

Caspar Community Board Meeting  
Caspar Community Center  
February 16, 2018

Board Members:

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

*Absent:* Ed Murrell, Paul Reiber

*Quorum present?* Yes

*Others Present:* Office Manager Sienna M Potts, Event Manager Dana Fox

Proceedings

1. Meeting was called to order at 9 am by President Bob Frey.
2. Minutes of 2/2/2018: Approved.
3. Changes to the Agenda: none.
4. Community comments and input: none.
5. Correspondence:

From Jima Abbott, longtime volunteer who designs & posts the Breakfast flyer: "I'm disappointed to not get a menu. Monday is, by far, the best day to put up flyers and I had planned to do that in Mendocino tomorrow and Ft. Bragg next Monday. Hard to do the flyer without the menu though."

6. Reports

A. Office Manager, Event Manager

Sienna reported on upcoming events, including a few memorials, the Chasing Coral movie event on February 24, & a concert with Nina Gerber & Chris Webster on March 17 to benefit a local woman's medical expenses.

Dana has installed the new on-demand hot water heater and washer/dryer unit.

B. Finance/Treasurer

The reports are hard to read after only one month, but we are solvent and doing well. Our Operating & Capital Reserve accounts contain more than half of our two year average gross operating revenues, so no transfer of funds from our checking account is needed. We have unrealized capital gains on our investments of about \$6,700. Most of our investments also give dividends and/or interest, adding up to about \$150 per month.

Next Finance Meeting is March 15, at 10 am.

C. Pub Night, Breakfast

Dana has Pub Night chefs scheduled through May. He has a vegan chef who is interested in putting on a Pub Night and suggested trying a vegan Pub Night. With the assurance that at least one hearty dish be included on the menu, the idea was welcomed.

Bob reported that the February Pub Night was the fourth highest grossing Pub Night on record. Dalen points out that without knowing expenses we can't know how successful it was.

Dana is cooking for February Breakfast.

The HR Committee recommended a bonus of \$1,000 to Sienna for years of service. The Finance Committee reports that the funds are available. Moved by Bob Frey: to give a years of service bonus of \$1,000 to Sienna; seconded by Annie; passed unanimously.

D. Caspar Community Garden

The garden looks beautiful. Deadline for shed completion is March 1. There will be a work party on the shed on March 8.

E. Facilities

Dana and Bob explained how the washer/dryer works. There are instructions included and Dana will make a short instruction sheet with specific instructions for our usual loads.

Our propane cost should go down with the new on-demand water heater. Dana is working on storage for cleaning supplies.

The EV Charging Station should be completed soon. An iron ranger will be installed with a suggested donation of \$5 per charge.

Annie asked about the process for communication of cleaning needs. Sienna puts together a schedule of rentals and cleaning needs each month which is posted in the janitors' closet. Dana checks in with Mike Fadeff and Sam Levy-Wendt. It was suggested that Sam and Mike might each claim days or events, and check them off on the schedule when completed, to improve communication.

F. Fundraising/Marketing

Following a lead developed by Rochelle, Annie has asked for guidelines and application for funds from The Grace Foundation.

G. Community Planning/Development

The February newsletter focusing on Caspar Headlands is available on our website ([here](#)). Annie offered kudos to Michael Potts and Judy Tarbell for articles and to Sienna for layout. The newsletter goes out by email to our mailing list and is posted to our Facebook page.

Community Meeting is February 18, at 4 pm.

H. Human Resources Committee

Next meeting is March 12.

I. Disaster Preparedness

The Disaster Barrel Project was a success. There will be a few left that we can sell.

Next meeting is February 26, at 7 pm.

J. Election of Officers

Officers will be elected at the Board Meeting on May 18.

Meeting adjourned at 10:10 am.

Meeting minutes respectfully submitted by Sienna M Potts.

Wondering what's going on at the Center?

Check the [online calendar](#).

Find the [most recent enews here](#).

Read the [latest newsletter here](#).