



**CAP Board Meeting**

Minutes – 8/16/2023

5:30 PM

In Person – CHS District Office

Present:

Bridgette Hermanson, Tracy Travis, Kayla Sipple, Marggie Banker, Katie Jeffery, Jody Wilke, Joe Brady and Tim Bolger

Absent:

Breah Klemp

CAP Staff:

Mark Schram

- I. Board Training – Wegner and Associates
- II. Call Meeting to Order – Bridgette called meeting to order at 6:30 p.m.
- III. Public Comments – No public comments
- IV. Approve July meeting minutes - Kayla motioned to approve the July minutes, Tracy seconded; motion carried.
- V. Board Vacancy – Two board member vacancies due to resignations of Jess Stenklyft and Peter VandenEinde. Ken Muth present to express interest in joining board. Jody motioned to accept Ken Muth as a board member, Katie seconded, motion carried.
- VI. Finance Committee Report
  - o Donation Report - \$1,000 donation to the Cambridge Food Pantry was received from Ricky & Connie Kottwitz
    - 1. Tracy motioned to approve; Tim seconded. Motion carried.
- VII. Chairperson & Directors Report
  - o Directors Report – Mark reported on the success of the LRR considering the power outages from a storm the night before. Mark reported Kerry is continuing to solicit donations for a van for the food pantry. There are 3 committed donors. Mark discussed increasing the number of Park passes for the 2024 season. Mark invites CAP Board to attend September 9 Touch-A-Truck at Ripley Park 10am-2pm. There is live music, and other activities being planned.
- VIII. Closed session for discussion of personnel matters - Tracy motioned to move to closed session; Tim seconded; motion carried. Tracy motioned to return to open session; Tim seconded; motion carried.
- IX. Next meeting date – Wednesday, September 20 at 5:30 p.m.
  - o Tim motioned to adjourn; Kayla seconded; motion carried. Meeting Adjourned at 7:33 p.m.

Upcoming events:

- September 9 - Touch-a-Truck & 20-year anniversary