

**CAMBRIDGE COMMUNITY ACTIVITIES PROGRAM
BOARD MEETING
December 12, 2016**

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

- I. Call Meeting to Order - Mary called the meeting to order at 5:30 p.m.
- II. Public Comments – None.
- III. Approval of November Meeting Minutes –Eddie made a motion to approve November meeting minutes. Jim seconded, and motion was unanimously approved.
- IV. Chairperson Report –no report.
- V. Finance Committee Report. –Several donations over \$1,000 were received. There was a private donation of \$2,000 which included \$1,000 for Food Pantry and \$1000 for Youth Athletics. Calpine Corporation also donated \$2,100 to the Food Pantry and another \$2,100 to the Youth Center, and St. Vincent De Paul donated \$2,500 to the Food Pantry. Jim made a motion to accept the donations and Eddie seconded. Motion passed.
- VI. Budget Presentation – Bridgette presented the revised 2017 budget. She has made several cuts and adjustments, but continues to see a small shortfall this year due to the possible new overtime laws, insurance costs and overall escalating costs of doing business. In depth discussion took place regarding the need to increase revenue, including raising program fees and the possibility of asking the BOE for an increase in the current levy. Discussion also involved balancing the proposed budget by utilizing the money market account if necessary. Bernie suggested Bridgette attend the January BOE Finance meeting with a picture of the CAP financial history and growth of programming and reasons for increased levy request. Kris made motion to accept the proposed budget presented by Bridgette. Bernie seconded and the motion was approved.
- VII. Director’s Report –Director’s Report was provided and is attached.
- VIII. Next Meeting Date – The next meeting will be held January 18 at 5:30 p.m. at the District Office.
- IX. Adjourn – Kris moved to adjourn, Tim seconded, Motion carried.

These Minutes are not final until approved by the Board.