

reconsidered in the regular grant cycle of the Foundation – due Dec. 31. We are preparing some additional information to put into the proposal.

WPRA Conference – Jody, Lesli and Bridgette attended the annual conference in November.

Winter Brochure – final corrections made today. Should mail by Dec. 12.

Westside Park – Working with the village again to offer staffed weekend hours for skate check-out and concessions.

Breakfast with Santa – Sunday, December 4 from 8-11 (100 kids registered through Optimist program for gifts)

Whoville – Friday, December 16 5:30-7:30 p.m.

Blue Jay Choir – Will be singing at the tree lighting on Friday night and also to Our House in December, as well as at the prelude.

Little Ladies Run Club – Ran the Turkey Trot on Nov. 6

Executive Development Program – Bridgette would like to attend – Indiana University April 15 – 18. Cost is \$794 – but is applying for a grant to try to cover a portion (\$215). John moved to approve Bridgette's request to attend; seconded by Mark. Motion passed unanimously.

10. Other Items: Steve discussed senior needs and whether or not we are meeting them. Discussion held; no action taken.

Next meeting will be held January 11, 2012.

Steve moved to adjourn and Greg seconded such motion. Such motion passed unanimously.

These minutes are not official until approved by the Board at the next meeting.

8. Budget: Mark moved to approve the budget previously presented by Bridgette; seconded by Kris. Motion approved unanimously.
9. Director's Report: Youth Center averaged 29 for October. Spaghetti Dinner made about \$200 more than last year, had a great turnout and got a lot of compliments on having the kids as "servers." Had about 60 youth at Nov. 18 dance.

Seniors - October luncheon served 29 seniors, November served 27. Cards, bingo, and movies have about 6 in attendance each time.

Ripley Park - Holiday Lights in Ripley Park to run Dec. 2 – Dec. 25. Have 26 area businesses sponsoring the event, plus CAP, the Foundation, and CAP Care. The event has really come together, and we hope to have a great turnout. Disc golf course proposed course has been received by the Madison Area Disc Golf Club. Grants are being submitted to help with funding, looking to install the course next spring.

Aquatics - Just hired a head lifeguard and lifeguard to which will be starting in the next two weeks. Middle school phy ed will begin tomorrow and run until December 16. They will be coming over daily. Mr. Klingbeil's high school phy ed classes will be coming over for curriculum from January 4 – 16. The school is looking at placing 2 fans near the bleacher areas to help with air flow.

CAP CARE - License renewal is due by January 1. Lesli will be working on this during the next month. Family room is still being looked at as a possible additional room for Cap Care after school. Hopefully, this will get school board approval in December so it can be included in the license renewal.

Food Pantry – Seeing 30 to 35 families every Monday night. Had 83 families register for Turkey baskets. Second Harvest will now allow us to receive deliveries every Thursday. 3 goals Wanda is working on include: Community Dinner, Improvements to the web (online volunteer sign-up), and future of clothing/resource center. She was also very pleased again with garden. Next year she is working to find pictures of what veggies should look like when they are ready to be harvested. Produce this year – Yellow and Green beans, tomatoes, green peppers & jalapeños, potatoes, squash, cucumbers, cantaloupe, broccoli, pumpkins, watermelon and zucchini.

Youth Basketball – Girls wrapped up their season, still practicing and playing tournaments. Boys are getting ready to start soon – league play begins January 7.

Pony Field – Working with the school district and volunteers to find a home for a pony field. CES is looking very possible, Bernie may be writing a grant to the Foundation for the cost of fencing, earthwork, etc.

55 Acres – Received initial notice that the \$10,000 request for funding to purchase the fundraising documents was declined at this time. There is a chance that it will be

**CAMBRIDGE COMMUNITY ACTIVITIES PROGRAM
BOARD MEETING
NOVEMBER 30, 2011**

Present: Mary Behling, Kris Frey, John Leadholm, Tim Krueger, Kristin Peppey, Steve Struss, Eddie Pahuski, Denise Stenklyft, Mark Cook, Bernie Nikolay, and Greg Englestad. Also present: Bridgette Schlichting, Executive Director.

1. Public Comments: None.
2. Approve October Meeting Minutes: Steve moved to approve the October Minutes as written. Mark seconded the motion, and it was unanimously approved.
3. Chairperson Report: Mary indicated that the School District had recently received an open records request with questions regarding CAP operations, funding, etc. Bernie Nikolay responded to that request on behalf of the School District and provided the CAP Board with a courtesy copy of his response. Bridgette then presented some proposed questions and answers for the FAQ portion of the CAP website which might answer some of the repetitive questions that get asked. Discussion was held regarding those questions and answers and some minor changes were proposed to clarify the costs. Bridgette will make those changes and post the questions and answers.
4. Insurance Update: Bridgette, Mark, and Mary recently met with Charles Hoffman to review the insurance coverage for CAP. Two issues came up for the Board to review. First, does Bridgette need explicit authority from the Board to sign/review CAP insurance policies periodically? Also, it was suggested that she should periodically get quotes from other companies (Schwartz). Second, is everyone comfortable with the insurance levels currently in place? After some discussion, it was agreed that everyone is comfortable with the level we have. Kris then moved to authorize Bridgette to sign and periodically review policy; seconded by Steve. Motion was approved unanimously.
5. Pool Contract: Bridgette presented the current pool contract with the School District. She recently met with Bernie, Kathy and Lesli and they made some minor changes. Since no changes were significant, it was not necessary for the Board to formally approve this contract. Mary and Kristen will sign the final document.
6. Office Renovations: Two bids – one electrical \$5,000 bid (all needs to be rewired), one office - Scott Nelson bid \$5,000. It didn't matter which direction the wall is built. Looking for a second bid on each matter and an HVAC estimate. Also still waiting on further door estimates.
7. Policy Review: Record management guidelines. Discussed and agreed to look at other agency policies and return to it at the next meeting.