

**CAMBRIDGE COMMUNITY ACTIVITIES PROGRAM  
BOARD MEETING  
June 15, 2016**

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

- I. Call Meeting to Order - Bernie called the meeting to order.
- II. Public Comments – None.
- III. Election of Officers- Kris made motion to appoint Mary Behling as Board Chairman and Kristin Peppey as Secretary. Eddie seconded, motion carried.
- IV. Review/ Appoint Committees- Eddie made a motion to keep the committee members the same. Bernie seconded it, motion carried.
- V. Approval of June 1 Meeting Minutes – Steve made a motion to approve the June 1 meeting minutes. Kris seconded and the motion was unanimously approved.
- VI. Review/ Sign Conflict of Interest- The board reviewed the CAP conflict of interest statement and signed for the year.
- VII. Review of possible amendments to bylaws- Eddie made motion to keep bylaws the same. Peter seconded, motion carried.
- VIII. Chairperson’s Report- Bernie reported that the current meeting day is tough for Kris Frey during the summer. Discussed meeting on the 4<sup>th</sup> Monday for the next two meetings (July 25, August 22) if works for Mary’s schedule. If doesn’t work for Mary, we’ll keep it at the 3<sup>rd</sup> Wednesday. Note: Confirmed July 25 will be our next meeting.
- IX. Finance Committee- Kris reported the current bank account balances. The donation report included one donation of \$1,000 from United Way for the Food Pantry in the amount of \$1,000. This was received due to the volunteer work of Emma Hanisko. Steve moved to accept the donation. Eddie seconded, motioned carried.
- X. Staffing Update- Jody’s job was posted internally through the Cambridge School District. Chad has been offered the position and has accepted. Discussion took place regarding the new overtime rules in regards to his position. Bridgette suggested that she review his salary and the position prior to the December 1 overtime changes. Steve made motion to accept

Bridgette's recommendation for salary with review on Dec 1. Kris seconded the motion, motion carried.

- XI. Youth Officials- Bridgette informed the board that she would like to review the 2014 discussion of sports officials in regards to classifying them as independent contractor, or employees. She believes the guidelines have changed and the IRS would look at our youth officials specifically and determine them to be employees. Adult officials who are WIAA certified may be regarded more as independent contractors but she will do more investigating on how other organizations treat them. All agreed that youth officials should be changed to employees and Bridgette will work on how to best implement the change. The goal will be for this implementation to take place for the upcoming basketball season. Bridgette will work specifics and report back at another meeting.
- XII. Move to Closed Session for Discussion on Personnel Evaluation & Salaries- Kris made a motion to move to closed session. Steve seconded it, motioned carried. Steve made a motion to return to open session. Kris seconded, motion carried. Kris made a motion to offer the maximum school district administrators' raise to the Executive Director, which will be determined at the 6/20/16 Board of Education meeting. Steve seconded the motion, motion carried.
- XIII. Adjourn – Kris moved to adjourn; Steve seconded, motion carried.
- XIV. Next Meeting Date –Monday, July 25

*These Minutes are not final until approved by the Board.*