

Caspar Community Board Meeting  
Caspar Community Center  
Friday, October 26, 2012

1. Call to Order 9:10  
Present: Rochelle Elkan, Bob Frey, Annie Lee, Paul Reiber, Paul Schulman, Oscar Stedman, Judy Tarbell, Jessie Lee VanSant  
Staff: Dalen Anderson
2. Members did not receive Minutes of October 14. Annie will send.
3. Additions or Changes to the Agenda – None
4. Correspondence
  - Jessie has written a letter thanking Connie Korbel for supporting the effort to make the Fern Creek/Highway One intersection safe.
  - Dalen received a letter regarding the choice of the band for Dia de los Muertos. In the future, we will try to broaden our search.
5. Reports
  - A. Executive Director
    - Maureen Martin donated an oak, Stickney-style lectern.
    - Scheduled: three birthday parties, breakfast, and the Halloween Flea Market this weekend.
    - Rentals are up. Prices for weddings have been raised some, and there are set day and evening rates.
    - We will wait to decide about serving food during the Farmers Market.
  - B. Financial and Treasurer
    - Our expenses are 6.5% higher than our income. We have sufficient reserves for a while and will be receiving \$5,000 from the Tarbell Foundation soon.
    - The committee is still polishing the form of the reports.
    - Jessie will ask PG&E for an energy audit. The CC is already on a TOU (Time of Use) program. Judy suggested taking a meter reading before and after events.
    - We may want to be on a different plan for propane. Oscar will compare prices and find out about getting a meter.
    - The committee is looking at about hidden costs, e.g., the extra phone line for the fire alarm system.
    - We have changed our computer accounting to QuickBooks non-profit.
  - C. Facilities
    - Dalen is working with Donna Feiner to find a small leak in the water system. Dalen is keeping track of our water use. The Pauls will check the old bathroom. Judy suggested/will put? a meter on the garden line.
    - Jessie offered rope lighting for the front steps. Paul S. will install it.
    - The MLAS workers will sand the front steps and apply non-slip tape.
    - We have a replacement for hallway back door; installation should happen soon.
  - D. Fundraising/Marketing
    - Day of the Dead decorating Thursday, 2:30. We need help at the door and in the kitchen. Dalen asked for desserts to sell. Jessie suggested emailing URLs for DOD info.
    - Judy will prepare an End-of-the-Year letter before Thanksgiving.
    - Rochelle asked about the newsletter. We will start in January, focusing on the land issue; Michael, Annie and Jan will organize. Bob suggested a New Newsletter box in the mail pavilion.

- Judy has an updated list of all the property owners in Caspar based on a LAFCO map defining a Community Services District that would be bounded by Jughandle, Caspar Creek, the state forest, and the ocean. She expects to receive a list of voters within the district from the election department.
- Judy will consult with Michael about updating our database software. Dalen will consult with Ruth.

#### E. Community Planning

- Next investor meeting is Sunday, October 28, 5 pm at the Tarbells’.
- Would investors be willing to be lenders? Do they want a higher rate of interest and/or a quicker turnaround?
- The Map Act defines Certificates of Compliance and regulates subdivisions and sales. Oscar can only sell five parcels every ten years. (If a CLT bought the property, it would be similarly restricted.) He has multiple AP numbers, currently in five groups. A CLT could rent houses, but the county considers leasing to be the same as selling.

For a major subdivision—more than five parcels—you need the LCP in place and updated. If not, it’s very expensive, involving EIRs, SEQUA regulations, etc. Currently, the county will likely approve the Mendocino Town Plan in about three months. The next project is the Noyo Harbor Plan, which would probably take about a year. It might be possible for Supervisors Hamburg and Gjerde to put Caspar in line, perhaps before Noyo. We want to own the land before that happens as the price could go up. We need a specific plan but need to be careful as they are not easily modified.

The Advisory Committee will interview Bill Hutton Saturday, November 10. He wrote the By-Laws for the CC during the Headlands acquisition. There was some discussion about hiring locally. Our goal is to protect the non-profit status of the Caspar Community if we borrow money and purchase the property.

The Company Store is still in escrow and is very complex. Bob noted that expediency is not of the essence at this point.

- Judy sent out notes from her meeting with Lee Welty about the water system. Eric Miller, who manages the Surfwood water system, said that since Caspar has 19 or fewer users, it would be fall into the lowest regulatory category. Water has to be tested monthly and chlorine added. The system is very old and potentially problematic. A land purchase assumes liability for the water system. Bob noted that if we create a subdivision, we need a water system. Most small communities have a coop; a tax-based system we would require Community Services District through LAFCO.

#### F. CasparFest

Next meeting is Thursday, November 1 at 5:15. We will decide how many days.

#### G. Pub Night

- Oscar is compiling a list of chefs.
- Bob is looking at curved tracks for the blacks behind the stage.
- David has ordered more sound panels.

### 6. Events/Other

#### A. Formation of a Caspar Community Advisory Committee

Could serve as a formalized way to keep former Board members engaged. Also suggested: email minutes with a meeting reminder, excluding property and personnel items.

#### B. Permanent liquor license

Dalen suggested ABC Permit #41 for on-sale beer and wine: we must serve “actual and substantial meals.” The first year would cost \$1,280: \$300 and \$350/year plus the cost to fingerprint directors who must also submit a personal affidavit and have no DUIs. Our projected costs for this year are \$646, not including administrative time.

Judy MOVED that WE APPLY FOR A PERMANENT LICENSE.

Oscar pointed out that we could save money by being able to buy wholesale, but didn’t know if we could still buy off the shelf. If another organization wants to sell alcohol and has a license, we have to surrender ours temporarily prior to the event. If we want to sell hard liquor, we relinquish the permit temporarily and get a temporary for \$38/day. The Board felt there was enough interest to continue to research. Judy RESCINDED her motion.

#### C. Flea Market

There are 12 vendors signed up.

#### D. Community Forum Letter

Bette’s letter was discussed and edited. Annie will compile edits and send email. Rochelle will ask Michael if he wants his letter to Judy on the subject sent to the other Board members.

Meeting adjourned at 11:10  
Respectfully submitted,  
Annie Lee

#### Calendar

Sunday, October 28	Investor meeting at the Tarbells, 5
Thursday, November 1	Day of the Dead decorating 2:30 CasparFest Meeting 5:15
Friday, November 2	Day of the Dead Dance
Friday, November 9	Board Meeting Pub Night
Saturday, November 10	Advisory Committee to interview Bill Hutton
<b>Saturday, November 17</b>	<b>Harvest Dinner and Silent Auction</b>
Friday, November 23	Board Meeting
Sunday, November 25	Breakfast
Friday, November 30	Zumba for African Girls
Wednesday, December 5	Farmers Market thru April 24 12-2
Friday, December 7	Board Meeting
Friday, December 14	Pub Night
Friday, December 21	Board Meeting
Sunday, December 23	Breakfast
Monday, December 31	New Year’s Eve with Samba Jamba
Sunday, February 16	Workshop Day
April	Uke Fest

5. Reports
  - A. Executive Director
  - B. Finance/Treasurer
  - C. Facilities (including kitchen)
  - D. Fundraising/Marketing
  - E. Community Planning/land
  - F. CasparFest/Pub Night
6. Events/Other
  - A. Formation of a Caspar Community Advisory Committee?
  - B. Liquor license
  - C. Flea Market on Oct. 28
  - D. "Forum" column in upcoming Beacon/Advocate?
7. Executive/Personnel - if requested for specific matter
8. Adjourn