

## Minutes of Caspar Community Board of Directors Meeting

March 13, 2009

### I. Call to Order at 9:12 a.m.

Board Members Present: Paul Reiber, Rhoda Teplow, Paul Schulman, Susan Juhl, Judy Tarbell, Susan Keller and David Alden.

Absent: Bette Goldfarb (on leave) and Annie Lee.

Guest: Morgan Zeitler

Staff: Dalen

Quorum Declared: Yes  X  No

### II. Approval of Minutes:

Minutes were not sent out for Feb. 27 due to secretary's error.

### III. Reports

#### A. Correspondence

Dalen received a letter from the Department of Transportation which said the work done under permit Tu\_2007-0183 was complete.

Community Foundation of Mendocino denied our application for a new kitchen stove.

Rhoda said she would email Megan to ask why. Rhoda invited the board members to her birthday with Annie Lee on May 3. There will be a potluck at 6 pm and at 7 pm Hedzoleh Soundz will perform dance music.

#### B. Treasurer Report

Dalen doesn't have all the bank statements yet to print out a report. Judy and Dalen are still working on setting up payroll. Quarterly payments are needed and monthly deposits are necessary. There were some suggestions for payroll services. Judy no longer wants to be treasurer and she is no longer functioning as such. She wanted it to be clear to the board that we need a treasurer now that will have close over site on daily expenses. It takes thinking. Dalen said she will have the reports next meeting and that we will all have to carefully read them to provide the needed over site. Judy said we need a comparison between 08 and 07 budgets, postal pavilion costs and donor gifts and Schwab account. Susan Keller suggested we create a financial committee. It was suggested we get a new board member from the community who would be able to take over the treasurer's job. The new financial committee will be Dalen, Judy, Rhoda, David and Susan Keller and will meet March 24 at 9 am

#### C. Manager's Report

We are hosting the bar on March 21st with our volunteers. CCC gets 50% of the bar and 50% goes to the building of the new playground. Paul S. reported that the Faust performance only had 8 attendees. Paul S. said that if a board decides to do an event they should clarify what part of the event they will make happen. Dalen said that because we have lots of bookings and so much book keeping her hours have gone up. Dalen said she is challenged by all the bookkeeping and bookings but enjoys it. The finance committee should review the change in Dalen's salary due to the new and

required payroll deductions. She currently gets \$20 an hour.

#### D- USDA

Dalen gave a nice tour, baked and posted the USDA poster. They said we are doing better than any other community centers on their books. They never saw 3 board members greet them. They felt board involvement supports the enthusiasm for the center. Dalen thanked Judy for her work with the USDA. Judy thinks that the center works because we enjoy working with each other and the USDA is part of our formula for success. Dan Dickson was there to greet the USDA people.

#### E. KITCHEN

We accepted the conditions of the USDA loan. The next step is to get the final drawings. We need to have our cash portion before construction starts and in a separate construction bank account. We need \$125,000 on hand in this account. Judy said we need an acceptable bid before the loan is released. The USDA has obligated \$200,000 to us per letter read by Dalen. We have to press upon Dan that he is needed to speed up the process of the approved finished drawings before it goes out to bid. Susan Keller suggested that we get a lot of bids. David sees delays from the engineer because of the structure of the South Room. Stimulus projects have to be 'shovel ready.'

#### F. PLAYGROUND

The two Pauls and Marissa met with Rick Miller and determined that we can get an amendment to the Coastal Development permit. That process can take 1-2 and half months. Fencing might be necessary but not from the local building department which might require a permit. The new playground could be between the garden and the green house or in the original playground spot. The board needs to decide the place and configuration. Nothing can go over wetlands, not even a deck, and there has to be a 100 feet buffer. The area near the garden is near the ADA parking. The existing area has the old slide that is considered by some to be a dangerous liability. Judy will do a newsletter and will put out the two options for placing the playground with the board preference. The next meeting will be open to interested parties who are welcome to come and tell the board where they want the playground to be built. The newsletter will go out March 23. April 10<sup>th</sup> will be when we discuss the placement of the playground. A botanical survey done approximately 5 years ago has determined potential wetland areas in the southeast corner of the Community Center property. This will limit available areas to place the playground.

Come support the March 21<sup>st</sup> Equinox Ball!

#### G. Eucalyptus

Michael Potts has been organizing it swiftly and the order form has been posted on the web. Jim Katzel suggested that local millers come and cut the wood to use and not just to burn. The dry wood can be used as fence posts. Judy will email Jim to talk to parks.

#### H. CASPAR 20/20

Rhoda hosted a Caspar 20/20 pre-event meeting at her house March 7<sup>th</sup> at 9 am with Charles Bush, Michael Potts and Sienna. Rhoda sent out the notice via email to our large list. Rhoda said the Caspar 2020 will be March 14, Sat. from 10 to 4 pm and to bring a bag lunch. She thanked Judy who designed the postcards and printed the labels. Judy sent out the postcards to more than 300 local folks. The press release

went into the papers, and Dalen made the poster.

#### I.LIGHTS

Paul S. will meet with the lighting committee.

#### J.GORSE

Mendocino Coast Fire Safe council wrote us regarding funds for gorse eradication. Paul will contact them for a walking tour of gorse.

#### K. EARTH DAY

Should CCC have a booth on April 26 at FBHS? It is the same time our breakfast is here. Judy might do something.

#### L.GARDEN

Judy wanted to know if Noyo Food Forest, which is market based, could take 3 plots to grow pumpkins for Caspar Forest in August. Dalen said pumpkins wouldn't be ready by then. Paul R. said we should benefit from their sales. Dalen noted they are co-sponsors of the event.

#### M.BOARD RETREAT

Judy wanted to know if new members should come to the retreat and the board said 'no'. David suggested that former board members be invited to air shared past culture and that new members can add ideas, Susan J. said we would have to spend time bringing them up to speed. Dalen said the existing group needs to congeal and be more focused and just be together. David said we need to cross fertilize. Paul R. wants the retreat to narrow our scope so we can focus on about 3 issues that we can realistically complete. Maybe CASPAR 2020 will give us new ideas.

Adjournment: 11:20 am.

Respectfully submitted,

Rhoda Teplow