

Caspar Community Board Meeting
Caspar Community Center
January 5, 2018

Board Members:

Present: Dalen Anderson, Rochelle Elkan, Robert Frey, Paula Glessner, Annie Lee, Ed Murrell, Paul Reiber, Glenn Rude, Paul Schulman

Quorum present? Yes

Others Present: Office Manager Sienna M Potts, Event Manager Dana Fox, Judy Tarbell

Proceedings

1. Meeting was called to order at 9 am by President Bob Frey.
2. Minutes of 12/15/2017: Approved.
3. Changes to the Agenda: none.
4. Community comments and input: none.
5. Correspondence:
 We got a few Christmas cards and quite a few donations.
6. Reports
 - A. Office Manager, Event Manager
 Marty Johnson is doing a cooking workshop including a shared meal on January 21, February 11, & March 18. Pop-up Dance Parties will be January 20, February 17, & March 23. There are only two onetime rentals in January: a memorial on January 13 & a Family Dance Party to benefit Caspar Creek Learning Community on January 26. Weekly schedule is more or less back to normal.
 - B. Finance/Treasurer
 Next meeting: Tuesday, January 16 at 10 am.
 - C. Pub Night, Breakfast
 Dana has a chef lined up for January Pub Night & is working on putting together a team of chefs like the Breakfast crew.
 Kris Reiber will be the Breakfast chef this month.
 - D. Caspar Community Garden
 The shed is not quite finished & a little over budget. Dana will talk to Mike Fadeff about doing the painting.
 - E. Facilities
 The new lights on the stairs are wonderful.
 Glenn will adjust the back door which is not closing properly.
 Paul Schulman got a quote for replacing the front porch roof that seems high (\$2,397) so he will follow up & may get another quote.
 Dana will install the new water heater & the washer/dryer the week of January 15.
 Next meeting: 2:30 pm on Friday, January 12 to discuss storage of chairs & tables, followed by a work party at 3 pm to organize the sound equipment storage room.

D. F. Fundraising/Marketing

Sienna reports that December events brought in about \$3,000. Pub Night netted about \$1,300, Foxglove concert about \$350, & New Year's Eve netted almost \$1,700 (with quite a bit of alcohol left). We have received over \$13,000 in year-end donations, not including the \$15,000 grant from the Tarbell Family Foundation. Most of the donations were a direct response to our End of the Year letter campaign. Thirteen of the donations came from Caspar residents, totaling just over \$4,000. Ten came from Fort Bragg (\$815 total) & 6 from Mendocino (\$825 total). One donation for \$5,000 came from Westport and two from Albion/Little River totaled \$150. We get \$25 each year from Randy Hester & Marcia McNally in North Carolina. A donation for \$2,500 came from South Carolina from Sam Cotton's parents in honor of his engagement to Sarah Gossman (who enjoyed volunteering here). Eleven donations were for under \$100, nine for \$100, 8 for \$200-\$430, three for \$500 & three for \$1,000 to \$5,000. Our largest donors this year are not Caspar residents. Sienna & Rochelle will put together a thank you letter.

G. Community Planning/Development

Sienna requests submissions by the end of January for the Headlands newsletter to come out before the Community Meeting on February 18. Submissions for newsletters are always welcome.

H. Human Resources Committee

Next meeting: Wednesday, January 10 at 10 am.

I. Disaster Preparedness

Judy Tarbell explained the purpose & goals of the Caspar Community Emergency Preparedness Project (CCEPP). There was discussion of procedures & concerns. The main question for the Board is what is the protocol for opening the Community Center as a shelter. Protocol for closing the shelter should also be discussed. In an emergency, Board members should check in with each other & an emergency meeting will be called to decide on disaster response. CCEPP is working on checklists on how to proceed. Annie is liaison with Shul. Messages will be posted on the Mail Pavilion boards so, if communications are down, Board members should check the boards as soon as they are able to get here. Bob will write up a short policy statement for approval at the next Board meeting.

The next CCEPP meeting is Monday, January 22 at 7 pm.

Meeting adjourned at 10:45 am.

Meeting minutes respectfully submitted by Sienna M Potts.

Wondering what's going on at the Center?

Check the [online calendar](#).

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

Read the [latest newsletter here](#).