



CAP Board Meeting

Minutes – 6/14/23

5:30 PM

In person – CHS District Office

Present:

Bridgette Hermanson, Katie Jeffery, Tim Bolger, Jody Wilke (via phone), Marggie Banker, Peter Vanden Eide, Joe Brady.

Absent:

Tracy Travis, Kayla Sipple, Breah Klemp

CAP Staff:

Mark Schram, Kerry Marren

I. Meeting to Order - Bridgette called the meeting to order at 5:30 p.m.

II. Public Comments - None

III. Election of Officers -

o Chairperson - Katie nominated Bridgette, Tim seconded. Bridgette accepted. Katie motioned to close nominations, Peter seconded, the motion passed unanimously.

Voting followed, passed unanimously.

o Treasurer - Katie nominated Kayla, Tim seconded. Tim motioned to close nominations, Katie seconded, motioned passed unanimously. Voting followed, passed unanimously.

o Secretary - Katie nominated Jody, Tim seconded, Tim motioned to close, Peter seconded. Passed unanimously. Katie, Tim to vote - passed unanimously.

IV. Committee Review

o Personnel Committee - current committee is Bridgette, Jody, Joe, Marggie, Peter, and everyone is willing to continue.

o Finance Committee - current committee is Kayla and Tim, they are willing to continue, board also nominated Breah. Breah will have the option to accept or decline her nomination.

o Tim motioned to approve both the Personnel and Finance committee, Katie seconded, passed unanimously.

o Bylaws review - The board had previously discussed the pros and cons of the current number of board members (currently at 11, with a quorum of 4). After lengthy discussion the board concluded to leave the current structure and pursue filling the current vacancy.

o The Board reviewed and signed confidentiality and conflict of interest documentation. Mark will follow up with those unable to attend tonight.

V. Approve May meeting minutes – 5/3 & 5/17 - Katie motioned to approve, Peter seconded, passed unanimously.

VI. Finance Committee Report

o Donation Report –

- The Food Pantry has received a matching grant from the Madison Community Foundation for \$25,000 to be used to purchase a van for the Pantry. Kerry will fundraise for the other \$25,000 and will work with Mark on insurance and usage policies.
 - o After discussion, Joe motioned to accept the matching grant, Peter seconded, passed unanimously.
- o \$2,500 Kid's Fund Grant - The Youth Center received this grant to help with summer staffing costs.
 - o Tim motioned to approve, Katie seconded, passed unanimously.

VII. Chairperson & Directors Report -

- o Ripley Park made \$3,800 admissions in May. 355% increase, likely due to increased admission costs and beautiful opening weekend weather.
- o CAP will host the National League baseball tournament on June 24.
- o Continuing to see some new seasonal hires.
- o August 16 meeting will include board training with Wegner CPA - be sure to save the date.

VIII. Move to closed session for discussion on personnel matters - Marggie motioned to move to closed session, Joe seconded, passed unanimously, moved to closed session at 6:23 p.m. Katie motioned to return to open session at 6:43 p.m., Tim seconded; motion passed unanimously.

IX. Next meeting date - Wednesday, July 19 at 5:30 p.m. at the Cambridge Elementary School

- o Jody motioned to adjourn, Katie seconded, motion passed unanimously. Meeting adjourned at 6:45 p.m.

Upcoming events:

- June 24 – Baseball Tournament
- July 6 – Community Café
- July 29 - Lake Ripley Ride

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.*

