

Caspar Community Board Meeting  
July 20, 2012

Board Members Present: David Alden, Rochelle Elkan, Susan Juhl, Paul Reiber, Paul Schulman, Oscar Stedman, Judy Tarbell, Jessie VanSant

Others: Ray Duff and Dalen Anderson

1. Call to order 9:10
2. Minutes of July 6 approved.
3. No Additions to Agenda
4. Correspondence: None reported

5. Reports

A. Executive Director/Manager's Report

Dalen is still negotiating with the California Coastal Commission for their meeting here September 12-14, but it is looking like it will take place.

Wedding showings and bookings are busy for 2013.

The Caspar Americana Music Festival, tentatively scheduled for October 2012 and looked at for 2013.

Upon review of comparable rental rates by the kitchen committee and feedback from potential renters, the wedding rental rate will be raised to \$650 per day.

B. Finance/Treasurer

David and Dalen met with bookkeeper Ruth last week and went over the 2011 tax reporting which was delivered to Sean Hogan by the 7/15 deadline.

Our QuickBooks labeling has been reset to more appropriately classify our program and fund raising purposes. The current P & L shows our income up as well as expenses.

There was a request for the Facilities Committee to look more closely at our utility expenses and develop a cost analysis of solar.

It was suggested that we need to get the message out that we still need donations.

C. Executive/Personnel

Upon review there is no reference in the Bylaws for the establishment of an Executive/Personnel Committee.

It was suggested that we may need to amend our Bylaws for insurance purposes and include an Employee at Will Policy and a Sexual Harassment Policy.

D. Facilities Committee

Members met to review projects to be completed before Sept. 12.

Ft. Bragg Electric fixed the circuit over the outside office door for \$96.25. They are also coming up with a stair lighting proposal.

Paul Reiber has devised an improved sound panel hanging system.

Paul Schulman reported that the septic system is operating well.

E. Kitchen Committee

Committee met 7/19 and confirmed need for proposed larger dish drain table.

Oscar requested open shelving.

Hot water drip in kitchen and hot water handle placement in bathroom needs to be fixed.

Jessie will call Gary's Cabinets to get quote on pull drawer for coffee cup cupboards.

Not much interest from Mendocino Woodlands on the purchase of our used sterilizer.

Motion made to spend up to \$800 for 24-30 sound panels of similar type as those hung in north room for the south room. Funds to come from Tarbell Family Foundation. Approved.

E. Fund Raising/Marketing

The Sev Ikes painting project, when completed, will have an estimated profit of \$1382.

F. Pub Night

Good crowd last pub night, but frustration over sound system.

Motion made to allocate \$3400 from Tarbell family Foundation Funds to purchase 5 or 6 mics, medium size speakers, a mixing board and 2 monitors. David Alden will source the system and be the manager, establishing guidelines and inventory for its use. Approved.

G. Community Planning

A community meeting will be planned for Sunday, August 24, at 4:00 to talk about updates to the purchase of Caspar Cattle Co. property.

6. Events

A. CasparFest: Board members are asked to sign up and invite their friends to sign up for a shift or two work shifts at the festival.

There will be a C'Fest meeting, Tuesday 7/24 at 3:00.

B. Judy has taken on the job of unraveling our insurance situation and is researching other carriers.

C. Letter to Fire Safe Council

Ray Duff asked Board support for a letter (attached below) to the Fire Safe Council for grant funding the eradication of gorse in Caspar by mechanical means. Board unanimously approved letter. Judy will sign and fax. Ray also asked for support in asking Department of Transportation to mow the roadsides in Caspar. Judy will talk to Howard Dashiell.

Ray also brought to the board's attention the Orchard Timber Harvest Plan in Jackson State Forest, which approves a 30-acre removal of Eucalyptus and treatment with herbicide.

Meeting adjourned at noon.

Current action items

Pauls S. and R. will look at drippy faucets in bathroom and kitchen.

Paul R. will continue to install hangers on existing sound panels.

David will order new sound panels and sound equipment.

Judy will research insurance, fax out Fire Safe letter, and talk to Howard Dashiell.

Facilities Committee was asked to look at utility rates.

Jessie will call Gary's Cabinets about pull out shelving.

Minutes submitted by Dalen Anderson