

Caspar Community Board Meeting
Caspar Community Center
September 20, 2019

Board Members:

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

Quorum present? Yes

Others Present: Sienna M Potts, Lea Steadman, Christine Armstrong

Proceedings

1. Meeting was called to order at 9 am by President Bob Frey.
2. Minutes of 9/6/2019: Approved.
3. Changes to the Agenda:
 - Moved by Rochelle Elkan: to hire Lea Steadman as Events & Facilities Manager; seconded by Bob Frey; passed unanimously.
4. Community comments and input:
 - Christine Armstrong introduced herself as a resident of the Caspar Inn.
 - Thank you to Paul Reiber for making, Jima Abbott for stocking, and Larry Sawyer for donating the door for our new Little Free Library from community members who are already enjoying it.
5. Correspondence:
 - Alexandra Corzano from Project Sanctuary asked if we would participate in their October Domestic Violence Awareness Month “love is” campaign. She asked that we provide a place for their supplied “love note” blanks for Pub Night guests to fill in for friends or partners. Sienna will respond that hand-outs and flyers are always welcome at our inside bulletin board.
 - The Mendocino Non-lethal Wildlife Alliance had a packed room for their event and were “very impressed” with our venue and our “magical” community. Thank you to Dana Fox for all his help with the rental.
 - The Caspar Pub House is opening at the Caspar Inn on September 20, with food, beer, wine, and music.
6. Committee and Staff Reports
 - A. Office Manager, Event Manager
 - Sienna will be out of town from October 1-9. She will arrange to have phone, mail, and email messages checked.
 - Sienna spoke with County Supervisor Dan Gjerde about the large property on the corner of Pacifica and Caspar Road which is overgrown with gorse and other flammable invasive plants. It is a fire danger and also unsafe for pedestrians because there is no place to walk off the road. Dan suggested that the Caspar Community Board write a letter to the [County Counsel](#), including photographs and parcel numbers, requesting action on the fire danger and road encroachment. He suggested speaking with Guil Dye who has recently written a similar letter about one of his neighboring properties. He suggested we also write a letter to the County Counsel about our traffic calming needs and street art ideas. Sienna thanked Dan for being so responsive and helpful to Caspar. She noted that he is up for reelection next year.
 - Rachael Adams asked Sienna about traffic calming street art. She didn't feel it would be effective enough and said she would prefer speed bumps. Sienna clarified that the street art is a topic of discussion for the Community Meeting on October 20, as one way we might influence speeding drivers in town.

Sienna welcomes Lea Steadman and is very excited to work with her.

Lea is learning our systems and happy to be working at a place where she played as a child. She is generally available from 9 am to 2 pm on Monday, Wednesday, and Friday. She will get oriented before she settles on regular weekly office hours.

B. Finance/Treasurer

Dalen reported that we are running at a deficit, but it is lower than it was at this time last year. Rental income is up by twenty per cent. Events expenses are up more than the income, though that includes alcohol in stock for future events. Dalen shared her pie chart of expenses and income which will be posted in the Center.

Bob reported that the stock market is in turmoil but our conservative investments are holding stable. He and Jim Tarbell will investigate how to reinvest the \$60,000 CD coming due on September 24.

Next Finance Committee meeting is October 17, 10 am.

C. Caspar Community Garden

Annie reported that there is one bed available.

Next Garden Committee meeting is November 2, 2 pm.

D. Facilities

In addition to our beautiful Little Free Library, Paul Reiber is making a stand for the freeze dryer so it can be installed in the garage. New LED globe bulbs and dimmers are ready to be installed in the South room. Bob will work with Paul Schulman or Mike Fadeff to install them. Sienna will speak to Mike about replacing the north porch light bulb and fixing the door stop on the green room door. Paul Schulman will work on the bamboo growing up through the south porch. Bob will replace the battery caps.

Next Facilities Committee meeting will be a thorough tour of the building and grounds on September 23, 11 am.

E. Fundraising/Marketing

Dalen suggested we increase efforts to get monthly pledgers. She will write an article for the newsletter. Lea has graphic design and online marketing skills, which will be most welcome. Paul S will announce the New Year's Eve Dance Party at the Pop-up.

Harvest Dinner planning meeting is September 24, 5 pm.

F. Community Planning/Development

Sienna is working on a newsletter and still welcomes submissions.

The next Community Meeting, with traffic calming street art as an opening topic, is October 20, 2019, 4 pm.

G. Human Resources

Thank you from the Board to the Human Resources Committee for managing the hiring process well and quickly. An Employment Agreement and official Job Description will be shared.

H. Preparedness

Lisa Weg has organized the creation of a thorough manual for running an emergency shelter at the Center. Subcommittee groups are meeting to finalize manual sections.

A meeting of Preparedness groups from around the county will hold a networking meeting on October 20 at the Mendocino Fire House.

Next Preparedness Meeting is September 23, 7 pm.

Meeting adjourned at 10:15 am.

Meeting minutes respectfully submitted by Sienna M Potts.