

## **Minutes of Caspar Community Board of Directors Meeting**

**May 5, 2006**

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

**Board Members:**, Paul Reiber, Judy Tarbell, David Alden, and Paul Schulman

**Absent:** Ray Duff; Susan Keller

**Staff:** Dalen Anderson

**Guests:**

Quorum Declared: Yes   X   No       

### **II. Approval of Minutes:**

Minutes for Board meeting on April 7, 2006 were tabled pending review; minutes for April 21, 2006 were approved.

### **III. Reports**

#### **A. Correspondence**

The Land Trust Ass'n has requested information from us which Dalen will handle. We received our business license from the County.

#### **B. Treasurer:**

Sean Hogan reported that our books were being kept in good order from a tax/legal requirements standpoint. Hogan says its OK to rent out the kitchen. When asked regarding the issue of whether memberships could be sought and certain benefits provided to members, he replied that if we were to become a membership organization, we could not be discriminatory in terms of giving members benefits without jeopardizing the tax deductibility of donations.

We need to establish guidelines in re operations of the CCC so that we don't jeopardize our 501 status.

Dalen and Judy Tarbell met with Anita Bauer to discuss restructuring the accounting and reporting system. She suggested we open two new savings accounts. One for fund raising money for the kitchen, one for the Juhl Fund and one for existing accounts. She will also be restructuring the accounting system and will report at the next board meeting. The changes will give us the ability to track the kitchen fund, the folk festival, the Juhl fund etc.

The need for determining how we decide when fund raising efforts are for general support or are earmarked for the kitchen or other special purpose.

Judy reported that it had been decided to use the Mendocino Savings Bank for our credit card processing. The have waived the application fee and fee for programming the terminal. On balance, even though certain of its charges are a bit higher, it was decided that

supporting a local bank was important. We are shopping for a terminal on ebay. We still intend to encourage use of PayPal and checks. Credit cards will be available for pledges. The downside to using the credit card approach is that the charges have to be entered manually each month by Dalen. If it becomes a significant chore, there is software we can purchase to automate.

### **C. Manager's Report**

Next week we have the CCC rented for Marine Practel and the Hit and Run Theater all at once. Rentals generally appear good. The flea market is underway, but we need volunteers that a.m. to accept donations for the CC booth. Donated stuff will be accepted at the CCC on the a.m. of the 27th.

The Jazz and Tapas event raised approximately \$500. IF it became a regular event it may develop a following and be better. We are considering having a dinner and music event on some regular basis. Last breakfast profit was \$1,284. The Chamber mixer/bar yielded \$191.

We have purchased new curtains for the South Room and Black Ninja cloth for the North Room.

The silent auction should be planned for late November. We may do it in connection with a Harvest Dinner.

## **IV. Old Business**

### **A. Kitchen Report**

Dave Alden presented a conceptual outline for a Fundraising Project and a meeting at Dalen Anderson's was set for May 10 to get things going.

The last design meeting included much discuss of the issue of a rotunda vs. a squared off design. Both neighbor Joseph and Dan Dickson presented cases for both sides. It was decided this issue would be discussed at the May 7 community meeting.

### **B. Folk Festival**

No news. Everything seems on track.).

### **C. Dalen Anderson's Job Description**

Discussion deferred until next meeting. Dalen raised cleanup issues and whether an extended arrangement with someone could be negotiated to provide for after-event cleanup. Also the need for computer support will be discussed.

## **V. New Business**

### **A. Volunteer Appreciation Dinner**

Plans to have an appreciation dinner were tabled until our goals for such an event can be better defined.

## **VI. Adjournment:**

The meeting was adjourned at approximately 11:15 a.m. Next meeting is May 19, 2006.