

Minutes of Caspar Community Board of Directors Meeting

March 24, 2006

I. Call to Order/Present: (Call to Order at 9:15 a.m.)

Board Members: Ray Duff, Susan Keller, Paul Reiber, Judy Tarbell, David Alden and Paul Schulman

Absent:

Staff: Dalen Anderson

Guests: Aaron _____

Quorum Declared: Yes X No _____

II. Approval of Minutes:

Minutes for Board meeting March 9, 2006 were tabled pending distribution and review.

III. Reports

A. Correspondence

Informational material received from the Land Trust Association. A thank you note was received from the Satellite School.

Oscar visited Dalen to complain about his fences being cut. Since none of the board members or staff is aware of any such activity it was decided to send him a letter asking for clarification. D Alden will draft it for board signatures.

Our annual insurance questionnaire was received and filled out with help from Mary Flannery Kraut.

A wetlands delineation report commissioned by the Children's Garden was received. Dalen has a copy for review.

B. Treasurer:

Donations and funds raised for the kitchen project total now approximately \$10,000. the Juhl money is almost \$13,000.

At the moment, all money raised through breakfasts goes into the general fund. We will continue to do so until the CCC general account no longer needs it to break even. It was proposed and approved that when the fund reaches a point where there is a cushion of \$2,000, we can then divert this money to the kitchen fund.

Judy Tarbell will deposit the Juhl money into the CC Savings account to draw interest. Jim Tarbell will research money market accounts to obtain the highest interest rate.

The Tarbell Family Foundation donations in the past have been donated to the CC general fund and have been used to cover our annual insurance premium. J Tarbell asked whether the board would prefer to divert this money into the kitchen fund. It was also proposed that the CC account be reimbursed for the architectural drawings from the CCC account.

It was noted that more information concerning the operations of the CC was needed and that an operating budget was becoming necessary at this stage of the CCC and CC's operations. It was also noted that the CC needs to examine its accounting and reporting system and make improvements where possible. A finance committee meeting will be held at 10:00 a.m. on March 27, 2006 with Jim Tarbell to go over the CC's general accounting system.

While we have lost the Potts' donations, we have added new donations in an equivalent amount.

The south room is in dire need of curtains, and mirrors would also enhance its utility for certain functions. Dalen will research costs.

C. Manager's Report

Carnival is this Saturday. Alden and Keller will person the bar from 6 to 8:00 pm. Breakfast is this Sunday (the 26). Rentals are picking up. In April, there are a number of Saturdays still available. Hit and Run is coming back in May and wants to incorporate a film show into their production. They need the LCD projector. This will require a CC person to operate. Judy T volunteered.

Dalen presented a fundraising idea: to have a "Jazz Nite" with café tables, tapas and two jazz bands. Other ideas presented included "BBQ and Blues" which was warmly received. Dave Alden's idea for a Country & Western event received a tepid and unenthusiastic response.

IV. Old Business

A. Kitchen Remodel

Some comments are being received: Both Joseph _____ and Steve _____ do not like the rotunda design and believe it to be impractical, particularly in regard to solar. It was again pointed out that the electrical needs of the center would already be served by the existing proposed solar design. However, these views are certainly valid and will be included in the discussion of design. At the community meeting the preliminary design ideas will be discussed and comments sought on whether this general direction/design concept meets with community approval. We will tell the community that many design details are in flux and ideas are still being offered. The community will be encouraged to provide detailed design input by attending the next design meeting. D Alden will introduce and D Dickson will be asked to make a presentation.

Subsequent to the community meeting on April 7, 2006, we will have a final design meeting on April 10, 2006, at which time a final preliminary design sufficient to support a CDP application will be arrived at and submitted to Dan Dickson for finalization.

Applications will be made for grants from the Mendocino Community Foundation and the Tobacco Settlement Grants. Based on advice from Christina Carpenter, application to the Community Foundation will focus on the need for a code-qualifying dishwasher system. The

focus of the tobacco Settlement Fund is on technical assistance, and our application there will focus on start up costs, including architectural fees and permit costs.

There was also discussion of the need for a backup generator for disaster preparedness and the potential availability of grants to fund that.

B. Driveway

Aaron _____ joined the meeting to offer again the suggestion that river jacks be used to pave the drive. It was noted that the County has agreed to install a new culvert along with an asphalt apron to the road. It is unlikely they will agree to pay for the river jacks concept. However, this idea will be pursued with respect to the remainder of the driveway.

In the meantime, J Tarbell and R Duff volunteered to obtain gravel to make a temporary fix to the potholes in the driveway. It was noted that at some point the Board would have to consider some sort of hard surface to the entire parking area.

C. Community Meeting

Tarbell will do a presentation on the Children's Garden. Ray Duff will do presentations on trails and disaster preparedness. The community will also be polled on the use frequency issue for email.

D. Use of Master Card/Visa

Judy gave another report on cost options for a credit card system which allows donors to use regular credit cards. We need to have this capability in place for both fund raising and for major event purchases (such as selling tickets.) It was decided that the best option was to go with the Mendocino Savings bank and obtain a digital card reading machine/terminal. Paul Reiber believes he may have one he can donate. Otherwise we will search for a used one.

V. New Business

A. Staff

Paul Reiber and Ray Duff will meet with Dalen to give her a performance review.

B. Other

Steve Weingard has offered to donate his Caspar View of the World painting. It was decided that while the offer was appreciated, the painting was too large to handle and store efficiently.

It was decided that we should proceed with plans for the Volunteer Appreciation Dinner.

Meet Your Neighbor—Alternatives were discussed, including asking for a Tarbell presentation on the Canada to Alaska hike. It was decided to approach May Kay Hight to see if she would do a presentation/preview of her Huntington museum show.

VI. Adjournment:

The meeting was adjourned at approximately 12:15 a.m. Next meeting is April 7, 2006.