

Caspar Community Board Meeting  
Virtual Meeting under Shelter in Place order  
March 5, 2021

Board Members:

*Present:* Dalen Anderson, Rochelle Elkan, Robert Frey, Annie Lee, Paul Reiber

*Absent:* Glenn Rude, Paul Schulman

*Quorum present?* Yes

*Others Present:* Sienna M Potts, Lea Stedman, Judy Tarbell, Kris Reiber

Proceedings

1. Meeting was called to order at 9:30 am by President Paul Reiber.
2. Minutes: After discussion, 2/19/2021 minutes will be revised.
3. Changes to the Agenda: none.  
Rochelle requested a discussion of communication protocol at the April 2 Board meeting.  
Bob requested that the Board resume in-person meetings on April 2.
4. Community comments and input:  
Judy Tarbell requested a community meeting to discuss Mendocino Trail Stewards (MTS).
5. Correspondence:  
Paula Glessner copied the Board in a letter to Bobbi Riley of USPS about her experience with misdelivered mail and undelivered packages. Other people have also experienced problems with mail delivery. Sienna will include a note in the next e-newsletter about postal issues.
6. Committee and Staff Reports
  - A. Office Manager, Event Manager  
Sienna reported that she and Lea have been having regular meetings and coming together well as a team.  
Lea reported that she is wrapping up the rental paperwork and inviting applications for classes and small rentals. A wedding scheduled for late May was canceled.
  - B. Finance/Treasurer  
Nothing to report.  
Next Finance Committee meeting is March 16, 10 am.
  - C. Caspar Community Garden  
Nothing to report.  
Next Garden Committee meeting is May 6, 2021, 2 pm.
  - D. Facilities  
All heaters are working. The freezer in the green room needs to be replaced.  
Bob would like to meet with Lea and Facilities Committee to go over maintenance procedures.  
Facilities Committee meeting is at the Center on March 9, 9:30 am.
  - E. Fundraising/Marketing  
Lea is making plans for dinner events in April and May. She is also looking into fundraising ideas for our online store.  
Fundraising Committee meeting will be scheduled by email.

F. Community Planning/Development

Lea will set up a virtual meeting. Paul Schulman and Chad Swimmer will be invited to present information on MTS.

Virtual Community Meeting is March 21, 4 pm.

G. Human Resources

No Human Resources Committee meeting scheduled.

H. Preparedness

Lisa Weg will be given a key to the Center (not office) and equipment room to access radios in case of emergency. All keys should be requested through the office so that Lea and Sienna can keep track of who has keys.

Next Preparedness Meeting is March 22, 7 pm.

Board meeting adjourned at 10:20 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](#).