

Caspar Community Board Meeting  
Virtual Meeting  
April 3, 2020

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 Stedman, Judy & Jim Tarbell

Proceedings

1. Meeting was called to order at 9:30 am by President Bob Frey.
2. Minutes: 3/6/2020 minutes were approved.
3. Changes to the Agenda: none.
4. Community comments and input:
  - Lea and Bob will talk with Judy about managing moisture in the trailer.
  - Judy will set up a Caspar listserv to help community members offer and receive help during the Shelter in Place (SIP) order.
5. Correspondence:
  - [Mendo Lake Food Hub](#) organizers hope to set up a pick up location at the Center to expand their range for home delivery.
6. Committee and Staff Reports
  - A. Office Manager, Event Manager
    - Sienna requested a clear decision on public use of the Center during the SIP order. Moved by Paul S: to close the Center to public use in accordance with the Shelter in Place order; seconded by Rochelle; passed unanimously. Sienna will talk with Mendo Lake Food Hub organizers about setting up a pick up station outside.
    - Lea reported that it is quiet and clean at the Center. We have a limited supply of disinfectants and she hasn't been able to order more. She has been thinking about policies for future rentals. It was decided to wait and see what happens before making changes.
  - B. Finance/Treasurer
    - Sienna moved \$10,000 from our Operating Reserve into our checking account to cover expenses. We received a generous donation from Jim Katzel and another donation from monthly pledgers Star Decker & Gene Parsons. She is refunding canceled April rentals in full.
    - Bob reported that our investments are still in the black, though much lower than they had been.
    - Next Finance Committee virtual meeting is April 16, 10 am.
  - C. Caspar Community Garden
    - Rochelle reported that there is one bed being remediated to be available to a new gardener.
    - Next Garden Committee meeting is May 7, 2 pm.
  - D. Facilities
    - Lea reported that Rantala is waiting on a part to fix the hood fan.

Paul S has arranged for North Coast Plumbing & Heating to remove the kitchen equipment on April 9. Mike will clean after it is gone. Paul S is meeting Cesar Yanez to get an estimate on painting the exterior of the building after the Board meeting.

No Facilities Committee meeting scheduled.

E. Fundraising/Marketing

No Fundraising Committee meeting scheduled.

F. Community Planning/Development

No Community Meeting scheduled.

G. Human Resources

No Human Resources Committee meeting scheduled.

H. Preparedness

Next Preparedness virtual meeting is April 27, 7 pm.

Board meeting adjourned at 10:55 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](#).