

Board of Directors Minutes

June 16, 2026



1. **Call to order:** Board President Cyndi Mears called the meeting to order at 1:15 p.m.

2. There was a **quorum present**. Members present were:

Des Moines County	Henry County	Lee County	Louisa County
Rhonda Reif	Mark Lindeen	Catey Swyter	Cyndi Mears
	Linda Boshart	Ginger Knisley	Kevin Hardin

Staff Present: Sheri Wilson, Rachel Albrecht, Matthew LeClere, Sarah Gutting, and Melissa Privia

Members Absent: Brent Ruther, Nicole Pappalardo, Brittany Kolzow, and Shane McCampbell

Others Present: Barb Stukerjurgan (Community Action Intern), Roger Pavey (2:00pm-2:25pm)

3. **Consideration of the Agenda:** Motion by Knisley, second by Hardin, to approve today's Agenda. Motion approved by voice vote.

4. **Consideration of the Minutes:** Motion by Hardin, second by Knisley, to approve the May 19, 2026 Meeting Minutes. Motion approved by voice vote.

5. **Action Items:**

- Weatherization Truck Purchase:** The state has yet to approve the truck purchase so this item had no motion.
- Agency Risk Assessment 2026:** Motion by Knisley, second by Hardin, to approve the Agency Risk Assessment 2026. Motion approved by voice vote.
- Agency Strategic Plan 2025-2030 Update:** Motion by Knisley, second by Hardin, to approve the Agency Strategic Plan 2025-2030 Update. Motion approved by voice vote.

6. **Executive Director's Report:**

Wilson led an agency management meeting, met with the new executive director at the Iowa Community Action Association (ICAA), attended a Zoom regarding a weatherization call to the State and the priority list, presented ROMA Training with Albrecht to agency staff, did a radio interview, participated in the Hiring Committee meetings, met with Pavey regarding his analysis and today's presentation, worked with Albrecht on the low income representative board opening, and was selected to receive the Robert F. Tyson Memorial Award by ICAA.

7. **Financial Reports:**

- Statement of Financial Position**
- Budgets**
- Credit Card Statements**
- Check Listing and Direct Deposits**

Motion by Hardin, second by Knisley, to accept the Financial Reports. Motion approved by voice vote.

8. Information:

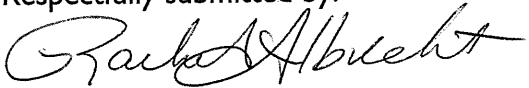
- a. Weatherization Administrative Monitoring Review & Field Inspections Report
- b. Iowa Health & Human Services (IHHS) Audit Resolution Report
- c. Iowa Health & Human Services (IHHS) Audit Resolution Contracts (LIHEAP, CSBG, Weatherization)
- d. Head Start Self-Assessment Summary 2025 - 2026
- e. Program Updates

9. Financial Analysis and Forecast Presentation: Roger Pavey, President & CEO, Illinois Association of Community Action Agencies, presented a look at the agency's financial position. He reviewed the past 10 years of audits and had met with Executive Director Wilson and Finance Director Gutting. He went over the agency financial strengths, weaknesses, and opportunities for growth. Pavey presented three recommendations for the Board to focus on. He noted the organization is financially healthy, trending in the right direction, and not living outside its means.

10. Next Meeting: Tuesday, August 18, 2026, at 1:15 p.m. at Central Office, Burlington, or via Zoom.

11. Adjournment: Motion by Knisley, second by Hardin to adjourn. The meeting ended at 2:25 p.m.

Respectfully submitted by:



Rachel Albrecht, Planning Director