

CAP Board Meeting

2/19/14

5:30 PM District Office Conference Room

Present: Tim Krueger, Steve Struss, Kris Frey, Mary Behling, Tim Bolger, Bernie Nikolay, and Kristin Peppey. Other: Bridgette Hermanson, CAP Executive Director. Absent: Jim Womble, Eddie Pahuski, Denise Stenklyft, and Greg Engelstad

Call Meeting Order. Mary called the meeting to order at 5:35.

1. Public Comments: None.
2. Approve January Meeting Minutes. Kris moved to approve the Minutes, Steve seconded the motion, and it was unanimously passed.
3. Chairperson Report. Mary reported that after the audit it was suggested that we need to register with the State of Wisconsin as a charitable organization. There is a small annual fee required. It was agreed that Bridgette should proceed with completing such registration.
4. Finance Report. CD's have now been opened at Badger Bank for Food Pantry and CAP general funds. The Final Audit has been completed and handed out. Wegner CPA would like to do our 990; Bridgette will check to see what they charge and get bids to compare. Bridgette also mentioned that she has been getting quotes for credit card vendors, and will be switching to a company that will save CAP money.
5. Board Vacancy. Denise has given her resignation due to other time commitments. Steve made a motion for Bridgette to prepare an ad for the Cambridge News and to put on the website seeking interested candidates. Tim seconded. Motion passed. Bridgette will work on this and have Bernie review.
6. Policy Review – Safety and Emergency Policies and Procedures. Bridgette presented the revised policy which has been reviewed by an EMT and divided into emergency and safety parts. Kris Moved to approve, Steve seconded, and motion passed.
7. Public Relations. Steve mentioned an individual had approached him with specific concerns; Bridgette will contact this individual to follow up. Bridgette informed the Board that she and the team are working on a YouTube marketing plan. Videos will be displayed on the website and on the Facebook page. The goal is to create positive PR and promote CAP as a Park and Recreation Agency for the entire district.
8. Director's Report. See Attached. An informal discussion of youth athletic expectations and philosophy was held. The topic will appear on a future agenda.
9. Other Items. None
10. Next Meeting Date. The next meeting was scheduled for March 19, 2014, at 5:30 p.m.

Steve moved to adjourn, Kris seconded the motion, and it was unanimously approved.