

Caspar Community Board Meeting  
Caspar Community Center  
Friday, July 6, 2012

1. Call to Order 9:10  
Present: David Alden, Rochelle Elkan, Bob Frey, Susan Juhl, Annie Lee, Jessie Lee Van Sant, Paul Reiber, Judy Tarbell  
Staff: Dalen Anderson
2. Minutes – Minutes of June 22 were approved as submitted.
3. Additions or Changes to the Agenda  
Item 6B, election of officers, was eliminated. Jessie requested that Executive/Personnel be placed at the end of the meeting.
4. Correspondence - none
5. Reports
  - A. Executive Director
    - The State Coastal Commission meeting September 12-14 is confirmed – tech crew arriving Tuesday afternoon, full-day meeting Wednesday and Thursday and half-day Friday. It is unusual for such meetings to be held in a small, rural venue. Judy commented that it is an opportunity to maximize wall space. Paul R. suggested the Board make a to-do list for the Facilities Committee.
      1. Replace the back door.
      2. Fix the stair lighting
      3. Secure the sound panels (David, Paul R., Jessie, Judy)
      4. Paint the wall behind the stage
      5. Replace the stage rug
      6. Patch potholesIn addition, Judy and Jessie will prepare a chronology of accomplishments. An ad hoc committee will be formed to deal with signage, parking, etc. Long term planning for stage should include access for people with disabilities. (Purchase of a large, pull-down screen would be nice but costs \$2-3K.)
      - The inspector from the Health Department was thrilled with our kitchen—VERY clean and organized.
      - There are four more weddings booked for 2013.
      - David asked about rates; we should know how our rates relate to the market. David suggested Skip might be willing to investigate as part of the Fundraising Committee. Judy will ask Oscar if she has survey.
      - Bob noted that location and other intangibles make the CC a fit for some. A questionnaire/evaluation for renters was suggested.
      - Dalen asked everyone to submit an estimate of the number of hours/week spent on Board duties.
  - B. Finance/Treasurer  
David will meet with Ruth and the books will be reconciled on Thursday, July 12 and reports ready for the meeting on July 20. Ruth will establish a regular schedule. We were about \$5,000 down in May, but we had a \$4,000 catch-up payment for accumulated interest on the kitchen loan. Expenses are up, but the day-to-day operation is good. We need to continue to focus on donations.

C. Executive/Personnel – placed at end of meeting

D. Facilities

- Forest cannot do anything about the stair lighting for a few weeks. Scotty Gingell did not return calls. Paul S. will contact Fort Bragg Electric on Monday.
- Randy's Glass will have an estimate soon. Paul R. reported that Matson was not interested in bidding for the window installation but will do the work for \$75/hour. Steve Paul is busy. Paul R. will contact Crescent.
- Next meeting Tuesday, July 10 at 10:30.

E. Kitchen

Jessie brought a pull-out drawer for coffee cups

F. Fundraising/Marketing

- Skip and Molly expressed interest in developing our web presence. Sienna maintains our website and Facebook page. Dalen will set a new meeting.
- Dalen displayed Caspar hats that her brother made.

G. Pub Night

Guest Chef Heather King will bring her own crew and prepare Indian food. Oscar feels strongly that chefs need to be certified. Dalen will tutor Chris Cisper.

H. Community Planning

- David reported 16 responses, eight with serious intent to invest, a possible total of \$525-650K and \$50K in-kind. Big River realty would donate half of fee from sales and invest the other half. The choice of agent would be an investor group decision. We should update responders in an upbeat and encouraging manner. Our request should not be perceived as a public offering.
- Jessie noted that it is important to maintain transparency. The Board is trying to facilitate ideas that come from open community meetings.
- Judy will make the agenda clearer. More clearly define the role of the Board vis-à-vis the Community Planning group.

G. Events/Other

**CasparFest**

- Next meeting Tuesday, July 24
- Dalen suggested changing the date for CasparFest 2013 to August 3-4 because of a wedding booking and an event that Dalen and Paul would like to attend. Annie will check conflicts with Art in the Gardens Elk, Men's Retreat, Kate Wolf, Sierra Nevada, Gaia etc.

**Other**

Paul R. reminded the Board that our policy has been no wifi and asked that the matter be **placed on the agenda for the next meeting.**

David suggested we look at **limiting terms** to two consecutive, in spite of the struggle to get new Board members. Bob suggested a **revision of the by-laws.**

Meeting adjourned at 11:15

Respectfully submitted,

Annie Lee

**Upcoming**

Tuesday, July 9 Facilities Committee 10:30 am  
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, check CF conflicts  
David, Paul R., Jessie, Judy – secure sound panels  
Bob – Wi-Fi repeater  
Paul R. – contact Crescent  
Paul S. – contact FB Electric  
Oscar – offer sterilizer to Woodlands, compile rental spreadsheet