

**BOARD MEETING AGENDA**  
**SOUTH BAY COMMUNITY CENTER BOARD MEETING**  
**11/18/2021**

Attendance:

Guests: Dale Norrington – Community Member

**Call to order:**

**Approval of agenda:** November Board Meeting Agenda

**Approval of Minutes:** October Board Meeting Minutes, November Executive Committee Meeting Report

**Office Manager Report:** (Chuck Snead)

**Financial Report:**

1. October Financials – Balance Sheet, Profit & Loss Statement, Transaction List
2. Bookkeeper's Report – 2020 Tax Return, Reinstatement Letter, Public Charity Type Requirements
3. Deposits On Hold account pending reconciliation with CFO

**ORGANIZATION REPORTS:**

1. People Helping People Report (Richard Margetson):
2. Rotary Report (Michelle Feldman):
3. Chamber of Commerce Report (Christina Grimm):
4. Kiwanis' Report (Gary Katayama):

**SBCC ACTIVITIES REPORT:**

1. Folk Dancing Report (Billy Burke):
2. Community Dinners (Jill Dubois):

**SBCC COMMITTEE REPORTS:**

1. Fundraising Committee (Cherrie Katayama/Gari Cave):
2. Job Application Committee Report (Gari Cave):
3. Bylaws Review Committee (Michele): to address bylaws update, meeting conduct, directors code of conduct, organization rep appointment when also serving on executive committee.
4. Policy & Procedure Manual (Christina):

**ONGOING BUSINESS**

1. Website Report (Gary Katayama): Minutes on the website – Previous vote based on incorrect information. Revisit Decision.
2. Request to Office Manager: Copy of PHP Contract
3. Solidification of Los Osos Cares Contract
4. CPA – Request for Proposal

**NEW BUSINESS:**

1. Direct Deposit Request from Employee + Changes to Payroll Procedure
2. Dog Park/Community Garden (Gary):
3. Pledge of Allegiance (Cherrie):

**ITEMS FOR THE GOOD OF THE ORDER:**

**Meeting adjourned:**

**Next Meetings:**

Executive Committee Meeting: December 9<sup>th</sup>, 2021 @ 9am

Board Meeting: November 16<sup>th</sup>, 2021 @9am