



CAP Board Meeting

Meeting Minutes - 10/18/2023

5:30 PM

CHS - District Office

Present:

Marggie Banker, Breah Klemp, Tim Bolger, Katie Jeffery, Ken Muth, Jody Wilke, Bridgette Hermanson

Absent:

Tracy Travis, Joe Brady, Kayla Sipple

CAP Staff:

Mark Schram

- I. Call Meeting to Order - Bridgette called the meeting to order at 5:32 pm
- II. Public Comments - No public comments
- III. Approve September Meeting Minutes - Katie motioned to approve September meeting minutes, Jody seconded, motion carried.
- IV. Review of Youth Sport Policies
 - A. Coaches Contract - The board reviewed the Coaches Contract and made a few suggestions for Mark to make and bring back to the board.
 - B. Players Pledge - The board reviewed the Players Pledge and made a few suggestions for Mark to make and bring back to the board.
 - C. Harrasment, Intimidation, Sexual Abuse and Bullying Policy - Mark created a Harrasment, Itimidation, Sexual Abuse and Bullying Policy to include with Youth Coaches Contract. The board suggested it be an all-program encompassing policy. Mark will update and bring back to the board
- V. Finance Committee Report
 - A. Donation Report - No donations for approval.
- VI. 8 Lane Multi-Line Scoreboard - The cost of the Scoreboard is \$9850 cost of scoreboard and the installation estimate provided by Ready Electric is \$1850. The Blue Fins Swim Team successfully raised \$9,588 through fundraising. Mark is recommending to withdraw \$3,000 from the CAP Money Market account to complete the purchase and installation. Tim motioned to allocate up to \$3,000 from the Money Market account for the purchase of the scoreboard and installation, Breah seconded, motion carried.
- VII. CAP Policy Review
 - A. Employee/Staff Discounts - The board reviewed the Employee/Staff Discount Policy and made a few suggestions for Mark to make and bring back to the board.
 - B. Donation/Gifting Policy - The board reviewed the Donation/Gifting Policy and made a few suggestions for Mark to make and bring back to the board.

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- C. Gift Acceptance Policy - Breah motioned to approve the Gift Acceptance Policy, Jody seconded, motion carried.
- VIII. Chairperson & Directors Report - No Chairperson or Directors Report.
- IX. Closed session for discussion of personnel matters - Katie motioned to move to closed session, Tim seconded, motion carried, moved to closed session at 7:17 pm. Tim motioned to return to open session at 7:34 pm. Katie seconded, motion carried.
- X. Next Meeting Date - Wednesday, November 15 at 5:30 pm. At the District Office.
 - A. Breah motioned to adjourn, Tim seconded, motion carried. Meeting adjourned at 7:36p.m.

Upcoming Events:

- Holiday Gala - Saturday, December 2 6:00 - 9:00 p.m. at The Cambridge Winery
- Breakfast with Santa - Sunday, December 3 from 8:00-12:00 p.m. at CES

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