

**CAMBRIDGE COMMUNITY ACTIVITIES PROGRAM
BOARD MEETING
March 25, 2015**

Present: Steve Struss, Kris Frey, Mary Behling, Eddie Pahuski, Tim Krueger, Jim Womble, Tim Bolger, and Bernie Nikolay. Also present: Bridgette Hermanson, Executive Director. Absent: Peter VanDenEinde, Greg Englestad, and Kristin Peppey

- I. Call Meeting to Order: Mary called the meeting to order. Bridgette introduced Kiley Schulte who has been filling in for Lesli Rumpf while she is on maternity leave. Kiley will be here until about May 1.
- II. Public Comments: None.
- III. Approval of February Meeting Minutes: Steve moved to approve without changes. Eddie seconded. Motion passed.
- IV. Chairperson Report: None
- V. Ripley Park Memorandum: Mary reported that she and Bridgette and Jody have started working on a Memorandum of Understanding with the Cambridge Foundation regarding the management of Ripley Park. The relationship has been going smoothly, but as it continues and evolves, it seemed like a good idea to reduce some of the understandings to writing. Mary provided a copy of the Memorandum draft to date which reflects her understanding of the Foundation's wishes and which she has sent to Mike Rumpf for comment. There was some discussion regarding the issue and Mary will keep the Board posted on progress.
- VI. Policy Review – Gift Acceptance Policy: Discussion was had regarding the types of gifts CAP has and might in the future receive and how those are accounted for in the budget. Several changes were proposed to the policy. Jim moved to approve the policy as revised by discussion. Steve seconded. Motion passed. Bridgette will email the final product prior to the next meeting.
- VII. Annual Report Review. Bridgette provided everyone with a copy of the report and reviewed the highlights. The report was presented to the School Board last month and there were very favorable responses. Bridgette was commended for the report and all it represents.
- VIII. Finance Committee Report: Checking accounts have been approved; everything reported to be fine.
- IX. Director's Report: Bridgette reviewed the highlights of the report previously sent out to the Board members.

- X. Community Café: CAP is providing the community meal on May 7. Bridgette will circulate a food/work schedule sheet via email. It was agreed to again serve shredded chicken sandwiches. Bridgette will ask Greg if LRCC can cater the entrée and some salads again and staff and Board members will provide the balance of the items needed.
- XI. Other Items: Eddie showed a book that Bridgette recently shared with him called Sport for all Play for Life. He reviewed it during the meeting, and would like to see this made available to the board, as well as coaches and parents in some way. Bridgette indicated that the book is available online. Additionally, she and Chad are exploring other cost-effective ways to make it available to coaches and parents or to utilize the content for parent/coaches education.
- XII. Next Meeting Date: The next meeting is scheduled for April 22, 2015 at 5:30 p.m.
- XIII. Adjourn: Kris moved to adjourn, Tim Bolger seconded. Motion passed.

These Minutes are not final until approved by the Board.