

Caspar Community Board Meeting

April 28, 2023

Caspar Community Center + Virtual Meeting

Board Members:

Present: Dalen Anderson, Ariana Bayer, Rochelle Elkan, Robert Frey, Annie Lee, Paul Reiber, Paul Schulman

Absent: Glenn Rude, Judy Tarbell

Quorum present? Yes

Others Present: Claire Amanno, Nick Gueli, Suzanne Jennings, Sienna M Potts

- I. Meeting was called to order at 9:30 am by President Ariana Bayer.
- II. Minutes: 4/14 minutes were approved.
- III. Changes to the Agenda: none
- IV. Community comments and input:
 - A. Claire Amanno shared two upcoming meetings at Community Center of Mendocino. A meeting Saturday, 4/29, regarding the purchase of several local motels by a foreign corporation, and another on Monday, 5/1, to urge the Mendocino Historical Review Board to extend the use of tents at local restaurants.
 - B. Sienna will share information on Ian Forman's case once she receives an update from DDA Kelsey. He appeared in court on 4/27 but the outcome is unclear in the public records.
- V. Correspondence: none.
- VI. Committee and Staff Reports
 - A) Office Manager: Sienna submitted tax preparation materials to Hogan & Stickel, finished preparing a draft budget for 2023, and is ready to work on evaluating rental expenses and income.
 - B) Finance Committee: Bob reported that, according to the First Quarter reports, our expenses are greater than our revenue. While a shortfall is normal at this time of year, rental rates should be evaluated to cover costs.
 - C) Staff Support Committee:
 - 1) Ariana and Sienna will meet with West Center advisors to seek advice on Human Resources policies, as well as communication tools (i.e. event promotion, volunteer coordination)
 - 2) No meeting scheduled
 - D) Events & Fundraising: Game Night, 5/12
4th Sunday Breakfast, 5/28
CasparFest, 7/8
Rochelle will research t-shirt and sweatshirt possibilities with Epic Graphics. A button making party will be held. Swag Committee: Rochelle, Sienna, Ariana, Dalen, Paul S.
Next Meeting: CasparFest planning, 5/10, 10 am, at Center
 - E) Rental Management:
 - 1) Suzanne Jennings commented that she found HoneyBook rental process confusing. She will give feedback to Nick. Nick will continue to streamline the rental process.
 - 2) Nick was certified as a Food Manager, which is good for five years.
 - 3) Nick and Dalen will take the ABC Alcohol Server Certification exam and apply early for the CasparFest ABC permit in order to request donations.

- 4) Nick and Sienna plan to prepare a report on rental costs & income by the end of July. They will work with the Rental Committee in August to raise rental rates beginning September 2023.

F) Facilities:

- 1) Nick will talk with our new landscapers about spending less time on the roadside
- 2) Work Party to finish replacing fabric covers on sound panels and organize library:
5/8, 10 am

G) Caspar Community Garden: Next Meeting is Saturday, 5/6, 10 am, at Rochelle's house

H) Community Planning/Development:

- 1) Patio Project: What is needed to move project forward? We need to clarify what we want and hire a consultant to get us through the process. Rochelle will reach out to Carey Knecht, a landscape architect who was a member of the UC Environmental Planning Studio team that helped with Caspar's town plan in the late 1990s.
- 2) Ariana suggested a retreat to identify values and goals of Caspar Community. Ariana will guide discussion to help determine our questions, with the idea of hiring a consultant to help us move forward if necessary. Retreat will be planned in August to take place at the Center.

VII. Meeting adjourned at 10:35 am.

Meeting minutes respectfully submitted by Sienna M Potts.

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Wondering what's going on at the Center?

Check the [online calendar](#).

Find the [most recent enews here](#).

5/6/23, 10 am, Caspar Community Garden Meeting, at Rochelle's house

5/8/23, 10 am, Work Party

5/12/23, 5:30-9 pm Game Night

5/26/23, 9:30 am, Working Board Meeting

5/28/23, 9-11 am 4th Sunday Breakfast

6/9/23, 5:30-9 pm Game Night

6/25/23, 9-11 am 4th Sunday Breakfast & Flea Market til 2 pm

7/8/23, noon, CasparFest