

Caspar Community Center
Friday, December 13, 2013

1. Call to Order 9:05

Present: Rochelle Elkan, Bob Frey, Annie Lee, Paul Reiber, Paul Schulman and Jessie Lee
VanSant

Staff: Dalen Anderson

2. Minutes of November 15 as sent in the final version were accepted.

3. Additions or Changes to the Agenda - None

4. Correspondence

- Dalen received a pamphlet from the Berkeley School of Design.
- Star sent an email to David and Jessie reporting that she is unable to join the Board at this time and has less time for volunteering, especially Pub Night.
- Paul S. has had a conversation with Glenn Rude about being on the Board; Glenn is unable to make this meeting but may be interested.

5. Reports

A. Executive Director

- Claire successfully substituted for Dalen.
- Pub Night tonight, *Haiyan Benefit Saturday, Music Together Singalong 12/19, Audubon 12/21, Breakfast 12/22. (*The Ukiah Environmental Center is offering to provide events with the ABC license and insurance for \$100.) Bookings are already being made for 2014.
- Heaters are in the north and green rooms; windows for north room are on order and will be installed at the end of December/beginning of January. We have a new fly zapper which needs to be installed
- Donations are coming in response to the End-of-the-Year letter, and the mailing list is being updated.
- The soup maker is coming Monday.
- There is a new Zumba class on Wednesdays 5:30-6:30.
- Dalen applied to the Community Foundation for a defibrillator (\$1,595 plus wall mount). Bob suggested we have a CPR class once we get the defibrillator.

B. Finance/Treasurer

The committee will meet Wednesday, December 18 at 4. The books will reflect finances through the end of November. Financial situation looks pretty close to break-even, not including grants.

C. Pub Night /Breakfast

- PN – Communication is a little frayed at the moment, but the staff is in place for tonight. The committee will meet on Tuesday, December 17 at 1:00.
Rochelle will check with Sienna about web pages – commons, pub night, and Facebook. Publicity has gone out on the listserve.

D. Garden

- Garden is going well; Rick built a beautiful gate.
- There is some money for next year; Rochelle will consult with Dalen about accounting for funds.
- Paul S. volunteered to be the second Board member on the committee.

E. Kitchen Committee

The Board agreed to keep the committee. Bob and Annie volunteered.

F. Facilities

- Dalen has ordered a 48” clean dish table.
- The refrigerator is coming Tuesday morning. The committee will meet Tuesday at 10 and help unload and install.
- The committee met with Bruce from Mendocino Solar and located a site on the northwest corner of the property. A second possibility is to the south of the water tank. Paul S. will talk with Tommy and Patty and Hunter.
- We have the pantry door; Paul S. will schedule installation with Larry.
- The possibility of a bathroom in the green room was discussed: it was decided that currently the space is better used as storage; an ADA accessible bathroom and shower would need a larger space and could be included in a barn remodel.

G. Fundraising/Events

David will email Steve Gillette and Cindy Mangsen to see if they can come on Sunday, March 2. David will coordinate. Paul S. suggested we need public education as they are relatively unknown here. Paul R. noted it will be important to kick off the series strongly. Paul S. suggested David negotiate a price, e.g., a guarantee of \$300-\$400 and percentage of door plus lodging.

H. Community Planning and Outreach

Annual Community Meeting set for March 30.

6. Floors

- We made \$6,000 from the Harvest Dinner and have some money in capital reserve.
- Items to be considered are materials, number of coats, upkeep, and guarantee.
- Cross-Country Woods submitted a bid for \$7,500 for the north room and hall (with Bona) and \$14,506.80 for the south room using select maple.
- Jungle Jim Tools, recommended by Mickey Kitahara, offered three coats of Duroseal (oil-based polyurethane) for the north room (\$4,819) and hall (\$665) and \$8,988 for the south room using white oak for. Dalen will ask Jungle Jim for references and estimate for time needed.
- Paul R. will get more information about the Elk CC floor.
- If we install over the existing floor must consider the thresholds; if we rip up, what’s underneath?

7. By-laws and Board Membership

- Paul R. commented that especially since Judy left, we have been more focused on the Center. We should look for people more focused on community outreach and/or experienced with land use issues.
- Rochelle suggested asking prospective members what would work for them in terms of meeting times and days. We don’t want to eliminate people who work during the day. Consensus was that changing to once a month is better than changing the time. Since committees have become stronger, **we will move to once a month starting in January.**
- Board members will speak to the following possible new members: Paul S. – Glenn Rude; Dave – Heidi Kraut, Mike Dell’ara, Morgan Zeitler; Jessie – Dan Gjerde; Dalen – Clare; Rochelle – Sienna.
- We might consider changing the maximum number of Board members. David: set range in by-laws and vote to increase if necessary.
- No one other than the Board needs to approve the By-Laws, though there are some statutory requirements. David will make notes regarding these.
- Some issues are better addressed in a Policy Manual. We already have three, including Whistleblower.

- Rochelle proposed we spend time on the By-Laws at the next meeting. David suggested we go for what we think makes things work.

Adjourned 11:05

Respectfully submitted,
Annie Lee

Calendar

Tuesday, December 17

Wednesday, December 18

Sunday, December 22

Friday, December 27

Friday, January 10

Thursday, February 6

Friday, February 7

Friday/Saturday, February 7-8

Sunday, March 2

Friday, March 7

Sunday, March 30

Facilities Committee 10:00 and Pub Night Committee, 1:00

Finance Committee, 4:00

Fourth Sunday Breakfast

Board Meeting, 9:00

Board Meeting, 9:00

Pub Night

Garden Committee, 2:00

Board Meeting, 9:00

CasparFest

Gillette-Mangsen concert (tentative)

Board Meeting, 9:00

Community Meeting