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, May 18, 2026, 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 Vice-Chair, Janel Langreck, called the meeting to order followed by reciting the NEICAC mission statement. Roll call was taken.

Present were:

Dan Byrnes	Joseph Pisney
Janel Langreck	Corey Cerwinske
Jasmin Morrison	Marcia Hesse
Linda Voshell	Shirley Vermace
Wendy Shea	Steve Breitbach
Melissa Nation	Melissa Timmermans
Nick Winter	Lynn Weidler
Jeff Bunn	
Trisha Wilkins, Staff	Chrishelle Stravers, Staff
Karli Schmelzer, Staff	

Guest:

Karl Eck, WIPFLI, LLP

Board members unable to attend are as follows:

Les Askelson	Nina Brickman
Stacie Cooper	Steve Doeppke

The first agenda item was review of the 5/18/26 meeting agenda. Move to approve the 5/18/26 meeting agenda by Wendy Shea, seconded by Shirley Vermace. Motion carried all voting aye.

The next item was the consent agenda which includes the minutes for the 4/27/26 Board Meeting; 4/28/26 Fundraising Committee Minutes; May Program and Agency Dashboard Report; Head Start, Early Head Start, and CACFP Reports; Policy Council Minutes; LIHEAP & Crisis Reports; and set next meeting date of June 22, 2026 (In-Person and Hybrid). Move to approve the consent agenda by Joseph Pisney, seconded by Corey Cerwinske. Motion carried all voting aye.

Karl Eck, from WIPFLI, LLP was this month's presenter. Karl presented to the Board the completed FY26 (2/1/25-1/31/26) Financial Audit Report. Karl Eck answered questions on the financial statements from the Board. Board members received the completed audit via email and it is posted on the NEICAC's Board Portal. Move to approve the FY26 (2/1/25-1/31/26) Financial Audit Report as presented by Corey Cerwinske, seconded by Shirley Vermace. Motion carried all voting aye.

Trisha Wilkins then reviewed with the Board the April Financial Reports. Move to approve the April Financial Reports as presented by Dan Byrnes, seconded by Shirley Vermace. Motion carried all voting aye. The balance sheet was included with the Board packet and was for the Board's information.

Dan Byrnes 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 Dan Byrnes, seconded by Joseph Pisney. Motion carried all voting aye.

Trisha Wilkins then discussed the Transit Billing & Fiscal Specialist job description and wage scale. Move to approve the Transit Billing & Fiscal Specialist job description and wage scale as presented by Nick Winter, seconded by Jasmin Morrison. Motion carried all voting aye.

Head Start preschool program applications for the 2026-2027 school year were discussed next. Trisha Wilkins shared 122 income-eligible applications, 22 applications at 101-130% FPI, and 40 over-income applications have been received. This was for the Board's information.

Next, Trisha Wilkins shared the Community Services Block Grant (CSBG) FY27 Application and National Performance Indicators (NPIs) specific to Individuals, Families, and Community Initiatives. CSBG funds will be utilized for Family Services and CSBG-related staffing and office costs. Move to approve the Community Services Block Grant (CSBG) FY27 Application and National Performance Indicators (NPIs) as presented by Shirley Vermace, seconded by Marcia Hesse. Motion carried all voting aye.

Housing Property sales of Woolen Mill and Calmar Apartments were next on the agenda. Trisha Wilkins shared that the abstracts for both have been updated and are now in the hands of the buyer's attorney for review. NEICAC's Julie Buddenberg, Weatherization and Housing Director, will meet with the buyer to discuss the specifics of each property to ensure a smooth transition for tenants. This was for the Board's information.

Trisha Wilkins then provided a disclosure to the Board regarding the state's request for information listed on a LIHEAP application. This was for the Board's information.

Next, Trisha Wilkins shared that there will be a survey form sent to all Board Members to complete the CEO annual performance evaluation. The completed evaluation will need to be presented and approved at the July Board meeting. The survey will be sent on June 1st with a completion deadline of June 19th. This was for the Board's information.

Federal and State legislative updates were next on the agenda. Trisha Wilkins shared that Iowa's legislative session ended with a property tax plan and budget bills. The Early Childhood bill, which will create a new ECI and Family Services system in Iowa HHS, also passed. At the Federal level, NCAF is working to collect data on delays in Department of Energy funding for the Weatherization Program. This was for the Board's information.

Trisha Wilkins then reviewed the Grants, Contracts & Funding Report. This included contract amendments for Weatherization and LIHEAP; and grants awarded by the United Way of Dubuque

Area Tri-States for multiple County Crisis programs, and Oelwein Area United Way for the County Crisis program. This was for the Board's information.

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

Move to adjourn the meeting at 6:38 pm by Marcia Hesse, seconded by Nick Winter. Motion carried all voting aye.

Reporting Secretary

Chrishelle Stravers

Chrishelle Stravers, CFO