

## Minutes of Caspar Community Board of Directors Meeting

February 8, 2008

### **I. Call to Order/Present: (Call to Order at 9:15 a.m.)**

**Board Members:** David Alden, Judy Tarbell, Susan Juhl, Paul Schulman,, Paul Reiber, Susan Keller

**Absent:,**

**Staff:** Dalen Anderson.

**Guests:** Rhoda Teplow; Loraine Duff; Gene Parsons, Star Decker

Quorum Declared: Yes   X   No       

### **II. Approval of Minutes:**

Minutes for the Board meeting on January 25, 2007 were approved as corrected.

### **III. Reports**

#### **A. Correspondence**

The Old Mill Farm sent a nice donation and letter offering help to the CCC kitchen project. THP reports were received. Ray Duff has agreed to continue to review them. Child Protective Services has sent another request in re contract employee.

#### **B. Treasurer:**

With the Cantus Foundation donation, we now have approximately \$100,000 in cash in the kitchen fund.

#### **C. Manager's Report**

The fire safe council is meeting on Feb. 9 at the CCC. The Mendocino Community Foundation is holding a grant workshop at the CCC this month. Salsa classes started on Tuesday evenings and a number of other regular classes have started up on Tuesday and Thursday days and on Sunday.

### **IV. Old Business**

#### **A. USDA Loan and Grant**

The USDA application has been received. The Board was reminded that our original plan was to borrow one-half of the cost of the new kitchen addition. Our financial consultant believed that we could safely borrow up to \$200,000 based on our existing financials. The original estimate for the "shell" of the kitchen was \$200,000.

The planning department granted our CDP, which now goes through a 30 day waiting period to allow for any appeal. None is anticipated. Submitting detailed drawings for the postal

pavilion is the next step. We need to identify who will head up this project. Robert Van Peer and Jon Wosniak have both expressed interest. Judy Tarbell also suggested that Paul Garvin be given an opportunity as well. Teplow, Schulman, Alden and Reiber volunteered to make up a committee to oversee the pavilion project. Paul Schulman will be the volunteer coordinator.

Our target on the USDA loan will be to send in the pre-application information to Sacramento ASAP. It will take 45 days for them to approve it. Then the application itself can be filed. It must be filed by April 1, 2008 to get funded this year. Drafts will be distributed for comment by Judy Tarbell.

The CDP requires that we have the septic system reviewed.

The kitchen committee will meet on Monday at 4 pm at the CCC to go over specifications. IT has met periodically to discuss ideas about the interior layout. Now it must decide what we legally have to include according to the guidelines of the County Dept. of Environmental Health.

A question was raised about whether we should include a shower in the plans, since that would be necessary for us to qualify as a Red Cross defined "Emergency Facility". We could convert the old bathroom into a shower. Dalen will follow up. We should also at least plan on the location for, and wiring for, a generator and potential solar system battery backup.

We have the permit for solar panels (issued January 2004) and have renewed in once. We then reconfigured the plan as part of the new kitchen project and it is incorporated into the CDP.

Gene Parsons raised the issue of whether we should look at propane refrigeration for the kitchen as well.

It was noted that the latest storm underscored the potential need for the CCC to serve as an emergency shelter. One Caspar resident had to go to the Fort Bragg shelter (Hospitality House). This also underscored the need for a community communications system so that these needs are quickly identified, particularly with respect to those who live alone. (The Red Cross is meeting here on Feb. 21 from 6 to 8.) The Fire Safe Council map is now done and available.

## **B. CasparFest**

The committee met and all organizers from last year look like repeats for this fall. The next meeting is on March 5 at 11:00 at the CCC. It was decided to keep the gate fee at \$5 as last year. More children related things will be planned for the upcoming Fest. Some question has been raised as to whether it is worthwhile holding the Saturday night event. Joe Craven has again agreed to participate.

## **C. CCC Maintenance**

Dalen has not talked with Greg in regard to increasing his level of work at the CCC. We need to identify a list of tasks that need doing at the CCC. We also have to continue to have some local backup. Refinishing the floor in the North Room is a priority. Gene Parsons highly recommended the Zip Guard product as long lasting.

## **D. Dalen's Compensation**

Dalen has investigated the availability of health benefits. Her benefit policy costs her about \$272 per month, and she has proposed that in lieu of any raise, the CC pick up one-half of that cost. (a \$2/hour raise would be the same thing.) Judy Tarbell raised the question whether it wouldn't be better from a tax point of view for us to pay the entire cost, and make corresponding adjustments to Dalen's salary. Someone needs to follow up on this to figure it out.

Dalen spoke with the Land Trust Alliance, and they do not presently offer any health benefit package. However, they are looking into the matter.

### **E. Community Meeting**

The next community meeting would be this Sunday, Feb 10. Tamira Jones of the Mendocino Land Trust will attend to talk about the coastal trail project. One major issue affecting Caspar will be whether the trail project includes a proposal to have trail access parking in Caspar. Other agenda items should include a kitchen project update, the postal pavilion update and the subject of a schedule for community meetings. It was decided that the board would propose that the meetings be held quarterly on the first Sunday of the month at 4:00 p.m., with provision for special meetings if exigencies demanded. Loraine Duff proposed, and the board agreed, that a poster announcing upcoming meetings should be posted at the mail pavilion (to be). The next meeting therefore, if the community agrees to that proposal, would be May 4, 2008.

The meeting was adjourned at approximately 11:05 a.m.