

**CAMBRIDGE COMMUNITY ACTIVITIES PROGRAM**  
**BOARD MEETING**  
**June 21, 2017**

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

- I. Call Meeting to Order - Mary called the meeting to order at 5:30 p.m.
- II. Public Comments – None.
- III. Election of Officers - Steve made a motion to nominate Mary as board chairperson. Eddie seconded the motion. Jim made a motion to close nominations and Jody seconded the motion; motion passed (Mary abstained).  
  
Mary made motion to nominate Kristin to continue as secretary. Jim seconded the motion. Eddie made motion to close the nominations and Tim seconded the motion; motion passed (Kristin abstained).
- IV. Review/Appoint Committees - Committees remained the same. The Personal Committee consists of Mary, Eddie and Bernie. The Finance Committee consists of Jim, Steve, and Kris.
- V. Approval of May Meeting Minutes - Eddie made a motion to approve May meeting minutes. Kristin seconded it and motion was unanimously approved.
- VI. Review/Sign Conflict of Interest – Board members present reviewed and signed a conflict of interest statement.
- VII. Review of possible amendments of by laws - None.
- VIII. Chairperson Report – Mary reported that she and the CAP team attended the School Board meeting on June 19 for a first read of the levy increase request. Jim Womble made a nice presentation on behalf of CAP and no questions were raised by the board. The final vote will be July 17 at School Board meeting.
- IX. Move to Closed Session for Discussion on Personnel Evaluation and Salaries - Steve made a motion to move to closed session. Jim seconded it and the motion was unanimously passed.

Return to open session – Possible action on Evaluation and Salaries - Steve made a motion to return to open session and Jim seconded, motion passed. Steve made motion to recommend Bridgette receives same raise as administrators, up to a maximum of 3%. Jim seconded and motion unanimously passed.

- X. Finance Committee Report – Bridgette handed out a document entitled “CAP Bank Accounts” which shared each different account and what they are for. Donations received over thousand were \$2,500 from St. Vincent de Paul. Kristin made motion to accept donation and Jody seconded it. Motion passed.
- XI. Food Pantry Refrigerator – Proposal was made to purchase a True Commercial Freezer. Discussion was held and Eddie made motion to purchase including the shipping and set up for the Food Pantry. Jody seconded the motion and the motion unanimously passed.
- XII. Levy Request Review – See Chairperson Report.
- XIII. Director’s Report – See attached. In addition, Bridgette reported 35 employees attended the annual all staff training at Madison College Challenge Ropes Course.
- XIV. Next Meeting Date – The next meeting will be held Monday, July 24, 2017, at 5:30 p.m. at the District Office.
- XV. Adjourn – Eddie moved to adjourn, Tim seconded, motion carried.

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