

Caspar Community Board Meeting  
Caspar Community Center  
February 7, 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

Proceedings

1. Meeting was called to order at 10 am by President Bob Frey.
2. Minutes of 1/3/2019: Approved.
3. Changes to the Agenda: none.
4. Community comments and input:
  - Bob spoke with Helene Chafin, of Jug Handle Farm, about a gorse removal grant she is working on, to include the triangle at the north highway exit, as well as some locations on their own property.
5. Correspondence: none.
6. Committee and Staff Reports
  - A. Office Manager, Event Manager
    - Sienna and Lea have been discussing how to balance their changing job needs and descriptions. Sienna would like to stay at the same number of hours but Lea could take on more. Lea is already doing cleaning in addition to her original job description.
    - Sienna is grateful for the laptop which has made working in the office, at home, and on the road more efficient. She will talk with the Finance Committee about purchasing a Windows desktop and switching to the latest Windows QuickBooks, which Ruth Dobberpuhl highly recommends over the online version.
    - Lea reported that David Alden is stepping down as Pub Night MC. Blanning Egan, who has been volunteering regularly for the last several months, will take over as MC. David had some suggestions to improve sound and convenience in the north room.
    - Lea suggested using gift certificates left over from the Fall Fundraiser for a drawing at the Volunteer Appreciation Party. All agreed. Party set up at 3 pm, Sunday, February 9.
  - B. Finance/Treasurer
    - Nothing to report.
    - Next Finance Committee meeting is February 20, 10 am.
  - C. Caspar Community Garden
    - Rochelle reported that there are three available beds, with four people on the waiting list. Gardeners plan to use their bed fee money to create raised beds where the garden is wettest. Sienna suggested looking into improving drainage with ditches. Sakina Bush is going to use one of her beds for a gardening class with Caspar Creek Learning Community.

Next Garden Committee meeting is May 7, 2 pm.

#### D. Facilities

After Breakfast on February 23 we will have a work party to clear the north room and hallway in preparation for Jim Ransom to refinish the floors. Paul S will see if the same timing could work for the floor repair in the kitchen. Another option would be to alter a Pub Night format to minimize kitchen needs. Sienna will look for openings and Paul will talk with Pat Doyle about scheduling the work.

The south room floor is also quite rough but cannot be refinished. Jim Ransom recommended replacing it. Bob would like to see a new wood floor to cover the solarium so that it is seamless. Planning that around rentals would have to take place at least a year out. Sienna will ask Jim about cost and timing needs.

Lea will order rock from Geo Aggregates for Mike Fadeff to patch the lot and driveway.

Dana Fox can replace or remove the electrical outlets on the EV charging station. It was decided to remove them. Sienna recommended another fundraiser to cover electrical costs.

Dalen found the right shelves for storing freeze-dried foods and other emergency supplies in the garage. Gertie (our papier-mâché gorse monster) is back and does not fit well in the garage. Lea, Paul S & Paul R will try setting her up in the green room.

Larry Krasner replaced our front door with a wider door. He is waiting on Escola to change the lock to match the others. Paul R will get paint to match exterior and exterior colors.

No Facilities Committee meeting scheduled.

#### E. Fundraising/Marketing

Meeting scheduled February 10, 10 am.

#### F. Community Planning/Development

The Center will be a polling place for the primary election on March 3.

#### G. Human Resources

Sienna requested a meeting to clarify Lea's cleaning duties and to discuss job descriptions. Meeting scheduled February 11, 11 am.

#### H. Preparedness

Next Preparedness Meeting is February 24, 7 pm.

Meeting adjourned at 11:15 am.

Meeting minutes respectfully submitted by Sienna M Potts.

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