

CAP Board Meeting

3/19/14

5:30 PM District Office Conference Room

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

Call Meeting to Order. Meeting was called to order at 5:35.

1. Public Comments: None.
2. Approve February Meeting Minutes. Steve moved to approve the Minutes, Eddie seconded the motion, and it was unanimously passed.
3. Chairperson Report. Mary reported that Bridgette took care of registering with the State of Wisconsin as a charitable organization. The DFI has issued an order that Mary needs to sign and we need to return. Mary asked for a motion for permission to sign and waive rights of appeal. Eddie made the motion, Steve seconded the motion, and motion was passed.

Bridgette reported that she had received a proposal from Wegner for preparation of the 990 tax form. Given the growth of the organization since inception, and the special rules for non-profits, it was felt that changing to a company specializing in non-profit accounting would be a good decision for CAP. Eddie moved to have Wegner CPA prepare our 990's provided they can still do an audit for us if necessary, Kris seconded the motion, and motion was passed.

4. Finance Report. The Annual report was presented and reviewed. It was noted that 66% of the total program is self-funded at this time, which is up from last year's percentage of 63.5%.
5. Board Vacancy. Due to Denise's resignation, Bridgette placed a notice requesting letters of interest in the paper and on the website. A letter of interest was received from Peter VanDenEinde to be part of the board. Bernie made the motion to offer the position to Peter VanDenEinde. Greg seconded the motion, and the motion was passed. Bridgette will contact him.
6. Policy Review – Registration. Discussion was held and Steve made a motion to accept the registration policy with a couple of minor changes, Eddie seconded the motion, and the motion was passed.
7. Director's Report.
 - a. CAP will be hosting Community Café in May. It was decided we will serve BBQ chicken sandwiches, fruit, vegetables, salads, and beans. Bridgette will send out an email signup.
 - b. Waiting on word for the weight room grant.
 - c. Nancy Brattlie is on the Board for CART, and they are currently looking for community members to serve on an advisory Board. Nancy said they would particularly like

someone from CAP - meeting maybe 4 times a year. Bernie said he would be interested in being involved on behalf of both CAP and the School District.

- d. CAP will be hosting the regional Park and Recreation Directors meeting on April 15th – all are welcome to attend.
- e. All-staff training will be held on May 31 – site to be determined at this point.

8. Other Items. None

9. Next Meeting Date. The next meeting was scheduled for April 16, 2014, at 5:30 p.m.

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