



CAP Board Meeting

Agenda 6/19/18

5:30 PM District Office

Present: Bernie Nikolay, Kris Frey, Jim Womble, Kristin Peppey, Jody Wilke, Eddie Pahuski

Also present: Lesli Rumpf, Executive Director

Absent: Tim Bolger, Steve Struss, Tracy Smithback-Travis, Peter VanDenEinde, Jessica Stenklyft

- I. Call Annual Meeting to Order – Eddie called the meeting to order at 5:30 pm.
- II. Public Comments- No one present from the public.
- III. Election of Officers- Kristin made a motion to nominate Jody for the Secretary position. Kris seconded the nomination. The nominations were closed and the motion passed (Jody abstained). Kris made a motion to nominate Eddie for the Chairperson position. Jim seconded the motion. The nominations were closed and the motion passed (Eddie abstained).
- IV. Review/Appoint Committees – The personnel committee will consist of Bernie Nikolay, Eddie Pahuski, Jody Wilke and Peter VanDenEinde. Eddie will be the chairperson of the personnel committee. The finance committee will consist of Jim Womble, Steve Struss and Kris Frey. Kris will be the chairperson for the finance committee.
- V. Review/Sign Conflict of Interest & Confidential Information Statement – Board members present reviewed and signed the conflict of interest and confidential information statement.
- VI. Review of Possible Amendments of By Laws – The board approved the following changes to the By Laws.
 - Section 1.3 – changed language to state “Youth, Adult and Community program activities” instead of Youth and Adult program activities.
 - Section 2.4 – changed language to include “Written notice stating the time and place of a special meeting will be given at least one (1) day in advance. Notice of the special meeting may be given by electronic means, specifically including via e-mail to the e-mail address last provided to the Board of Directors by each Director or Officer.
 - Section 3.2 – change language to state: Missing four (4) consecutive Board meeting may be considered grounds for termination instead of shall be considered grounds for termination. Kris made a motion to approve the proposed changes to the By Laws. Bernie seconded the motion and the motion passed.

- VII. Approve May Meeting Minutes- Bernie made a motion to approve the May meeting minutes and Jim seconded. The motion was unanimously approved.
- VIII. Chairperson's Report – None
- IX. Move to Closed Session for Discussion on Personnel Evaluation and Salaries and Contractor Action – Jim made a motion to move to closed session. Kristin seconded the motion and the motion was unanimously passed.
- X. Return to Open Session – Possible action on Evaluation and Salaries and Contractor Action - Kristin made a motion to return to open session. Kris seconded the motion and the motion unanimously passed. Bernie made a motion to recommend that Lesli receives the same salary increase as the administrators (2%) for the 2018-2019 fiscal year. Jim seconded the motion and it unanimously passed. Jim made a motion to permit Lesli to increase the Directors up to 2% at her discretion. Bernie seconded the motion and the motion unanimously passed.
- XI. Finance Committee Report – Donation Report – (a) Kris reported all fund balances and that accounts are in good condition. (b) St. Vincent DePaul made a donation of \$2,500 for the Food Pantry. Bernie made a motion to accept gracious the donation. Kristin seconded the motion and it was unanimously approved. (c) The 2017 taxes have been completed and submitted by Wegner CPA's. (d) Lesli and Eddie reviewed the new capital purchase process chart with the board. (e) Lesli was contacted by a community member who is interested in fully funding the installation of a batting cage at the NMS fields. Lesli will follow up and begin the process of identifying a possible location.
- XII. Levy Request – Kris made a motion to keep the levy request at the current funding amount. Jim seconded the motion and the motion unanimously passed. The levy request will go to the school board for a second read on Monday, July 16.
- XIII. Director's Report – Lesli reported that Ripley Park had a very successful opening weekend. The annual Little League tournament was held on June 16 and was also a very successful event for the community.
- XIV. Next Meeting Date – The next meeting will be held on Tuesday, July 17 at 5:30 pm at the District Office.

Mission ~ *The Cambridge Community Activities Program encourages and promotes life-long wellness by providing a variety of high-quality recreational activities, learning opportunities, aquatics programs, and services to the broad Cambridge area community.*

