

Gardiner Community Center Board

Minutes: May 16, 2018

Call to Order

The meeting was called to order by President Carol Hansen Hills at 10:05AM. Also present: Vice President Fran Reynolds, Treasurer Trish Warner, Secretary Herb Cook, directors Mark Nebel, Carleton Posey and Barb Reavis, Caretaker Andrew Watson.

Public Comment / Recognition of Guests

- Board members welcomed Gardiner resident **Gordon Anderson**, retired president of North Central University in Minneapolis.

Approval of Minutes

Minutes of the previous Board meeting on April 11, 2018, were approved as presented.

Communications

- Jefferson County Central services Director Mark McCauley notified GCC Secretary Herb Cook that he is working with the Olympic Peninsula Chapter of the American Red Cross (ARC) to renew the agreement permitting ARC to use GCC as a Mass Care Shelter.

Facility Reports

- **Maintenance:** Caretaker Andrew Watson
 - Waiting for Jefferson County facilities manager Tom Walker to obtain a bid for refinishing the upstairs floor.
- **Rental & Scheduling:** Fran Reynolds
 - Emergency contact lists have been posted.
 - Thanks to all building users for being flexible and cooperative while water-damaged areas of the lower level were being repaired.
 - Virtual Academy was happy with GCC's space during the school's seven-day rental for state testing in April.
 - New security codes will be installed soon.
- **Landscape:** Trish Warner
 - Trish, Mark Nebel and the yoga group have done some weeding and mulching. Trish would welcome additional volunteers.

Treasurer's Report: Trish Warner

- **Financial Statements:** April receipts \$1,579, expenditures \$1,657. April 30 cash balance \$21,972, including damage deposits of \$950. May bills payable \$1,665. **MSA (Herb/Fran): To approve the Treasurer's Report and authorize payment of May bills.**
- Trish notified Jefferson County facilities manager Tom Walker that the bathroom valve break increased GCC's water bill by \$37 (April 2018 vs April 2017). Using fans to dry the flooded areas increased GCC's electric bill by \$115. Board members suggested that Trish pay the PUD bills and await reimbursement from the county's insurance settlement.

Old Business

- **Use of GCC as a Mass Care Shelter:** See Communications.
- **Refinishing Upstairs Meeting Room Floor:** See Facility Reports/Maintenance.
- **Building Security and Keybox Codes:** See Facility Reports/Rental & Scheduling.
- **Portrait Restoration:** Carol plans to pick up the restored portraits of Presidents George Washington and Abraham Lincoln on May 18.
- **Missing Tablecloths:** Fran reported that 10 of the Garden Club tablecloths that went missing in 2016 and 2018 had been found and returned. The lock on the Garden Club's storage cabinet has been repaired and now works properly. Fran said the Garden Club has not requested reimbursement for tablecloths still missing. Rental agreements specify that renters indemnify GCC in the event of loss. Trish recommended emphasizing to all renters that they are responsible for anything they store in the building.
- **Water Damage Repairs:** Fran said Strait Flooring did not properly install the downstairs baseboards and has additional work to do. Carol said she will work with Tom Walker to make sure the repairs are completed appropriately.

New Business

- **Board Reappointment:** Fran Reynolds, whose GCC Board term expires June 1, 2018, said she would accept reappointment to the Board through 2021, but does not plan to stand for election as Vice President for 2019. **MSA (Trish/Herb): To recommend that the Jefferson County Board of Commissioners reappoint Fran Reynolds to the GCC Board through December 31, 2021.** *(Secretary's Note: Fran subsequently requested that her reappointment end December 31, 2020. Approved by GCC Board email vote.)*

Next Meeting

Wednesday, June 20, 10:00AM.

There being no further business to come before the Board, the meeting was adjourned at 11:10AM.

Respectfully submitted,

Herb Cook / Secretary