Annual Report as presented by Joe Pisney, seconded by Janel Langreck. Motion carried all voting aye.

Fall 2025 Head Start Application Status was next on the agenda. Trisha Wilkins shared that Open Houses and Registration has begun for the Head Start classrooms. So far, 171 applications have been received. This was for the Board's information.

Next on the agenda was an update on moratorium protections. Customers are encouraged to visit with a Family services Specialist before committing to a Deferred Payment Agreement on past due utility debt so that an affordable agreement can be negotiated. Moratorium ends April 1, 2025. This was for the board's information.

Trisha Wilkins provided updates on the National Community Action Foundation Conference, the Head Start Legislative Breakfast and the FaDSS Program Day on the Hill that were all held in March. This was for the Board's information.

Trisha Wilkins then reviewed the Grants, Contracts & Funding Report. This included contract amendments for CSBG and Weatherization and a grant awarded by the Winneshiek County Community Foundation for the Crisis program. This was for the Board's information.

Next, Trisha Wilkins shared her CEO Report. This was for the Board's information.

Trisha Wilkins discussed the May Board Meeting date. The fourth Monday of the month falls on Memorial Day, Trisha recommended moving the meeting to Monday, May 19th. Move to approve the meeting date as recommended by Steve Doepcke, seconded by Joe Pisney. Motion carried all voting aye.

Move to adjourn the meeting at 6:52 pm by Dan Byrnes, seconded by Janel Langreck. Motion carried all voting aye.

Reporting Secretary



Chrishelle Stravers, CFO