



**CAP Board Meeting**

Meeting Minutes – 12/13/2023

5:30 PM

CHS IMC

Present:

Ken Muth, Joe Brady, Tim Bolger, Bridgette Hermanson, Tracy Travis, Breah Klemp, Katie Jeffery,  
Kayla Sipple, Marggie Banker

Absent:

Jody Wilke

Staff:

Mark Schram, Kristine Reich, Amanda Hollis

Public:

Kevin Mehringer

- I. Call Meeting to Order: Bridgette called the meeting to order at 5:32 pm.
- II. Public Comments: No public comments
- III. Approve November meeting minutes: Kayla motioned to approve November meeting minutes, Katie seconded; motion carried.
- IV. Finance Committee Report
  - A. Donation Report: Katie motioned to approve, Breah seconded; motion carried.
    1. Kathy Brennan Family \$1,000 FP
    2. Cambridge Area Lions Club \$1,500 FP
- V. Board Vacancy: Two board member vacancies due to resignations of Peter VandenEinde and Tim Bolger. Kevin Mehringer present to express interest in joining the board. Kayla motioned to accept Kevin Mehringer as a board member, Breah seconded, motion carried.
- VI. 2024 Budget Presentation: Mark reviewed the budget presentation addressing questions from the board. Key updates were more explicitly reflecting Fund 80 funds and addition of middle school ball diamond maintenance funds in collaboration with the district. The board discussed the budget changes including consideration of an approximately \$9k deficit and offsets to revenue from credit card fee recapture, interest revenue and technology external funding. Tracy moved to approve the budget with the addition of interest revenue to offset the projected deficit. Joe seconded, motion carried.
- VII. Food Pantry Van: Madison Foundation's funding of \$25k is projected to arrive by December 31

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vs November 30 as originally projected. CAP is requesting to increase funding from 50K to 56K due to receiving additional sponsors. Kayla motioned to approve increased funding from \$50k to \$56k, Katie seconded; motioned carried.

- VIII. Chairperson & Directors Report: Mark reviewed highlights of his report. Bridgette gave accolades to the impressive line up of holiday events.
- IX. Closed session for discussion of personnel matters: Tracy motioned to move to closed session; Kevin seconded; motion carried. Katie motioned to return to open session; Kayla seconded; motion carried.
- X. Next meeting date: January 17 @ 5:30 pm in the district office  
A. Tracy motioned to adjourn; Tim seconded; motion carried. Meeting adjourned at 7:50pm.

Upcoming events:

- Volunteer Banquet Friday, April 19 at Lake Ripley Country Club

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