

Caspar Community Center Board of Directors Meeting
August 26, 2011
Caspar Community Center

Present: Miriam Davis, Susan Juhl, Annie Lee, Paul Reiber, Paul Schulman, Oscar Stedman, Judy Tarbell, Jessie Lee Van Sant

Absent: David Alden, Susan Keller

Staff: Dalen Anderson

1. Call to Order at 9:15
2. Minutes of August 12 accepted.
3. Additions or Changes to the Agenda
4. Correspondence - many email compliments re:CasparFest
5. Treasurer's Report – The books have been reconciled as of the end of June.

6. Committee Reports

A. Caspar Community Center

1. Executive Director's Report

The kitchen still dominates.

We have two outdoor rentals scheduled. The Taiko drummers are renting space in the garage. Ongoing pledgers receive a 10% discount on rentals.

2. Kitchen

Paul R. reported that the stainless steel counters should be installed by the end of the first week of September; the dishwasher should be ready by Tuesday and will cost about \$3,300, \$750 because of the conversion. Matson bid on the installation of unknown equipment; plumbing and electric were not specified in plans. To insist on Matson paying would mean an even longer delay. Hobart is charging \$450 to install the water tempering system.

Oscar would like to have been more included in the process, i.e., informed about the delivery; she felt she could have helped avoid some of the ensuing complications. Jessie pointed out the need for better communication.

Annie MOVED that **we establish an ongoing Kitchen Committee**. Judy SECONDED. Motion was PASSED. Oscar and Dalen will consult with and include non-Board members and will post signs about proper stove use.

Our current loan balance is about \$1,900. It looks like we will be about \$2,000 over the loan amount.

- Although the Health Department has issued a Certificate of Compliance, which we need for the USDA, we need hot water in the bathrooms. The plumber will be here today to give us an idea of cost.
- We owe Dan \$3,000.
- We need a door closer for the back door, about \$300.

Paul R. will see that the Fire Department lockbox gets installed by the front door.

We must pay \$200 for the final permit for the mail Pavilion.

Judy had emailed Gil Dye of the Community Foundation offering to return the old dishwasher. Paul R. reported that Elk would like it. Judy will inform Gil.

3. Documents - Tabled to next meeting

B. Financial Committee

Will meet when David returns. Judy MOVED that the **Board accept the work that Sean Hogan has done on the 2010 tax returns**. SECONDED by Susan J. Motion was PASSED. Returns must be filed by November 15. It was agreed that David should look at them. Sean commended the work done by David and Dalen as exemplary.

C. Pub Night

Jessie presented the poster for the next Pub Night and has lists of postering locations. Debra Dawson will be the guest chef. Dalen suggested a meeting before PN to iron out details. Some suggestions: bigger table numbers, improved food delivery system, music piped into kitchen, jamming in south room.

- C. CasparFest
 - Wrap-up meeting, Monday, August 29, 4:30
 - Both gross and expenses were higher than last year.
 - Consensus was that it was a wonderful event –“a great, calming sense of community and peace.”

7. Other

- A. Men Cooking
 - Went well, food abundant, \$400 profit. Michael donated a large pot, storage vessels, and skewers.
- B. Dedication
 - Invitations have been sent. David will present a short history of the project, introducing people as he goes, acknowledging donors and mentioning monthly pledgers by name
 - Dalen will cut a ribbon, location to be decided.
 - Oscar will obtain party hats.
 - There was discussion about champagne and cake; it was decided to serve a sparkling fruit punch and sell champagne. Set-up will be at 3 on Saturday.
- C. Septic
 - Paul S. checked before CasparFest and had the tank pumped. It was up to full level after CasparFest and the leach field was fine. Work will be September 21-24; Paul S. will call Jim.
- D. Pulley Sign – tabled
- E. New Year's Eve
 - The Swing Dance Society has asked to rent the center for New Year's Eve. Our options include producing the event for them, renting it directly, or producing our own dinner and dance, possibly with Joe Craven and Mixed Nuts. It was decided to inform the Swing Society that the rental fee would be about \$1500, but we would like another two weeks to decide.
- F. Caspar Planning
 - Judy MOVED AND Jessie SECONDED the **formation of a Community Planning Committee**, to be named by the committee, to develop ideas for a sustainable Caspar to include at least one Board member. Each are would have its own ad hoc committee. Volunteers included Judy, Susan, Oscar and Miriam. July will leave documents regarding planning in the library. Judy gave an inspired vision of the future and presented a poster for display at the breakfast and asked for suggestions and edits.

The meeting was adjourned at 10:52.

Respectfully submitted,
Annie Lee

Next Board meetings: Friday, September 9 and 23 9 am CCC

Meetings/Events

Set-up for breakfast/dedication	Saturday, August 27, 3 pm
Fourth Sunday Breakfast and Dedication	Sunday, August 28
CasparFest wrap-up meeting	Monday, August 29, 4:30 CCC

Items to consider

- Pulley Sign
- Parking lot and ADA req's
- Policies and Policy Handbook
- Floor finishing
- Yellowjackets