

Gardiner Community Center Board

Minutes: November 14, 2018

Call to Order

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

Public Comment / Recognition of Guests

Gardiner residents Kateri Schmerler and Joan Bennett offered to organize icebreaker and get-acquainted activities at the GCC Potluck on Sunday, December 16. Board members welcomed the offer and authorized spending up to \$20 for prizes.

Approval of Minutes

Minutes of the previous Board meeting on October 25, 2018, were approved as presented.

Communications

None

Facility Reports

- **Maintenance:** Caretaker Andrew Watson
 - Andrew has been dry-mopping the newly refinished upstairs floor (as directed by Jefferson County). He is waiting for delivery of a swiffer and for notice as to whether the county will pay for suitable chair foot-protectors.
 - Jefferson County plans to remodel and update the downstairs bathroom facilities in January 2019, creating a single unisex bathroom. The county may provide a portable toilet for use during the estimated three-week construction period.
- **Rental & Scheduling:** Barbara Reavis (substituting for Fran Reynolds)
 - Barbara will work with a Thanksgiving day renter to assure payment before the rental date.
- **Landscape:** Trish Warner
 - Trish, Jim and Mark applied about 4 yards of alder chip mulch.

Treasurer's Report: Trish Warner

- **Financial Statements:** October receipts \$1,080, expenditures \$1,483. October 31 cash balance \$19,183. **MSA (Herb/Mark): To approve the Treasurer's Report for October.**

Old Business

- **Exterior Window Washing.** Herb will seek a quote from Cash Struxness to wash the windows in spring or summer 2019.
- **Emergency Contact List:** Andrew will tape to exit doors.
- **Holiday Decorating:** Volunteer work party 10:00AM SAT DEC 1.
- **Community Potluck:** 1-4PM SUN DEC 16. Herb will redesign the invitation; Carol will get it printed. Carleton has booked Santa Claus. **MSA (Herb/Barbara): To authorize spending up to \$500 for Community Potluck food, supplies and other expenses.**

New Business

- **GCC Officers**
 - Three Officers volunteered to continue in their positions in 2019. After discussion, **MSA: To re-elect the following Officers for 2019:**
 - President: Carol Hansen Hills
 - Treasurer: Trish Warner
 - Secretary: Herb Cook
 - Vice President: Carol reported that Fran Reynolds is willing to continue as Vice President in 2019 and Joy Posey has volunteered to be Rental Coordinator. In the absence of Fran and Joy, Board members agreed to defer action on those positions until the December Board meeting.
- **Purchase of Camera:** Board members agreed that GCC should have a camera to enable the Caretaker to record and preserve time-and-date-stamped images of damage to the building or other issues arising from the conduct of renters. **MSA (Herb/Mark): To authorize Andrew to spend up to \$100 for a camera.**
- **Caretaker Services Agreement for 2019:** Andrew said he enjoys his work and will be happy to continue as GCC Caretaker. Andrew was then excused from the meeting and Board members reviewed his performance. After discussion, **MSA (Carleton/Barbara): To renew GCC's Independent Contractor Caretaker Services Agreement with Andrew Watson for 2019; to increase the Caretaker's monthly compensation from \$1,100 to \$1,150; and to make minor modifications to the Caretaker's list of duties.**
- **2019 Budget:** After discussion, Board members reached tentative consensus on a 2019 Budget maintaining 2018 budgeted revenue (\$18,120) and increasing budgeted expenses from \$20,217 in 2018 to \$21,727 in 2019, resulting in a budgeted operating deficit of \$3,607. Action was deferred to the December Board meeting.

Next Meeting

- **WED DEC 12, 10:00AM** (*Secretary's Note: Time subsequently changed to 1:00PM*)

There being no further business, the meeting was adjourned at 12:25PM.

Respectfully submitted,

Herb Cook / Secretary