

**Minutes of Caspar Community Board of Directors Meeting  
May 2, 2008**

**I. Call to Order/Present:** (Call to Order at 9:05 a.m.)

**Board Members:** David Alden, Judy Tarbell, Paul Schulman, Paul Reiber, Rhoda Teplow, Susan Juhl, Susan Keller

**Absent:**

**Staff:** Dalen Anderson.

**Guests:** Annie Lee, Bette Goldfarb, Star Decker, Gene Parsons.

Quorum Declared: Yes   X   No     

**II. Approval of Minutes:**

Minutes for the Board meeting on April 18, 2008 were approved with corrections.

**III. Reports**

**A. Correspondence**

A neighbor made a complaint about excessive noise from the CCC. Judy Tarbell volunteered to be "on call" to deal with such situations.

**B. Treasurer's Report**

None.

**C. Manager's Report**

The Martine Practel workshop will be next weekend. A wake will be held for Rafael Borrás on May 17, 2008 and a workshop on growing medicinal herbs will be held the following day. The Mendocino Art Summit will be held on the 16<sup>th</sup> of May.

Because of the Summit, we need to move the May 16 Board meeting. Resolved: the meeting will be held at the usual time on Thursday May 15.

Randy's Custom Glass has offered to get mirrors for the south room at cost, and they may provide a discount on installation. We need to confirm measurements to get a cost estimate. Annie Lee believes the space is 6' by 18'.

The Jewish Community donated \$300 as a contribution to the costs of the parking lot work. Many thanks to them for volunteering this sum.

A benefit for Ellen Albrecht, with Kevin and the Coconuts and with the bar going to the CC, will be held on May 31.

The library has been painted and shelving is on-site. We are waiting to get the floor of the library room finished before installing the shelves.

## **IV. Business**

### **A. Kitchen/Pavilion Projects**

Dan Dickson reports his draftsman is gone for three weeks and that he will start drawing the pavilion and kitchen plans upon his return. Dan says the timber inspector can inspect the Duff's tree within two weeks to see if it is likely to produce good timber. The engineer (Dave Duncan) says the posts for the pavilion have to be either steel, or we have to use fancier joinery or brackets in the roof/post construction.

Dan presented a bill for work done on the pavilion in the amount of \$5,347, which reflects 74 hours of drafting time by his draftsman. The Board expressed concern about the amount of the invoice, and directed Alden to draft a letter to Dan asking that he consider a reduction to bring the architectural fees more in line with the total cost of the pavilion.

The board also decided that a meeting with Dan was advisable to establish milestones for progress on the pavilion. Paul Reiber and Paul Schulman were designated to meet with Dan to go over the schedule. They were also delegated authority to make final design and construction decisions so that the project can proceed in a timely way. The board agreed that a similar oversight committee would be used when it comes time for detailed planning for the kitchen.

The issue was also raised whether we wanted the pavilion painted to match the existing building. Decided, the corbels being carved by Paul Reiber will be left natural, but the structure itself will be painted.

### **B. Future Board Activities**

Paul Schulman attended a seminar on Effective Board Management techniques. He gave the board a detailed description of the procedures and attributes that make for effective Board Leadership. In particular, Paul noted that effective Boards are driven by their mission statement, develop a strategic plan for achieving their mission, and implement specific steps to execute that plan. Effective boards also should constantly assess what the organization is doing, to make sure it is on the right path. Many of the points raised appear to have merit, and the board will experiment with implementing them. It was noted, however, that generally – and with the glaring exception of the timeliness of board minutes—the Board appeared already to be trying to follow many of the guidelines discussed, perhaps out of some atavistic sense of self preservation in the wilds of 501 c 3 organization operations. The Secretary promised that whomever might be appointed secretary in the future would undoubtedly make a better effort to produce timely minutes.

There was also discussion of the role of the Board and whether its mission statement needed to be revised. Paul Reiber eloquently made the case that while the mission of the Caspar Community was to enhance the quality of life in Caspar, if the Board were to continue to take on issues pertaining to land use planning for the future of Caspar, it might well be necessary to provide a broader legitimacy than is offered by a private foundation. It may be that the role of the board should be to manage the Caspar Community Center, to continue to facilitate communication within the community and to deal with issues of community appropriate to its organization, but that the board might wish to consider facilitating the creation of, or abdicating certain roles to, an elected or somehow more broadly representative body – such as a Community Services District or a Community Land Trust – to deal with future planning issues.

### **C. New Board Members and Officers**

Accompanied by much fanfare, heartfelt appreciation and considerable sympathy, Bette Goldfarb was unanimously voted in and welcomed as a new Board member. Paul Reiber indicated that although he was stepping down as president, he would for the time being remain on the Board.

Considerable discussion was had about the desirability of rotating different individuals through the various officer positions so as to guarantee the energy and enthusiasm of the office holder. (Plus, if this rotation were to permit a number of years to pass before a member was reappointed to an office, he or she might have forgotten by then why he or she didn't want to do it.) The board decided that as a general policy, and absent exigent circumstances, the officers should change each year. However, it was noted that the planning and construction of the kitchen addition was such an exigent circumstance and that it may be desirable to keep continuity of office where possible during the coming year. Accordingly for the ensuing year, Paul Schulman was elected the new President, Susan Juhl Vice President, Judy Tarbell Treasurer and David Alden Secretary.

### **D. Community Meeting**

The next meeting will be by May 5 at 3:30 p.m. Presently two presenters are planned – Jim and Judy Tarbell will present their ideas for a community land trust, and Michael Potts will present an update and discussion of the planning history of the community. Dennis Fleming indicated he did not wish to present anything in regard to a Community Services District. Dave Alden volunteered to make a brief summary presentation on what this idea would be. Loraine Duff wrote a letter which she has asked Star Decker to read to the community.

The issue of a community web site or bulletin board will also be raised for discussion.

The meeting was adjourned at approximately 11:30 a.m.