

Caspar Community Board Meeting  
Caspar Community Center  
December 1, 2017

Board Members:

*Present:* Dalen Anderson, Rochelle Elkan, Robert Frey, Paula Glessner, Annie Lee, Paul Reiber, Glenn Rude, Paul Schulman

*Absent:* Ed Murrell

*Quorum present?* Yes

*Others Present:* Office Manager Sienna M Potts, Judy Tarbell

Proceedings

1. Meeting was called to order at 9 am by President Bob Frey.
2. Minutes of 11/3 and 11/17/2017: Approved.
3. Changes to the Agenda: none.
4. Community comments and input: none.
5. Correspondence:

Tom Brown had wanted to organize a benefit for fire victims and was disappointed that we would not waive rent for that.

Members of Pop-up Dance crew asked if we would consider a collaboration with them for New Year's Eve 2018.

Carolyn Schooley requested that we display Fire Safe Council poster in the Center more often.

6. Reports

A. Office Manager, Event Manager

Sienna wants to fix the North porch lighting which has been dysfunctional for most of the past year. It should provide safe stairway lighting for renters and guests arriving and leaving at night without lighting up the whole neighborhood. She and Paul Schulman will each bring a proposal to a Facilities Committee meeting on Tuesday, December 6<sup>th</sup> at 10 am.

Sienna requests that one person be responsible for the building itself, making sure it is kept in working order and that it is ready for renters.

B. Finance/Treasurer

The Finance Committee met to come up with the 2018 budget. They balanced the budget realistically for the year and now need to fill in the monthly amounts. The budget will be presented at the next Board meeting.

Bob reports that as of yesterday our investments were up in value by 15% and we have been receiving interest and dividends of a little more than 3%, thanks to Jim Tarbell's investment choices.

C. Pub Night, Breakfast

Pub Night Committee met and decided to form a crew of 6 rotating chefs to take two dinners each per year. Three chefs are interested and others are being sought.

Rochelle will get the 2017 Breakfast dish report to Dalen; Sienna has provided the 2018 schedule. The Breakfast crew will be meeting next week.

D. Caspar Community Garden

Ed Welter is building the tool shed and the gardeners are raising funds to pay for it. Moved by Rochelle: the Community will pay \$300 toward the garden shed; seconded by Dalen; passed unanimously.

E. Facilities

Paul Schulman approached licensed contractor Vince Cacamo about the barn restoration. Cacamo is willing to bid but suggests that it may be less expensive to do the job for time and materials. Board members who have worked with Cacamo previously have found him to be trustworthy and fair. Cacamo is ready to start the project as soon as we approve it. Paul S offers to work with him on the permit. Some concern was expressed by a community member about proceeding with a project of this size without a bidding process. The Board agreed to interview other contractors.

It was suggested that the trees required to screen our water tanks be planted before we go to the Building Department. Glenn will source the required Wax Myrtle.

The builder who patched the plastic portion of our North porch roof is not available to replace it. Paul Schulman has spoken to another builder and will arrange for a visit following the Facilities meeting on the 5<sup>th</sup>.

Larry Krasner is willing to build the bench for the Baha'i donation. Paul Reiber will arrange with the donors.

A Work Day for the Green Room and storage pantry is scheduled for 1 pm on Tuesday, December 5<sup>th</sup>.

F. Fundraising/Marketing

The End of Year letter has gone to the Post Office and should be arriving soon.

New Year's Eve tickets will be sold online and through Harvest and Out of this World. Poster will be going out soon.

Flight of Fancy preliminary numbers are in and it was a successful fundraiser as well as being an enjoyable event.

G. Community Planning/Development

Nothing to report.

H. Human Resources Committee

The HR Committee met and compiled the evaluations of the Event Manager into a letter. They will discuss it with Dana when he returns and then bring it to the Board.

I. Disaster Preparedness

Bob and Jef Schulz are sourcing and ordering materials for the 40 Emergency Barrels.

Task Forces are putting together instructions for each aspect of Shelter to go in a procedure binder, copies of which will be available at strategic locations.

The Emergency Preparedness Committee proposed that a clause go into Community Center contracts that rentals will be canceled in case of emergency. This will be discussed at the January 5<sup>th</sup> Board meeting which will focus on the role of the Board in Emergency response.

Meeting adjourned at 10:25 am.

Meeting minutes respectfully submitted by Sienna M Potts.

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