

# **Gardiner Community Center Board**

## **Minutes: January 17, 2018**

### **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**

None

### **Approval of Minutes**

Minutes of the previous Board meeting on December 13, 2017, were approved as presented.

### **Communications**

Fran received a letter from the Captain of the US Navy Civil Engineering Corps, expressing thanks for use of GCC on Veterans Day.

### **Facility Reports**

- **Maintenance:** Caretaker Andrew Watson
  - The upstairs floor is being scratched when tables are moved. After discussion, **MSA (Trish/Fran): To authorize Andrew to spend up to \$100 to purchase a furniture dolly and secure it when not in use.**
  - Andrew has been hand-cleaning chair cushions. After discussion, **MSA (Herb/Fran): To authorize Andrew to spend up to \$100 to purchase a steam cleaner for upholstery.**
  - The upstairs floor continues to deteriorate, especially where it is heavily used by square dancers. Jefferson County has informed Carol that the county lacks money and manpower to refinish the floor again. Andrew will investigate the cost of refinishing with a more durable product such as used on gymnasium floors.
  
- **Rental & Scheduling:** Fran Reynolds
  - Fran presented GCC's Quarterly Usage Report for October-December 2017 (appended by reference to these Minutes). GCC hosted 175 activities in the 4th Quarter and 660 activities in 2017. Annual revenue (including rentals and donations) increased from \$14,902 in 2016 to \$17,052 in 2017.
  - Gardiner Salmon Derby Association President Kathy Watrous requested use of eight GCC tables during the Olympic Peninsula Salmon Derby, March 9-11; and use of the GCC Readerboard to promote Derby ticket sales. **MSA (Fran, Mark): To authorize use of GCC tables and Readerboard as requested.**

- **Landscape:** Trish Warner
  - No report.

**Treasurer’s Report:** Trish Warner

- **Financial Statements:** December receipts \$1,575, expenditures \$1,833. DEC 31 checking account balance: \$17,360, including \$560 refundable damage deposits. January bills payable \$1,587.
- **Annual Financial Statement (2017):** receipts \$19,740; expenditures \$25,093; decrease in assets (\$5,353). **MSA (Herb/Fran): to approve the Treasurer’s Report and authorize payment of January bills.**

**Old Business**

- **Chair Rails:** GCC received approval from Tom Walker (Jefferson County Facilities Maintenance) to install rails to protect the walls of the downstairs meeting room. Andrew obtained wood samples. After discussion, Board consensus was that relatively minor scuffs and dings may not justify the expense and labor required. No action was taken.
- **Jan Hintermayr:** Carol and Carleton delivered a plant to Jan in December to thank her for her ongoing volunteer efforts in laundering GCC’s linens. Jan was grateful for the gift and the recognition of her service.
- **Officers’ Duties:** Board members suggested minor revisions to Fran’s draft. Fran will make the revisions; Herb will coordinate distribution.
- **2018 Board Meeting Schedule:** Herb distributed the approved schedule:  

January 17	April 11	July 18	October 17
February 21	May 16	August 15	November 14
March 21	June 20	September 19	December 19

**New Business**

- **Use of GCC as a Mass Care Shelter:** Carol received a request from Jamie Goodwin of the American Red Cross (ARC) Kitsap & Olympic Peninsula Chapter to update the 2012 agreement for use of GCC as an emergency shelter. Board members discussed whether GCC as operator of the Community Center or Jefferson County as owner should execute the agreement. Goodwin and an ARC colleague will visit GCC on January 25.

**Next Meeting**

Wednesday, February 21, 10:00AM.

There being no further business to come before the Board, the meeting was adjourned at 11:45PM.

Respectfully submitted,

---

Herb Cook / Secretary