

Caspar Community Board Meeting
Caspar Community Center
December 21, 2018

Board Members:

Present: Dalen Anderson, Rochelle Elkan, Robert Frey, Annie Lee, Ed Murrell, Paul Reiber, Paul Schulman

Absent: Glenn Rude

Quorum present? Yes

Others Present: Sienna M Potts, Paula Glessner

Proceedings

1. Meeting was called to order at 9 am by President Bob Frey.
2. Minutes of 12/7/2018: Approved.
3. Changes to the Agenda: none.
4. Community comments and input: None.
5. Correspondence:

All present signed thank you cards for Dorine Real and Lee Tepper of Westport, and for the Tarbell Foundation, to acknowledge generous donations. All signed a thank you card for Mike Fadeff, to be included with a gift certificate for Haywire.

Rochelle asked about the Save the Date email for the Volunteer Appreciation Party on February 10, 2019. Sienna and Paula are working on the active volunteer list and will send out the invitation early in January.

6. Reports

A. Office Manager, Event Manager

Sienna will not be in the office on December 25 or New Year's Day. The Center is quiet until New Year's weekend, when we have two concerts with the Audubon Christmas Bird Count dinner in between. Audubon uses only the South room.

Paula will be on vacation from December 22 to 28. She is organizing the bar offerings and volunteers for New Year's Eve.

B. Finance/Treasurer

We have received \$37,000 in year-end donations, including large donations from Dorine Real and Lee Tepper, and the Tarbell Foundation, along with quite a few smaller donations of \$25 to \$500. Stocks are not doing well in general, but we have not lost any of our original investment. We may purchase CDs as a safe way to generate more interest than the savings account.

The Human Resources Committee recommends a raise for Sienna starting in 2019. The Finance Committee approves. Moved by Ed: to approve the raise. Seconded by Annie. Passed unanimously. Paula wants to stay at the same salary. A bonus for her will be determined. Mike Fadeff will be given a gift certificate to Haywire. Next Finance Meeting to be set by email.

C. Events

Wayne Brown and Paula will be making margaritas and coffee drinks for New Year's Eve. Paula has volunteers for the first shift at the beer and wine bar in the north room so the cocktails will be served from the kitchen, then moved over to the main bar. Dalen will be organizing a kitchen crew to make snacks and help with set up on the morning of the show. Contributions from Board members are encouraged and the potluck tradition continues. There will be tables and couches in the south room, with music piped in.

Sally Wells has reserved June 29, 2019 for the HarmonyUs Festival. Sienna is working out the contract and conditions as a rental.

A Volunteer Appreciation Party committee will be created to organize catering and entertainment. Those willing to help should stay after the January 4, 2019 Board meeting. We will be discussing Flea Market plans as well.

D. Caspar Community Garden

Next Garden meeting is February 7, 2 pm.

E. Facilities

The kitchen was spotless and we passed our Environmental Health inspection with a near perfect score. Annie thanked Paula for organizing the work party and taking such good care of the kitchen.

At the kitchen work party it was discovered that the floor under the dishwasher is rotting. Paul S has a contact who specializes in kitchen flooring so he will research replacement cost.

For two consecutive weeks, at the end of ballet classes, we received a tamper alert from Advanced Security on our fire alarms. Paula will talk with ballet teachers to see how we can avoid this problem.

Paula and Sienna will change the lock box code in January and update our ongoing renters.

We have replaced our mic cables and Bob bought a set of two-way radios which will be stored with the audio equipment.

F. Fundraising/Marketing

As reported above, the End of the Year letter brought in \$37,000. We have received \$653 for the EV Charging Station electricity costs. New Year's Eve tickets are selling well on BrownPaperTickets.com, including some large orders from out of town. Paul S says the Garcia Songbook CD is getting good play on local radio.

Paul S has renewed our deal with KZYX to trade rental time for underwriting.

G. Community Planning/Development

The first 2019 Community Meeting will be focused on community cooperation; interest has been expressed by staff at Jug Handle Farm to participate in this meeting along with folks from State Parks and Fortunate Farm. The Community Meeting will be March 10, 2019, 4 pm.

H. Human Resources Committee

The Committee met, gave Sienna a positive evaluation, and recommended her raise. They also gave Paula a positive evaluation. Dalen reported that "our crew is working well."

I. Preparedness

To try to encourage participation, Paula will organize freeze dried treats for the regular meeting on January 28, 7 pm.

Meeting adjourned at 10:25 am.

Meeting minutes respectfully submitted by Sienna M Potts.

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