

Caspar Community Board Meeting
Caspar Community Center
Friday, June 22, 2012

1. Call to Order 9:02
Present: Rochelle Elkan, Bob Frey, Susan Juhl, Annie Lee, Jessie Lee Van Sant, Paul Reiber, Oscar Stedman, Judy Tarbell
Staff: Dalen Anderson
2. Minutes – Minutes of May 25 and June 8 approved
3. Additions or Changes to the Agenda
Paul R requested that item 6B, election of officers, be placed at the top of the agenda.
4. Correspondence
Judy read an email from David withdrawing his resignation from the Board and offering to remain as Treasurer.
Paul R MOVED we elect Judy as President and David as Treasurer. Jessie seconded. Motion PASSED unanimously.

In response to Oscar's request, Jessie MOVED that Book of Minutes in the library be updated and maintained. Rochelle seconded. Motion PASSED unanimously. Annie will do this. Judy MOVED that the Financial Reports also be kept in the library. Paul R seconded. Motion PASSED unanimously. Dalen will do this. Bob suggested the minutes and financials be kept together.

5. Reports
 - A. Executive Director
 - Bookings good: two weddings and the State Coastal Commission meeting September 12-14. Many wedding inquiries and the MLT Tenth Anniversary Big River Gala.
 - WiFi cord is fraying. Jessie suggested reversing the ends. Bob offered a repeater to strengthen the signal.
 - B. Finance/Treasurer
Dalen noted that the reports come out monthly and will be available at alternate meetings.
 - C. Executive/Personnel – no issues
 - D. Facilities
 - The committee met Wednesday and discussed how to use MLAS worker.
 - Paul R. reported that replacing the windows in the south room will cost \$3,326 plus labor. Rochelle suggested Paul R get a quote on the labor.
 - A pre-hung half light door with panic bar costs \$815. Dalen felt the back door was of higher priority than the windows, and several Board members agreed that, especially as we need an ADA acceptable exit, the replacement was very important. Paul R will talk with Matson, Crescent, and Steve Paul re: installation cost of door and windows.
 - Oscar asked about stairway lighting and was brought up to date.
 - E. Kitchen
 - Elk cannot afford the installation of the sterilizer. Oscar asked if she could offer it to the Woodlands for \$1500-\$1800. Bob pointed out that placing it on consignment with

Hobart could mean waiting with no certainty of a sale. Rochelle MOVED that we offer it to the Woodlands for \$1500. Jessie seconded. PASSED unanimously.

- Oscar volunteered to compile a spreadsheet on kitchen rentals.

F. Fundraising/Marketing

The Sev Ickes painting is in the final stages. Rochelle showed preliminary photos. Michael Potts is doing an article for the Mendo Art Center. The CasparFest committee discussed posters (Michael is investigating giclée prints), posters, and folded notes. We now have \$1,500 of the \$2,000 cost. Rochelle asked for \$300 (to include \$129 for 500 notes and \$50 for envelopes). Jessie MOVED that we authorize up to \$300 for the Sev project. Oscar seconded. Motion PASSED unanimously.

G. Pub Night

Jessie commented that the last Pub Night was wonderful. It was agreed that simple, pubby food, like pizza, and games worked well.

H. Community Planning

- Judy presented the solicitation letter she and David composed. The Board decided to change the address on the return envelope from the CC's to David's.
- Jim recently attended a Community Land Trust meeting in San Francisco.
- Judy noted that there is \$2,500 designated for planning use. And asked if that money could be used for printing and mailing expenses. Annie MOVED that we reimburse Judy from the planning funds. Paul R, seconded. Motion PASSED unanimously.
- As donations will be coming to the Caspar Community, Paul R suggested we authorize the planning Committee to spend petty cash for expenses, set up a mechanism for handling contributions. Paul R. MOVED that the Planning Committee be authorized to spend from the fund without prior approval. Bob seconded. Motion PASSED unanimously.

G. Events/Other

CasparFest

- The poster will be finalized Monday. Dalen asked for suggestions.
- We need crews: front gate (Judy), Bar (Bob Z), Kitchen (Dalen), Kids (Annie)
- Judy is making tickets for the 50-50 Win-Win - \$1 each/6 for \$5. We will start selling them at breakfast.

Meeting adjourned at 10:20

Respectfully submitted,

Annie Lee

Motions

MOVED and PASSED that

we elect Judy as President and David as Treasurer

minutes and financial reports be kept in the library, updated and maintained

the sterilizer be offered to the Woodlands for \$1500

we authorize up to \$300 for the Sev project

we use planning funds to reimburse Judy for printing and mailing expenses

the Planning Committee be authorized to use planning funds without prior approval

Upcoming

Tuesday, July 3

CasparFest Meeting 3 pm

Friday, July 6

Board Meeting

Friday, July 13

Pub Night

Friday, July 20

Board Meeting

Sunday, July 22

Breakfast

Friday, August 3

Board Meeting

Sunday, August 5

Pizza Party for CF volunteers

Friday, August 10

Pub Night

Sat/Sun, August 11/12

CasparFest

Friday, August 17

Board Meeting

Sunday, August 26

Breakfast

Friday, August 31

Board Meeting

To Do

Dalen – research Square

Annie – update Book of Minutes in the library, check out voter list use

Jessie – look for pull-out drawer

Paul R – talk with Matson, Crescent, Steve Paul re: installation cost of door /windows