

## **GARDINER COMMUNITY CENTER BOARD**

MINUTES OF FEBRUARY 05, 2016

### **Call to Order:**

The meeting was called to order by President Steven Durupt at 4:00 PM.

Present: Board Members President Steven Durupt, Vice-President Joy Posey, Treasurer Tim Hickey, Secretary Barry Wood, Members Carleton Posey, Fran Reynolds and Carol Hansen Hills.

Guests: County Commissioner Kathleen Kler, PUD Commissioner Wayne King, Landscape Committee Chair Trish Warner, Joan Bennett, Ina Jaffe and Lynn Tjomsland.

### **Approval of the Minutes:**

President Steven Durupt moved to approve minutes for Dec 01, 2015: 2<sup>nd</sup> by Tim Hickey. Motion passed without objection.

### **Communications:**

County has approved Carol Hansen Hill as a new Board Member.

Replacements for retiring Board Members currently in the positions of Vice-President and Secretary to be elected at the next Board meeting.

County has issued grant funds for 2016 with the required County/Board agreement. A letter was received from Commissioner Kler explaining the Community Center Window project status and that installation of sealed exterior glass covers for the current windows was under review as a better cost-effective, architecturally compatible and energy efficient solution. A sample of this covering can be viewed at Fort Worden.

### **Facility Report:**

Custodian Andrew Watson (absent) has reported everything is currently operational.

Replacement dishwasher installed and working very efficiently.

Upper floor refinishing resulted in considerable smell or outgassing during the drying process. The next refinishing should mandate a full week drying period before rental activity.

PUD Commissioner Wayne King discussed the possibility of having PUD perform an energy audit of the Center and that the board consider upgrading current lighting from fluorescent to LED as an energy efficiency and cost saving step.

### **Landscape Committee:**

Trish Warner advised of a spring cleanup scheduled for Feb 11<sup>th</sup> at 10:30 am with volunteers needed and welcome. A trailer is requested for handling and disposing of the brush/waste. Steven Durupt agreed to provide. Lynn Tjomsland agreed to assist with a blower for needle gathering. Trees over septic area are dying and need to be removed. County to be advised.

### **Treasurers Report:**

Financial statements for December 2015 and January 2016 were presented. Motion to accept presented statements made by Barry Wood, 2<sup>nd</sup> by Joy Posey. Motion passed without objection. Tim Hickey advised that current Financial Reports are now being prepared on a Spreadsheet basis and that the old proprietary software package is no longer used.

Water billing is currently arbitrarily divided into a landscaping and building usages. Motion was made by Barry Wood and 2<sup>nd</sup> by Fran Reynolds to discontinue this division and to report total water usage as billed by PUD. Motion passed without objection.

### **Community Newsletter:**

Community Newsletter has been suspended until further notice. Monthly rental calendars, fees and Board meeting minutes are available on Gardiner Community website ([www.gardinercc.org](http://www.gardinercc.org))

### **Old Business:**

- Dishwasher repairs evaluated as wasteful and replacement installed.
- Center Custodian contract renewed for 2016.
- Christmas decorations removed and stored. Tree may require replacement.
- Main floor entryway lock issue resolved by fully closing door before trying to lock.

### **New Business:**

- Warped exterior side door replaced and operational, entryway threshold trim on order.
- Lower room carpeting at end of life. Replacement with a vinyl covering is being considered with Salmon Derby Assoc. offering to reimburse a portion of the County cost. County will have final approval authority on project.
- Grant funding Agreement discussed with Commissioner Kathleen Kler. Legal questions on Board member volunteer status, financial liability, IRS reporting and legal responsibilities under the County Agreement will have to be discussed with County Attorneys. A meeting with Board Members will be scheduled.
- Upper floor refinishing completed but now can only be cleaned with special solution and not just water.
- Reader Board to be changed to reflect Community Center Website address and not a home phone number.
- The requirement to maintain a landline telephone at the Center for Renter use was discussed.
- A discussion was held on the concept of having full rental information and guidance on the Community website with the aim to reduce the scheduling workload, in addition to maintaining a current rental calendar available for viewing space/time availability.
- Vice-President Joy Posey proposed having a speaker present to Gardiner residents on the upcoming Cascadia Rising 2016 emergency exercise. The presentation could be very informative as to how residents could understand the likely outcome and individually better prepare for such an emergency (severe earthquake and tsunami).

