

**Caspar Community Center Board of Directors Meeting  
November 18, 2011  
Caspar Community Center**

Present: David Alden, Miriam Davis, Susan Juhl, Susan Keller, Annie Lee, Paul Reiber, Paul Schulman,  
Judy Tarbell, Jessie Van Sant

Staff: Dalen Anderson

GuestS: Bob Frey, Michael Potts

1. Call to Order at 9:10

Quorum Present? Yes

2. **Minutes** of November 4 approved.

3. **Additions or Changes to the Agenda** – Michael Potts presentation was moved to the top of the agenda.

Deadline for the Community Foundation Grant is December 9, with completion of proposed activity due in March. The focus this cycle is on building organizational capacity and community planning process. Michael suggested that the 15<sup>th</sup> birthday of the Caspar Community in September 2012 provides an excellent opportunity to launch an effort to query community members (e.g., ask Patty Madigan to inventory community competencies), and hold for a conference to revisit and refresh Caspar's planning (assess interest in the development of a Community Services District, among other items).

Michael and Rhoda Teplow asked for Board approval to write a grant to fund expenses (phone, printing and postage, and advertising as well as possible consulting fees). He suggested we could bring back some of the key figures involved in the early planning, e.g., Randy Hester, to find out what are they doing now, how they were influenced by their Caspar experience, and what they suggest, especially in regard to consensual governance. Michael also suggested that MCOG would be interested in helping. Caspar has learned to cope with differences of opinions; by building on what we've done and exploring the roots of Caspar's successes and failures we seek to build our own capacity and share our experience with other groups.

Michael and Rhoda will work with the Community Planning Committee and email a draft proposal in advance of the December 2 Board meeting.

4. **Correspondence**

Letter from the Food Bank seeking contributions. Dalen will talk with Betty about the raccoons' depredations of donations.

5. **Executive Director's Report**

- All about the Harvest Dinner. Reservations up to 61 – less than last year.
- Kitchen maintenance holding well.
- Cooking class Sunday, January 12; Iron Chef Competition Sunday, January 29. David suggested closed circuit TV. MCCET might be willing to televise. Membership provides low-cost shows.
- Work party a success. See Facilities below.

6. **Committees**

A. **Treasurer/Finance**

The P&L through October shows us about \$1500 in the black. Rentals are down, expenses up. Donations are from 25-100% down. Fundraising Committee will emphasize pledging.

David asked the Board to consider the draft operating budget for 2012 and return with a zero-deficit proposal to adopt at the next meeting.

B. **Facilities**

"Swallow Corner" painted, water tank leveled, skirting installed, driveway potholes repaired, area in front of steps weed-clothed and chipped, south room caulked, handicapped access repainted on concrete, community bulleting board recreated, bench refurbished, weeds by back stairs removed, and pizza oven recoated and tarped!

The gutter has not yet been installed. Paul R. will follow up. Paul S. will call Karl regarding replacement of the plastic roofing over the bathroom area and installation of metal flashing for the "cricket."

### C. Kitchen

Oscar working on protocols.

The Kitchen Committee will develop rental rates.

### D. Fundraising

David and Miriam are working on the year-end letter.

Uke Fest (April 14) – CCC will receive income from bar and food; Pattie will receive 20% of the “gate” after “hard expenses.” Some discussion as to whether “hard expenses” should include rental. It was proposed that the committee establish the arrangement for this event.

### F. Community Planning

David discussed the Memorandum of Understanding between the BLM and the Caspar Community that evolved out of the National Monument Gateway Community Project, regarding a jointly managed coastal area between Point Arena and Westport. **“The purpose of this MOU is to formalize a collaborative partnership between the BLM and the Caspar Community in a mutually beneficial undertaking to assist with the preservation and stewardship of the California Coastal National Monument (CCNM) and advance the understanding and protection of California’s coastal and ocean resources.”** The focus of the project is education, viewing access, and preservation of wildlife habitat. Adopting the MOU will make us part of a larger group and give us a “seat at the table” to make or prevent things that happen.

David **MOVED** that Caspar Community Board agree to **adopt the MOU in draft form as circulated.**  
Seconded by Jessie. **PASSED UNANIMOUSLY.**

### G. Other

#### 1. Harvest Dinner

Board members will each take a table to invite diners to NY’s Eve, ask for sign-ups for newsletter, committees and pledges.

#### 2. Rotary Grant has been submitted

3. Paul R. suggested the Board meet once a month. David suggested giving the committees more time to get established. Miriam said committee structure is unclear - who is the chairperson and who calls the meetings. David **MOVED that the Board direct each committee to meet and establish a chair and regularly scheduled meeting(s) by the last Board meeting in December (December 16).** Seconded by ??? **PASSED unanimously.**

Michael suggested making meetings half as long. Board set an objective for the next two meetings to last no more than one hour (9-10).

### Motions

Passed motion to **adopt the MOU between BLM and Caspar Community in draft form as circulated.**

### Calendar

Sunday, November 27 – Fourth Sunday Breakfast

Friday, December 3 and December 17—Board meetings

Saturday, December 31 – New Year’s Eve

Sunday, January 12 – Cooking class

Sunday, January 29 – Iron Chef Competition

March 17 – Casparados’ All-Dylan Fundraising Concert

April 14 – Uke Fest

Adjourned at 11:47 a.m.

### To Do List

Michael and Rhoda — email a draft grant proposal in advance of the December 2 Board meeting.

Dalen — talk with Betty about the raccoons

Oscar —kitchen protocols.

Paul R. — gutter

Paul S. — call Karl regarding replacement of the plastic roofing, installation of metal flashing

David and Miriam — year-end letter.

Kitchen Committee — develop rental rates.

### Agenda items

MCCET membership

Change to membership organization

Clarify policy on free use of facility

Review USPS letter

**Committees** (\* indicates contact person)

**Community Planning** Judy\*, Mike D, Michael P., Rhoda, David, Jessie, Miriam, Susan J, Oscar?

**Executive/Personnel** Miriam\*, Susan J., David, Annie

**Facilities** Dalen, Paul S\*, David, Mike D., Annie, Bob Frey

**Finance** David\*, Dalen, Jessie, Rhoda, Jim Tarbell, Oscar?

**Fundraising/Marketing** Susan Keller\*, all Board

**Kitchen** Oscar\*, Dalen, Deb Dawson, Carly Abbott, Georgia Lane, Jim Katzell

**Pub Night** Jessie\*, David, Mark (sound and music), Miriam (kitchen and service)