



CAP Board Meeting

Agenda 7/17/18

5:30 PM District Office

Present: Jim Womble, Bernie Nikolay, Eddie Pahuski, Peter VanDenEinde, Steve Struss, Tim Bolger
Absent: Tracy Smithback-Travis, Jessica Stenklyft, Jody Wilke, Kristin Peppay
Also present: Lesli Rumpf, Executive Director, Kristine Reich, Office & Finance Manager

- I. Call Meeting to Order - Eddie called meeting to order at 5:30 pm.
- II. Public Comments - No one present from the public.
- III. Approve June Meeting Minutes - Jim made a motion to approve the June meeting minutes and Peter seconded. The motion was unanimously approved (Steve abstained)
- IV. Chairperson's Report - Eddie requested that if a board member will not be able to make a meeting to please let us know. Eddie also commented on the follow up that Lesli gave in email from the June meeting. The information in regards to the amount of income put back into the Cambridge community was very impressive and something that should be included in the annual report. (In 2017, \$229,429 of income went back into the Cambridge community as 67 Cambridge residents were employed by CAP.)
- V. Finance Program Review - Kristine Reich, Office & Finance Manager have a short program review of the CAP finance department. Kristine presented information on the finance departments checks & balances, goals, challenges and other items.
- VI. Finance Committee Report – (a) A donation of \$1,000 from the Meinholz family trust for the Food Pantry. Steve made a motion to accept the donation and Jim seconded. The motion was approved. (b) Steve reported funds in good working condition.
- VII. Director's Report - Lesli reported that Dominic Urso, CAP intern this summer, has been doing an amazing job. Lesli also encouraged board members to sign up to volunteer for the Lake Ripley Ride and Try Cambridge Tri as both events are coming up quickly. Lesli has seen some challenges will getting the Food Pantry sidewalk completed. The approved contractor is not returning any phone calls or emails. Steve made a motion for Lesli to seek out another contractor to complete the project for up to the amount of \$3200. Peter seconded the motion and it was unanimously approved.
- VIII. Move to Closed Session for Update on Contractor Action - Jim made a motion to move to go to close session. Steve seconded to motion and it unanimously passed.

- IX. Return to Open - Steve made a motion to return to open session. Peter seconded the motion and it unanimously passed.
- X. Volunteer Recruitment Discussion - Lesli recommended tabling the full volunteer recruitment discussion until more board members are present. Eddie has requested that Lesli come to board with set of questions (in regards to volunteer recruitment discussion) and the board will have a brainstorming session at the August meeting. In order to accommodate the discussion there will not be a program review at the next meeting.
- XI. Next Meeting Date - Tuesday, August 21 at 5:30 pm and the CAP finance committee will be meeting on Tuesday, August 21 at 5:00 pm.
- XII. Adjourn - Steve moved and Tim seconded to adjourn. Motion carried.

Mission ~ *The Cambridge Community Activities Program encourages and promotes life-long wellness by providing a variety of high-quality recreational activities, learning opportunities, aquatics programs, and services to the broad Cambridge area community.*

