

Caspar Community Board Meeting  
Caspar Community Center  
November 15, 2019

Board Members:

*Present:* Rochelle Elkan, Annie Lee, Robert Frey, Paul Reiber, Glenn Rude

*Absent:* Dalen Anderson, Paul Schulman, Lea Stedman

*Quorum present?* Yes

*Others Present:* Sienna M Potts

Proceedings

1. Meeting was called to order at 9:04 am by President Bob Frey.

2. Minutes: Delayed.

3. Changes to the Agenda: none.

4. Community comments and input: none.

5. Correspondence:

A year-end donation was received from Terrence and Catherine Booth. Tom Wodetzki also donated, with regret for missing our Silent Auction.

6. Committee and Staff Reports

A. Office Manager, Event Manager

Sienna apologized for being so busy with communications and events that some of the back-end tasks have gotten postponed. There have been several last minute rentals scheduled for the end of 2019, 2020 dates are getting filled, and planning for 2021 is beginning.

Lea stayed home sick but reported to Sienna that she is going to set up a schedule for regular committee meetings, starting with Facilities. She will start organizing for next year's Fall Fundraiser in January and has several ideas to maximize fun- and fund-raising.

Sienna and Lea are working on a cleaning fee option for renters. It will be clearly defined so renters know what is required of them and what the service does and does not include.

Sienna encouraged Board members to offer to help with specific tasks to ease Lea's work load as she settles into her routine. Rochelle said that she had spoken with Lea about not burning out and learned that Lea went to Head Start in the Center and "love[s] this place."

B. Finance/Treasurer

Nothing to report.

Next Finance Committee meeting is December 19, 10 am.

C. Caspar Community Garden

Annie reported that Sakina Bush ran the Garden meeting on November 7. The gardeners are ready to give up some beds if there are interested gardeners. Sakina will advertise open beds in Spring.

Next Garden Committee meeting is February 6, 2020, 2 pm.

D. Facilities

North side door is not closing properly and needs adjustment.

Larry Krasner is working on the locked storage closet in the garage.

#### E. Fundraising/Marketing

November Pub Night intake was a little low at almost \$2,000 but Dana Fox's lasagnes and Lea's soup were delicious and appreciated. Caspar Fall Fundraiser brought in just over \$7,000, netting approximately \$5,000 after expenses. Sixty paying guests enjoyed the party and auction. Dana Fox's full bar set up was popular for custom drinks with or without alcohol, bringing in over \$700 including tips. Fundraiser debriefing meeting to be scheduled. Sienna distributed an End of the Year letter draft by email, with Bob's permission. The letter was approved pending further comment by email. A mailing party was scheduled for Tuesday, November 26, 10 am, if needed.

#### F. Community Planning/Development

The next steps in the street art project are a proposal for a single location pilot project and a more general proposal including further options and guidelines to be used by Mendocino County to define standards for street art projects. Sienna will work on guidelines (input welcome) to be finalized by the end of January. Limits on art and budget need to be determined, and locations defined. We will invite community members to submit a simple yet creative crosswalk design for the front of the Center driveway as a pilot project. Paul Reiber suggested offering a prize for a winning design, and applying to A.D. Abramson Endowment for the Visual Arts Fund for a grant to fund the project.

Possible dates for the Volunteer Appreciation Party are Sundays, February 9 or 16. Sienna will discuss with Lea.

There are options for Community Potluck dates on Sunday through Wednesday. Sienna suggested we select three dates from April through October. Mondays have been successful so far.

#### G. Human Resources

December 6 Board meeting will be extended for end of year employee evaluations and a closed session to discuss bonuses or raises.

#### H. Preparedness

A Home Resiliency Open House will be held at the Center on Friday, November 22, 3:30-7 pm. Local organizations and representatives – including Caspar Community, Dan Gjerde, and Ted Williams – will have information tables for an Open House followed by presentations and forum at 5:30 pm.

Next Preparedness Meeting is January 27, 7 pm.

Meeting adjourned at 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](#).