

# Gardiner Community Center Board

Minutes: August 15, 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, Caretaker Andrew Watson.

## Public Comment / Recognition of Guests

Gordon Anderson.

## Approval of Minutes

Minutes of the previous Board meeting on June 20, 2018, were approved as presented.

## Communications

- Herb received the signed Facility Use Agreement for use of GCC as a Mass Care Shelter by the American Red Cross (Kitsap & Olympic Peninsula Chapter). After discussion, **MSA (Carleton/Mark) To review the Facility Use Agreement annually in January.** Herb will keep the Agreement on file.
- Fran received an email from Phyllis Carey thanking GCC for promoting Project Linus on the Readerboard. Phyllis reported Project Linus has delivered 692 blankets in 2018.
- Fran received a Certificate of Liability Insurance naming GCC an “additional insured” for a seminar to be held at GCC by Jefferson Healthcare. *(No action required—HSC)*
- Trish received notice that PUD#1 of Jefferson County granted GCC a net credit of \$12 (after a \$25 processing fee) to offset the cost of water lost during the downstairs plumbing failure in April.

## Facility Reports

- **Maintenance:** Caretaker Andrew Watson
  - The downstairs women’s toilet went out of commission again. Jefferson County facilities coordinator Tom Walker inspected on August 14.
  - Jefferson County (Dave Kaldahl) informed Andrew that repairing damage from the April plumbing failure and subsequent flooding cost about \$15,000, some of which will be covered by the county’s insurance.
  - GCC Readerboard: Andrew plans to install a concrete base. Tom Carey cut and Phyllis Carey finished new letters, which were not available commercially. Barb will send a thank-you note to the Careys.

- **Rental & Scheduling:** Fran Reynolds
  - Fran presented the Facility Use Report for the Second Quarter (APR-JUN). Quarterly revenue (\$5,693) was about \$2,100 higher than in 2017, primarily because of Virtual Academy's extended rental for student testing. The online school has informed Fran it plans to rent the building again in 2019.
- **Landscape:** Trish Warner
  - Trish has continued to work with Mark on grounds maintenance.

**Treasurer's Report:** Trish Warner

- **Financial Statements:** June receipts \$1,405, expenditures \$1,915. July receipts \$1,336, expenditures \$1,712. July 31 cash balance \$20,560. Bills payable \$1,365. GCC owes Trish \$37 reimbursement for Ooma Telo bill. Trish reimbursed Andrew \$51.50 for purchase of chair gliders. **MSA (Herb/Fran): To approve the Treasurer's Report for June and July and authorize payment of August bills.**

**Old Business**

- **Refinishing Upstairs Meeting Room Floor:** Northwest Hardwood Flooring submitted a quote of \$4,000 plus tax. GCC and Jefferson County will split the cost as previously approved by the Board. Carol and Jefferson County facilities coordinator Tom Walker tentatively scheduled the refinishing for October 22-26.
- **Use of GCC Parking Lot:** Fran reported a Jefferson County worker will be parking in the lot on weekdays for about six months.
- **Exterior Window Washing.** Herb received a quote of \$550 from Highland Olympic. Board members agreed the quote seemed high and suggested seeking a quote from Cash Struxness to wash the windows in summer 2019. Herb said he would follow up.
- **Gardiner History Room.** Barb agreed to coordinate cleaning and painting the room in September. Fran offered to paint a mural on one wall, showing the view down Old Schoolhouse Road as it would have appeared in 1920. After discussion, **MSA (Trish/Herb): To clean and paint the History Room in September, and to approve conceptually of Fran's mural proposal.**

**Next Meeting**

- **MSA (Carleton/Herb): To cancel the September Board meeting.**
- **MSA (Fran/Carleton): To reschedule the October Board meeting from October 17 to October 24. (NB: Board members subsequently agreed by email to change the date to October 25 and to change the start time to 11:00AM.)**

There being no further business, the meeting was adjourned at 11:35AM.

Respectfully submitted,

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Herb Cook / Secretary