

# **Gardiner Community Center Board**

## **Minutes: November 15, 2017**

### **Call to Order**

The meeting was called to order by President Carol Hansen Hills at 10:00AM. Also present: Vice President Fran Reynolds, Treasurer Trish Warner, Secretary Herb Cook, directors Mark Nebel, Carleton Posey and Barb Reavis; GCC Caretaker Andrew Watson.

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

No comments.

### **Approval of Minutes**

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

### **Communications**

Trish Warner reported a contribution of \$595 from the Garden Club.

### **Facility Report/Maintenance**

- Caretaker Andrew Watson reported:
  - Rodent entry holes have been blocked and the odor problem resolved.
  - Andrew is ordering additional letters for the GCC Readerboard.
  - Upstairs floor finish continues to deteriorate, particularly in the area used by square dancers. Andrew believes the floor was not properly refinished at the end of 2016 and should be stripped and refinished again. Carol said she will ask Tom Walker (Jefferson County Facilities Maintenance) to look at the floor when he visits GCC to discuss installing chair rails.
  
- Fran Reynolds reported:
  - Storage areas have been cleaned out and organized.
  - Andrew and Steve Durupt removed old metal chairs.
  - The Salmon Derby Association emptied its freezer and turned off the electricity.
  - Lakeside Industries personnel have been advised to remove their boots to avoid tracking tar into the building.
  - Andrew repaired a scratch on the stainless steel kitchen table.

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

- Fran Reynolds reported that Phyllis Carey requested that Project Linus, a nonprofit organization that makes and distributes blankets for children, be permitted to increase its rent-free use of GCC from three days per year to one day per month (12 days per year). After discussion, **MSA: To authorize Project Linus to use the upstairs portion of GCC rent-free for up to 12 days per year, subject to availability and with the understanding that paying renters have priority.**

### Landscape Committee

Trish Warner reported that she, Jim Warner and Mark Nebel have spread bark and done other grounds maintenance. Through October, \$629 of the \$750 landscape budget has been spent. Trish plans a winter cleanup in February.

### Treasurer's Report

Trish Warner reported:

- **Financial Statements:** October receipts \$1,655 including \$1,285 rentals and donations; \$300 net damage deposits; and \$70 readerboard rental. Expenditures \$1,712. Checking account OCT 31 balance: \$17,788. November bills payable \$1,397, including \$91 reimbursement to Trish for purchase of landscaping bark. **MSA (Barb/Mark): to approve the Treasurer's Report and authorize payment of November bills.**

### Old Business

- **Cleaning Window Blinds:** Board members agreed with Barb's suggestion that blinds be cleaned on the same day holiday decorations are installed.
- **Chair Rails:** Carol has asked Tom Walker (Jefferson County Facilities Maintenance) to consider installing rails where chairs are likely to be pushed against walls.
- **Folding Chairs:** As authorized by the Board in October, Fran purchased 20 chairs from Costco for \$15 each. Andrew said he will look for reasonably-priced pads to prevent chair feet from damaging GCC's floors.

### New Business

- **Policies and Procedures:** Reviewed and approved for 2018.
- **2018 Operating Budget:** Trish Warner proposed a Budget (appended by reference to these Minutes) including Revenue of \$18,120, Expenses of \$20,217 and an Operating Deficit of \$2,097. After discussion, it was **MSA (Herb, Mark) To approve the 2018 Operating Budget as presented.**
- **2018 Caretaker Agreement:** Deferred to December. (*Secretary's Note: On October 18 the Board voted to set the Caretaker's compensation for 2018 at \$13,200 per year.*)

### Next Meetings

Installation of Holiday Decorations: Friday, December 1, 9:00AM.

Board Meeting: Wednesday, December 13, 11:00AM.

There being no further business to come before the Board, the meeting was adjourned at 11:30AM.

Respectfully submitted,

---

Herb Cook / Secretary