

**Caspar Community Center Board of Directors Meeting
November 4, 2011
Caspar Community Center**

Present: David Alden, Miriam Davis, Susan Juhl, Paul Reiber, Susan Keller, Oscar Stedman
Staff: Dalen Anderson
Guest: Bob Frey

1. Call to Order at 9:10

Quorum Present? yes

2. **Minutes** of October 21 approved.

3. Additions or Changes to the Agenda – Judy Tarbell had requested that the issue of changing our form of organization to a membership organization be put on the next meeting's agenda, but due to her absence it was decided to table this discussion until the next meeting.

4. **Correspondence** - Compliments were received about the last breakfast. The minutes of the Occupy Wall St. Group (Ft. Bragg Chapter) that were circulated mistakenly stated that some board members were opposed to the group using the CCC to meet. This is not the case, as no board opposition was expressed. Miriam will e-mail John Fremont with the correction.

5. Executive Director's Report

- Rentals are still going solidly; a wedding will be held at the CCC next weekend.
- The board should revisit its policy on offering free rentals so that everyone is clear on it. [Alden summarized his reasons for having opposed providing free rental to the Occupy group, but said the discussion should await the return of Judy Tarbell who had contrary views.]
- The insurance bill for the incremental cost of the new addition was received in the amount of approximately \$950. This will cover the additional insurance needed through July 2012.
- Many checks have been going out lately, but income is also being received. Per direction of the Finance Committee, monies earmarked for specific projects (approximately \$4500) have been transferred to Savings where they will be held together with our USDA-required reserve fund (currently about \$11,000) so that the financial reports show earmarked assets separately from the general fund.
- Work on the November 19 Harvest Dinner is progressing, and a number of items have been received for the silent auction. However, there are no "big ticket" items this year.
- Oscar Stedman and Georgia Lane are doing breakfast Thanksgiving Weekend.

6. Committees

A. Newsletter—The Newsletter is out and has been received by the electronic recipients but not the snail mail ones. Another end of year fundraising letter will go out in November or December.

B. Treasurer's/Finance Committee Report

The Finance Committee will be meeting next Tuesday Nov. 8 at 3 to go over the proposed budget for 2012. Alden said that financial reports through end of October would be presented at the next meeting, but reminded the board that fundraising should be a priority this fall as net operating revenues were negative by about \$2,000 ytd compared to last year (taking Kitchen donations out of the equation.) Alden also remarked that pub night added an additional \$6,000 or so to the income stream for 2011 which wasn't included in 2010, so the actual operating deficit ytd compared to 2010 was even greater than \$2000. Expenses are up ytd 19% while revenues from rentals are down 25% and non- kitchen related donations are also down.

C. Facilities

The facilities committee met and developed a work list. A work party has been scheduled for Sunday, November 6. Several community members have responded. Rain gutter folks will be contacting Paul R to discuss doing the remaining gutter work. Oscar S. did the handicapped painting. (Thank you Oscar!!)

D. Kitchen

Last check has been received from USDA and last payment made to Matson.
The kitchen operations committee will meet at 3:30 next Wednesday November 9.

E. Fundraising

Committee meeting will be next Wednesday, November 9 at 2:00. Alden said they should start discussion and planning for the Casparado's All-Dylan Fundraising Concert next March. It was decided that March 17 would be the tentative date nwt it is St. Patty's Day.

F. Community Planning

Tabled pending Judy Tarbell's return.

7. Events

A. Pub Night

All is underway as usual. Dalen created another great poster. Need clarification about postering sites and responsibilities. Dalen is doing a real pub menu of chicken wings, burgers etc.

B. Harvest Dinner–

Various ideas for auction items were discussed. Clarification was made about the early payment discount (all early payers will get \$5 off the ticket price.) We will make announcement at pub night.

C. New Year's –no new developments. Publicity will start soon.

Adjourned at 10:15 a.m.

To Do List

Review Gateway Community issue – Alden

Repair Bulletin Board -- Alden

Review USPS letter.

Finish surface of leachfield — Facilities Committee

Finish entrance to new building – “*****”

Treat and secure cob oven – Facilities Com; Alexandria A.

Light over North door— Facilities Committee

Committees (* indicates contact person)

Community Planning Judy*, Mike D, Michael P., Rhoda, David, Jessie, Miriam, Susan J, Oscar?

Executive/Personnel Miriam, Susan J., David, Annie

Facility Dalen, Paul S*, David, Mike (?) Annie

Finance David*, Dalen, Jessie, Rhoda, Jim Tarbell, Oscar?

Fundraising/Marketing

Harvest Dinner Dalen,

Kitchen Dalen, Oscar*

New Year's Eve

Pub Night David, Jessie*, Mark (sound and music), Miriam (kitchen and service