



CAP Board Meeting

Meeting Minutes – 2/21/2024

5:30 PM

District Office

Present:

Marggie Banker, Kayla Sipple, Kevin Mehringer, Katie Jeffery, Jody Wilke, Bridgette Hermanson, Breah Klemp

Absent:

Joe Brady, Ken Muth, Tracy Travis

CAP Staff:

Mark Schram

Public:

Jesus Rivera

- I. Call Meeting to Order: Bridgette called the meeting to order at 5:31 p.m.
- II. Public Comments: No public comments
- III. Approve January meeting minutes: Katie motioned to approve January minutes, Kayla seconded the motion; motion carried.
- IV. Finance Committee Report - Meeting March 11
 - A. Donation Report
 1. W & N Meinholz Family Trust \$2,000 - FP
 2. TCB Enterprise/TASC Employee (Deb Brown) \$1,000 - FP
 3. Jody motioned to approve the donations, Katie seconded the motion; motion carried.
- V. CAP Policy Review
 - A. Check and Credit Card Limits: Kayla motioned to approve the policy with Mark's suggested changes to the second paragraph "The CAP Board has authorized that each department supervisor has the ability to purchase items up to \$500." for the first sentence, and the name of the policy changed to Purchase Limits, Breah seconded the motion; motion carried.
 - B. Participant Privacy Policy: Breah motioned to approve with the suggested change to remove the last sentence, Jody seconded the motion; motion carried.
- VI. Chairperson & Directors Report: Pool hosted large conference swim meet with 6 teams and over

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.*





500 attendees. Food Pantry van is complete and in use. WPRA conference was attended by the Executive Director and Supervisory team.

- VII. Closed session for discussion of personnel matters: No personnel matters to discuss.
- VIII. Next meeting date: Wednesday, March 20 at 5:30 p.m.
 - A. Jody motioned to adjourn, Katie seconded the motion; motion carried at 6:11 p.m.

Upcoming events:

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

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