

# Cache Peak Civic Association Minutes

February 4, 2025 - 7:00pm  
Almo, Idaho  
Special Organizational Meeting

Stephanie Christensen called the meeting to order and outlined the topics for the special meeting. They were 1) elect new officers for the Chairman, Secretary, and a Director position, 2) discuss topics for the regular February CPCA meeting to be held Feb. 25, 2025, and 3) discuss ideas for community projects.

Attendees for this meeting consisted of the 5 current Directors: Stephanie Christensen (incumbent Treasurer), Michelle Jones, Sarah Romney, Dave Hedges, and Tom Harper. Michelle Jones is preparing to step down from her Director position and is actively looking for a replacement. Sadie Udy has stepped down from her Secretary position.

After some discussion, a vote was taken for each office. The positions were filled with unanimous yeas. The results were:

Chairman: Sarah Romney  
Secretary: Tom Harper  
Director: Dave Hedges

The **format for financial records** was discussed and it was decided that the Treasurer should keep transactions in an Excel file. The CPCA finances are quite simple and expect to stay that way, so financial-specific software such as Quickbooks is not needed and therefore an unneeded cost.

The **regular monthly meeting date** was agreed to be the 4<sup>th</sup> Tuesday of the month at 7:00 pm.

Local **organizations are to be contacted** to request a report of their activities at the next meeting (Feb. 5). The following organizations/people were considered:

Organization	Contact	Contact Responsibility
CIRO	CIRO Office	Michelle Jones
CIRO Institute	Wallace Keck	Tom Harper
Almo QRU	Savana Jones	Tom Harper
ACE Fire	Phil Christensen	Stephenie Christensen
Emergency Preparedness	Sadie Udy	Stephenie Christensen
Running Race	Bryce Thatcher	Tom Harper
Rodeo	Dan Tracy	Sarah Romney

Sarah Romney will make a **flyer that will inform the community of the upcoming meeting** and let them know that the organizations will discuss their activities and ideas for community improvement will be discussed.

Future **CPCA-sponsored activities for 2025** were outlined with a few to-do items noted:

<b>Activity</b>	<b>Notes</b>
Spring Cleanup	Need to set a date. The ARD will provide a list of park Pavilion jobs. Highway cleanup plan.
4 <sup>th</sup> of July	Need to start planning in May.
Well Head hand pumps	Order if enough people sign up for discount.
CPCA Newsletter	Need to decide format, delivery method, release rate. Tom will contact Deanna Cole. Hard copy USPS for delivery?

The meeting was adjourned around 8:30.