

GARDINER COMMUNITY CENTER

Minutes

November 15, 2023

CALL TO ORDER:

Members Present: Sandy Scrivner, Don Isley, Gordon Anderson, Lynne Tjomsland (remote via ZOOM), Barbara Reavis, Janet Johnson,

Members Absent:

Guests: Keith Watrous, Becky Isley, Fran Reynolds

Public Comment:

Approval/Correction of minutes: MSA w/ corrections

Facility Reports:

Maintenance: Don Isley (Jennifer Barrett) It is decided that Jennifer Barrett is not required to attend each BoD meeting, but attendance may be requested on occasion. Include Jennifer on the circulation of BoD meeting minutes. (Secretary will require Jennifer's email). Jennifer is now taking care of the Reader Board and this is going well.

Foot covers continue to work satisfactorily. Renters who have chair foot covers fall off return the foot covers to be replaced or may replace the feet themselves.

County items - Sink has been repaired; door has been ordered. Parking lot stripping missed due to rain.

Rental and Scheduling: Don Isley – Center continues busy. One off renters are now regular, committing to rentals up to a year in advance. Horse Club, Fiber Arts, and Woodturners are paying in advance and are responsible and reliable renters (they take good care of the Center)

GCC Rental Rates- We will be raising Reader Board cost to \$10 for one side and \$15 for both sides. It was proposed that we should raise rates on room and entire building rentals. Discussions included the following considerations:

- Based on the Boards review of costs at the time current rates were established versus our current cost of building operation. Overall costs have increased approximately 15 to 17%.
- At our current rental rates, we do not cover GCC building costs with County funds plus rental income.
- An informal survey of rental costs of equivalent space indicates that we are well under market.
- We do an increase in two steps in deference to our renters budgeting needs.
- Gardiner Garden Club makes an annual donation in increments alighting with their eight monthly meetings of \$500.

After Discussion it was proposed that

- For 2024, our rates will be as follows:
 - Damage Deposit for any room or the whole facility - \$150
 - Upstairs \$70 for 4 hours. With the kitchen \$125. \$20 each additional hour
 - Downstairs large room is \$50 for four hours, plus \$10 for each additional hour.
 - Downstairs small rooms are \$40 for 4 hours with 5\$ for each additional hour.
 - Whole building for 12 hours, without the kitchen is \$325, with Kitchen \$425.
- We will honor rental agreements already at old rental rates.
- Rental rates will be reviewed next November to evaluate the net effect of the rate increase and if we should increase again. MSA

Landscaping: Janet Johnson – Site is set for winter and in excellent condition. Many thanks to this year's volunteers!

Dependent on weather, Janet will recommence volunteer work mornings in February.

Irrigation upgrades are targeted for next Spring. Funds raised by Spring Garden Event will fund irrigation upgrades.

Lynne will assist with design and install.

Spring Garden Event -

- Posters and Flyers will be distributed by Janet.
- For April 20 we will need two teams of five volunteers to set up and breakdown and direct traffic. Teams will work shifts of 8:30 to 12:30 and 12:30 to 4.

- Rate Chart:
 - Indoor table \$10
 - Outdoor parking space \$20 / space.
 - Don will make canopies available.
 - Food Truck “Southern Nibbles” or another equivalent will be on site.
 - Cocoa, coffee will be available for a \$1 donation
 - Nursery container recycle station is proposed
 - April 2nd deadline for participant sign up
 - Maybe try to get a Master Gardener from Jefferson or Clallam County?

County has accomplished much on slopes. Don I s contact and more county effort may be forthcoming. Don is working to get the parking lot striped before April to support Spring Garden Event.

Treasurer’s Report: Richard Quinnell/Sandy Scrivner

September/October Treasurers Report has been circulated.

Of special note:

- We have changed our purchasing routine from individuals purchasing approved items and being reimbursed to the use of two “Debit Cards”. This debit card is kept with the GCC checkbook, generally with the Treasurer. The second debit card is kept by the VP for approved purchases.
- We use Quicken software to maintain accounting for the GCC. Quicken queries our bank for expenditures against the GCC account. Service is not perfect. In September Quicken missed a \$350 deposit. Richard manually entered the deposit as it was very evident on our bank statement. Two uncashed checks from 2021 and 2022 have also been a problem. These two checks have been collected and reissued.
- The GCC Has a monthly shortfall between \$200-600 per month. While we have sufficient reserves, we need to amend this situation.
- Treasurer’s report MSA

Public Relations: Barb Reavis

Winter Celebration:

- We have not received a confirmation for the Old Time Fiddlers and so will remove them from the Holiday Flyer.
- Flyer will be updated by Lynne and sent to both Tom Carey for posting and Barb for Printing and Circulation.

Old business:

- Possible events:
 - Volunteer Thank you event -
 - **“Spring Plant and Garden Sale”**. – Date to be April 20, 2024
- **Winter Celebration Dates;** December 3rd , noon to three pm
 - We will all do decorating on the December 1st 2:00.
- Maintenance Items: See “FACILITIES Report” above
- Letter to County regarding Maintenance Issues - NTR
- Proposals for landscape care – on hold
- Review of Board Roster for 2024 - corrections and updates to be made. Kieth Watrous has been elected as a new member for 2024. Sandy Scrivner has been elected our new Treasurer for 2024. The updated BoD Roster will be circulated for any further corrections.

New Business: NTR

Adjournment: 11:30

Next Meeting: 12/13/23 at 9am