

BOARD MEETING AGENDA
SOUTH BAY COMMUNITY CENTER BOARD MEETING
3/17/22

Attendance:

Guests: possible vote for new members.

Call to order:

Approval of Minutes:

Financial Report: Financials & Budget: CFO

PRESIDENT'S REPORT:

1. Contracts revised and need to be voted on, for recurring rentals
 - a. Meals That Connect
 - b. Early Risers
 - c. Los Osos Cares
2. Insurance issues have all been resolved. Everyone has a policy and all have been confirmed by the insurance companies.

ORGANIZATION REPORTS:

1. People Helping People Report: Richard Margetson
2. Rotary Report: Michelle Carreto Feldman
3. Chamber of Commerce Report: Annette Sheely
4. Kiwanis' Report: Gary Katayama

ONGOING BUSINESS:

1. Vote on contracts:
 - a. Meals That Connect
 - b. Early Risers
 - c. Los Osos Cares

NEW BUSINESS:

1. Need committee to review pricing for our rentals.
2. Need committee to review Bylaws.

ITEMS FOR THE GOOD OF THE ORDER:

1. Nominations for officers and voting due next month.

Meeting adjourned:

Next meeting: April 21, 2022

DRAFT-BOARD MEETING MINUTES
SOUTH BAY COMMUNITY CENTER BOARD MEETING
1/20/22

Attendance: Cherrie Katayama, president, Gary Katayama, secretary, Chuck Snead, CFO, Richard Margetson, PHP representative, Annette Sheely, Chamber representative Billy Burke, Mary Lou Zivna, Jillian Dubois, community board members.

Guests: Don Van Sickle, Pam Hosteder

Call to order: 9:05

Approval of Minutes: Approved with corrections, unanimous.

Financial Report: CFO presented actuals from the last month, no questions. Year to date and pre-pandemic complete year totals were presented, PHP rep. had some questions and was given the corrected sheet. No further questions

PRESIDENT'S REPORT:

1. Accomplishments of the past year: president presented the following list of achievements:
 - Rekeyed and repaired locks and panic bars, reassigned all keys
 - Replaced obsolete alarm system with new one and implemented code tracking
 - Completed outside landscaping in coordination with community groups
 - Floors cleaned and rewaxed
 - Nonprofit status restored
 - Bylaws adopted
 - Board member code of conduct adopted
 - Website redone and email issues fixed
 - Donor sign in front of center refurbished
 - New bookkeeper and payroll tax service in place
 - Taxes for 2020 still in the process- ETA February meetingPresident also thanked PHP for keeping the SBCC solvent with their donations.
2. Work done on contracts for recurring rentals:

Contract being reviewed for Los Osos Cares, committee is working on a final version for signatures and submission to SBCC board for approval at the February meeting.

Evidence of insurance has been requested. UPDATE: Evidence of insurance received 1-22-22.

Contract for Early Risers and evidence of insurance is being worked on by CFO and president and will be presented at the February meeting.

Contract with Meals that Connect nutrition program and evidence of insurance being worked on by CFO and president. UPDATE: Evidence of insurance received 1-26-22.
3. Insurance issues: As regards the continuing issue of liability for instructors, we have received the determination from our current liability insurer, we need to make sure all instructors are carrying their own insurance. From the insurance agent:

"Great American has provided more information regarding your inquiry about class

instructors. These instructors would be considered Independent Contractors, and therefore SBCC's General Liability policy would not extend coverage. Each Independent Contractor should have their own General Liability coverage with limits equal to, or greater than, that of SBCC. Further, the Independent Contractor should carry Professional Liability since they are providing professional instruction, service, and advice. SBCC should be named as Additionally Insured on the Independent Contractor's GL/PROF policy."

ORGANIZATION REPORTS:

1. People Helping People Report: Richard Margetson
PHP reports a successful year fundraising, with over \$100,000 raised for other organizations, including over \$50K for the Salvation Army via Bell Ringers, and over \$50K raised by the annual Needs and Wishes event for the Noor Foundation and 40 Prado. Chuck Snead also reported raising \$3k from his wife's knitted cap sales and a generous personal donation from them.
2. Rotary Report: Michelle Carreto Feldman
Reported Rotary is working on park benches and handicapped accessible playground equipment for the park.
3. Chamber of Commerce Report: Annette Sheely
Reported the Chamber is moving to new offices with more news to follow.
4. Kiwanis' Report: Gary Katayama
Reported Kiwanis' will be putting on a fundraiser to benefit the SBCC, and will begin participation in the Community Dinners, dates to be determined.

ONGOING BUSINESS

1. Vote on contract for Los Osos Cares deferred until final revision is completed.

NEW BUSINESS:

1. Christmas collection for Jeffrey Greenwood, the SBCC custodian, was inadvertently omitted at the last meeting. Collection was taken and card was signed, with many thanks.

ITEMS FOR THE GOOD OF THE ORDER:

1. Board member forms- completion: All contact forms updated and are now current.
2. Michelle Feldman mentioned we could use Spokes, an organization that provides resources to nonprofits, to assist us with our various organizational and fund raising efforts.
3. Pam Hosteder raised several issues as regards the tennis courts, general discussion ensued, no action taken. The tennis courts are under the authority of San Luis Obispo Parks and Recreation so the board will have to inquire further about fundraisers such as a tennis tournament.

Meeting adjourned: 10:15 a.m.

Next meeting: February 10, 2022