

# Gardiner Community Center Board

## Minutes: January 16, 2019

### 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 Barbara Reavis, Caretaker Andrew Watson.

### Public Comment / Recognition of Guests

Guests: Gordon Anderson, Louie & Sharrie Torres.

Louie Torres briefly recounted the 40-year history of the Rhody O's Square Dance Club—dating to when the GCC building was the Grange Hall—and mentioned plans to hold the club's 40th birthday celebration at GCC. Louie said Fran had asked the club to remove property stored in the GCC attic, but the club would like to continue to use the space. Board members decided to discuss the request as an item of New Business

### Approval of Minutes

Minutes of the previous Board meeting on December 12, 2018, were approved as amended.

### Communications

Fran: Emailed to request removal of Rhody Os' materials from GCC attic by January 18.

Carol: Emailed Jefferson County Facilities Maintenance about attic conditions.

Carol: Received thank-you from yoga group for use of GCC & Christmas decorations.

### Facility Reports

- **Maintenance:** Caretaker Andrew Watson
  - Downstairs Bathroom Remodeling: Andrew reported county workers have encountered groundwater rising into holes where the new downstairs toilet is to be installed. Plumbing pipework is scheduled, but the groundwater issue may require additional work.
  - Downstairs Bathroom Signage: Jefferson County Facilities Maintenance supervisor Dave Kaldahl indicated the bathroom will be compliant with the Americans with Disabilities Act (ADA) and could have either unisex or separate-gender signage. After discussion, **MSA (6-1 vote): To request unisex signage.**
  - GCC Camera: Not yet purchased.
  - Automatic External Defibrillator (AED): Fran reported the AED was purchased by Clallam County Fire District #3 in 2010 with funds from a Gardiner Salmon Derby grant. CCFD#3 Capt. Durrell will check the unit's condition. Fran will ask the Gardiner CERT team if they could use it. Carol will ask if Jefferson County has a policy on AEDs in county facilities. Decision deferred.
  - Inspection of Furnace: Jefferson County Facilities Maintenance supervisor Dave Kaldahl told Carol the county, not GCC, is responsible for inspection.

- **Rental & Scheduling:** Fran Reynolds
  - Quarterly Usage Report OCT-DEC 2018: Fran reported annual revenue of \$18,391 for 2018—an increase from 2016 and 2017. Rentals remain consistent at roughly 35 percent annual rentals, 50 percent donations, 10 percent community groups and 5 percent event rentals. Board members agreed that increasing event rentals should be an item for future discussion.
- **Landscape:** Trish Warner
  - Trish and Mark plan to replace some dead heather.

**Treasurer's Report:** Trish Warner

- Trish reported she had paid the Ooma Telo phone bill and reimbursed herself \$26.
- **Financial Statements:** December receipts \$2,270, expenditures \$3,913. **MSA (Herb/Barb): To approve the Treasurer's Report for December.**
- **Annual Financial Statement:** 2018 receipts \$21,616, expenditures \$21,684; annual operating deficit (-\$68). December 31, 2018 cash balance \$17,293.

**Old Business**

- **Board Positions:** Gordon Anderson indicated he would be interested in being appointed to the GCC Board if a seat became available. Carleton said he would be willing to step down before the end of his term (July 10, 2019). No action was taken.

**New Business**

- **Jefferson County Agreement for Community Services Grant Funding 2019:** Carol reported she signed and returned the agreement for \$3,320 county funding on December 21, 2019, as authorized by email vote of a majority of Board members.
- **Timeline for annual review of articles, guidelines, policies, etc:** Fran encouraged Board members to review documents for discussion of possible revisions at the February Board meeting.
- **Timeline for GCC cleaning, painting, maintenance needs:** Barb volunteered to chair a committee to conduct a review in March.
- **GCC Holiday Potluck:** Trish hosted a meeting to review the Potluck and consider possible changes if the Board decides to make it an annual event.
- **Use of GCC attic:** Board members agreed that all material should be removed from this space, as directed by Jefferson County Facilities Maintenance. Rhody Os will be notified that GCC cannot accommodate their request to continue to use the attic for storage.

**Next Meeting**

- **WED FEB 13, 10:00AM** (*Secretary's Note: Changed to FEB 20; GCC was closed on FEB 13 due to inclement weather.*)

There being no further business, the meeting was adjourned at 12:05PM.

Respectfully submitted,  
Herb Cook / Secretary