

Caspar Community Board Meeting
Virtual Meeting under Shelter in Place order
October 2, 2020

Board Members:

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

Absent:

Quorum present? Yes

Others Present: Sienna M Potts, Hilde Heidt

Proceedings

1. Meeting was called to order at 9:33 am by President Paul Reiber.
2. Minutes: 9/18/2020 minutes were approved.
3. Changes to the Agenda: none.
4. Community comments and input: none.
5. Correspondence:
Hilde emailed to ask for details on Center expenses while closed, and success of past events. Jef Schultz could not attend the fundraising meeting but called to recommend to-go food events as fundraisers.
6. Committee and Staff Reports
 - A. Office Manager, Event Manager
Sienna reported that the Gorse Eradication project accounting had been clarified. She was grateful to Michael Potts for his help. Sienna explained Carole White's proposal for the Winter Shelter to be located at the Center for the month of December (or longer). There is \$3,000 budgeted for a month's facility rental. Both large rooms would be needed for the exclusive use of the shelter, and the bathrooms would be used during shelter hours (5 pm to 8 am). Shelter organizers would take responsibility for supervision, cleaning, and safety. Response was favorable, after some discussion. Sienna will finalize contract details for approval at the next Board meeting.
No Event Manager report.
 - B. Finance/Treasurer
At a meeting to discuss Gorse Eradication project finances it was decided that Michael Potts would go over the correspondence and invoices to verify available money and costs. A fee to cover Sienna's time will be requested.
Next Finance Committee meeting is October 28, 10 am.
 - C. Caspar Community Garden
Annie reported that all's well in the garden.
Next Garden Committee meeting is November 5, 2 pm.
 - D. Facilities
Hobart's estimate to fix the leak in the dishwasher is \$1,800. No other options were found. Moved by Dalen: to hire Hobart for up to \$2,000 to fix dishwasher; seconded by Bob; passed unanimously. Paul Schulman will look into repairs on the hood fan.

Paul Reiber and Jim Tarbell will move Gertie to Tarbells' garage.
No Facilities Committee meeting scheduled.

E. Fundraising/Marketing

Dalen reported that there was quite a group of people at the Fundraising meeting. Talking up pledges, or suggesting increasing pledge amounts during closure, and looking into estate giving plans were suggested. Claire Amanno would be willing to manage a rummage sale. There was a lot of interest in food events.

Rochelle researched online auction programs. Michael Potts will set one up on our website. Paul Reiber will compose a letter inviting community members to donate to, and help with, the auction.

Sienna suggested that it would be worth considering hiring a skilled fundraiser to extend our efforts more creatively. Rochelle will talk to Rhoda Teplow for suggestions.

Next Fundraising Committee meeting will be scheduled by email.

F. Community Planning/Development

Dalen and Rochelle have arranged for us to have an extra ballot drop box to set up outside on Election Day, reducing traffic inside.

No Community Meeting scheduled.

G. Human Resources

The committee will meet with Lea Stedman to discuss bringing her back on the payroll to help with fundraisers and to begin to plan for 2021 rentals and events, as appropriate.

Human Resources Committee meeting will be scheduled by email.

H. Preparedness

After discussion, the Public Hub listing for Caspar Community Center on the [Hubs & Routes website \(hubsandroutes.net\)](https://hubsandroutes.net) was approved.

Next Preparedness Meeting is October 23, 7 pm.

Board meeting adjourned at 11:10 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](#).