

# **Gardiner Community Center Board**

## **Minutes: February 15, 2017**

### **Call to Order**

The meeting was called to order by President Carol Hansen Hills at 10:00AM. Present: President Hills, Vice President Fran Reynolds, Treasurer Trish Warner, Secretary Herb Cook, director Steve Durupt, caretaker Andrew Watson. Absent: directors Carleton Posey and Barbara Reavis.

### **Public Comment / Recognition of Guests**

Jim Warner complimented the Board's decisions to install LED lighting, replace the worn-out downstairs carpet with composition flooring and refund unnecessary damage deposits. Jim also commended Andrew Watson for his diligence as GCC caretaker. (*See Jim's presentation on a possible new telephone system for GCC under New Business.*)

### **Approval of Minutes**

Minutes of the previous Board meeting on January 18, 2017, were approved as presented.

### **Communications**

- GCC received a thank-you card from the Yoga Group.
- Cash Struxness told Herb Cook he is interested in cleaning GCC's windows.

### **Facility Report/Maintenance**

Caretaker Andrew Watson reported:

- Upstairs fluorescent lighting has been replaced with LED tubes.
- No date for refinishing worn areas of the upstairs floor.

### **Facility Report/Rental & Scheduling**

Fran Reynolds reported:

- GCC's public address system left the building sometime after April 2016. Fran will ask tenants/renters if they have it.
- The kitchen needs cleaning and reorganization. Fran will solicit volunteers to help.
- Regular walk-throughs will help identify upkeep and maintenance needs.
- Fran will ask the *Jefferson County Leader* about publishing GCC meeting notices.
- Fran has a copy of an Accident Report Form (circa 2011) that could be used to report future incidents.
- Trash containers in bathrooms would help prevent toilets from being clogged with sanitary hygiene supplies. Steve Durupt offered to buy four containers and liners.

### **Landscape Committee**

Trish Warner reported:

- Winter grounds cleanup scheduled Feb. 23. (*Secretary's Note: Rescheduled for Mar. 23*)
- Trish asked Jefferson County to cut brush on the west side of GCC's lot and to sweep the parking lot when a sweeper is in the area.
- Jefferson County PUD has replaced burned-out bulbs on exterior light poles.

## Treasurer's Report

Trish Warner reported

- **Financial Statements:** January receipts were \$1,435, expenditures \$4,125 (including \$1,586 for LED light fixtures and \$750 for damage deposit refunds). Checking account balance at January 31, 2017 was \$20,022. Trish noted that electricity and trash disposal rates have increased.
- **February Bills:** Trish presented bills totaling \$1,739.32, including reimbursement of \$51.29 to Trish for purchase of postage stamps. **MSA:** (Herb, Fran) to approve the Treasurer's Report and authorize payments totaling \$1,739.32.

## Old Business

- **Downstairs Carpet Replacement:** Board members examined samples of composition flooring (obtained by Steve Durupt) and selected Mohawk Solid Tech Rainstorm (GDW43-07) at Strait Floors' quoted price of \$6,476.40, including installation. Jefferson County has agreed to pay half (\$3,238.20) per facilities supervisor Tom Walker. **MSA:** (Trish/Herb) To authorize payment of \$3,238.20 to Strait Floors, contingent on Jefferson County's commitment to pay the balance of \$3,238.20.
- **LED Lighting:** Although GCC's intent was to purchase dimmable LED tubes to replace all fluorescent tubes, Tom Walker reported that at least some (perhaps all) of the tubes delivered by Home Depot are not dimmable. After discussion, it was **MSA:** (Fran/Steve) to direct Tom to complete installation of the LED lighting as delivered.
- **Salmon Derby Association:** Grant of \$500 has been received.

## New Business

- **Guidelines for Operation:** **MSA:** Table until March 15.
- **Jefferson County Community Services Grant Agreement:** **MSA:** (Herb/Steve) To accept the 2017 Grant Agreement as proposed by Jefferson County, including a cash grant of \$3,120 to support GCC operations.
- **Phone Service:** Jim Warner recommended that GCC consider contracting with Ooma Telo for wireless VoIP telephone service to replace CenturyLink's wired service. GCC currently pays CenturyLink about \$600 per year for service that is rarely used. Ooma's base annual service charge would be \$60 per year. Required equipment, including a wireless adapter, can be purchased from Ooma Telo for about \$200. Jim has contacted a Diamond Point resident who is willing to install the Ooma equipment for \$100. Through monthly service savings, GCC would recoup the cost of Ooma equipment and installation in about six months. Ooma would provide GCC with a telephone number for a flat fee of \$45. GCC could later switch back to the current CenturyLink number if desired. All calls within the continental US are free. Voicemail is available if desired. Ooma requires a funded account from which monthly charges may be automatically withdrawn. **MSA:** (Carol/Herb) Table until March 15.
- **Signage:** Fran presented a proposal to install uniform signage throughout the interior of the building at a cost not to exceed \$500. In the interest of time, Board members agreed to continue the signage discussion at the March 15 Board meeting.

**Next Meeting**

10:00AM Wednesday, March 15.

There being no further business to come before the Board, the meeting was adjourned at 12:10PM.

Respectfully submitted,

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Herb Cook  
Secretary