

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, October 27, 2025, via Microsoft TEAMS. 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:

Corey Cerwinski
Janel Langreck
Shirley Vermace
Jessica Goltz
Les Askelson
Linda Voshell
Melissa Timmermans
Wendy Shea

Nina Brickman
Marcia Hesse
Joseph Pisney
Cindy Yslas
Melissa Nation
Suellen Kolbet
Nick Winter

Trisha Wilkins, Staff
Karli Schmelzer, Staff
Chrishelle Stravers, Staff

Board members unable to attend are as follows:

Stacie Cooper (3)
Dan Byrnes
Jasmin Morrison

Jeff Bunn
Steve Breitbach
Steve Doeppke

The first agenda item was review of the 10/27/25 meeting agenda. Move to approve the 10/27/25 meeting agenda by Corey Cerwinski, seconded by Nick Winter. Motion carried all voting aye.

The next item was the consent agenda which included the minutes for the 9/22/25 Board Meeting; October Program and Agency Dashboard Report; Head Start, Early Head Start, CACFP Reports and Policy Council Minutes; LIHEAP and Crisis Reports; and set next meeting date of November 24, 2025 (In-Person and Hybrid). Move to approve the consent agenda by Shirley Vermace, seconded by Suellen Kolbet. Motion carried all voting aye.

Trisha Wilkins then reviewed with the Board the September Financial Reports. Move to approve the September Financial Reports as presented by Cindy Yslas, seconded by Joseph Pisney. Motion carried all voting aye. The balance sheet was included with the Board packet and was for the Board's information.

Janel Langreck 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 Janel Langreck, seconded by Joseph Pisney. Motion carried all voting aye.

Trisha Wilkins then shared an update on the Housing Program. Trisha Wilkins held meetings with local realtors, Travis Goedken, the Decorah City Administrator, and Stephanie Fromm, Winneshiek County's Economic Development Director. Trisha will join the next group housing meeting to present the current situation to community members. This was for the Board's information.

Next on the agenda was the first update for the new NEICAC Strategic Plan. Trisha Wilkins shared that we are on target in all areas. Trisha also shared a report highlighting the initiative's accomplishments for the first quarter, also sharing that NEICAC's leadership team has been assigned roles and have completed areas within the various objectives. This was for the Board's information.

The next item on the agenda was an update on the Board Manual. Trisha Wilkins reviewed and noted the only change was the marketing NEICAC Story piece. Trisha posted this to the Board Portal. This was for the Board's information.

Trisha Wilkins then shared the program year CSBG 2026 National Performance Indicators for Individuals and Families and Community Initiatives. These are the initial target numbers for the CSBG Plan timeline from 10/1/25 to 9/30/2026. The indicators and their programs have already been approved. We determine the numbers from the previous year-end reports, funding, and programmatic changes. Move to approve the FY26 Individual & Family/Community Initiative National Performance Indicators Target Numbers as presented by Suellen Kolbet, seconded by Shirely Vermace. Motion carried all voting aye.

Next on the agenda were the Head Start Semi-Annual Federal Financial Report 425 and the Head Start Funding Application & HS/EHS/T&TA Budgets. The Semi-Annual Federal Financial Report covers the timeline of February to July 2025 and consists of Head Start funding disbursements, receipts, expenditures, and the remaining unobligated balance. The Head Start Funding Application & HS/EHS/T&TA Budgets include the operational/program budget for Head Start, Early Head Start, and Training and Technical Assistance. Move to approve the Head Start Funding Application & HS/EHS/T&TA Budgets as presented by Cindy Yslas, seconded by Janel Langreck. Motion carried all voting aye.

The Board Assessment survey was next on the agenda. There was a total of 10 responses, which was just under the 50% rate. Trisha Wilkins shared there were some questions that surrounded the fundraising and financial contributions; the Fundraising Committee's ongoing and future discussions should help provide additional guidance. There were discussions on the day, time and frequency of the Board Meetings or a possible shift in having the Executive Committee handle more business than they currently do. No changes were determined at this time. This was for the Board's information.

Federal and State legislative/funding updates were next on the agenda. Trisha Wilkins shared that we are still on a government shutdown. Trisha has noted concerns from the National Community Action Foundation about the stability of community action programs and has sent out letters to Hinson, Grassley, and Ernst. Trisha Wilkins was able to meet with Representative Hinson's staff

virtually and discussed the shutdown and the inability to continue operations without FY26 CSBG and LIHEAP allocations. We are concerned about the impact discontinuing the SNAP program will have on our communities. NEICAC has sent out mass communications and postings on social media requesting donors consider giving to our food pantries as losing SNAP benefits will increase demand in our pantries. Jessica Goltz commented that the Family Resource Center in Guttenberg was gearing up as well.

The next item on the agenda was an update on the Bremer County Family Services and Food Pantry facility. The transition from the old facility to the new space at 1805 Horton Road happened on 10/18/25. Thanks to the generous time and money from the community and organizations, we updated indoor and outdoor spaces, landscaping, and parking areas.

Trisha Wilkins then reviewed the Grants, Contracts, and Funding Report. This included contract amendments for LIHEAP and HEAP Weatherization Assistance. We were awarded \$20,000 for the Clayton County Crisis program from Upper Mississippi Gaming Corporation. This was for the Board's information.

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

Lastly, Trisha Wilkins stated that it was time for the Board Personnel Committee to meet to discuss policy updates and employee salaries. Trisha will send out a Doodle poll to members to schedule a meeting before the November 24th Board meeting.

Move to adjourn the meeting at 6:37 pm by Joseph Pisney, seconded by Nick Winter. Motion carried all voting aye.

Reporting Secretary



Chrishelle Stravers, CFO