SOUTH BAY COMMUNITY CENTER BOARD MEETING MINUTES

October 27, 2022, 9:00am

**Call to order:**

Attendance: Directors- Cherrie Katayama, Chuck Snead, Pam Hostetter, Michelle Feldman, Jill Dubois, Annette Sheely, Gary Katayama and Office Manager- Gari Cave

Absent: Richard Margetson

Guest: Tom Cross for third meeting

The vote for Tom Cross to potentially join the Board will occur at November meeting.

**Approval of September minutes:**

Michelle motion to approve, Annette second, unanimous vote to approve

**PRESIDENT’S REPORT:**

LOC and the SBCC have signed contracts for Wednesday night Community Dinners.

**Financial Report:**

Annette-Motion to approve, Jill second, unanimous vote to approve

**Executive Board Report:**

We will hire Jeffrey’s son Bryson to clean up during the week. Current rate of pay- $20 on old contracts, $25 on new contracts. Motion to study current pay rates- Gary, Pam second, unanimous vote

**ORGANIZATION REPORTS:**

1. People Helping People: Chuck- bell ringing begins 11/18 in two hour shifts, Richard has the master list, Needs and Wishes will be after the Christmas Parade.
2. Rotary: Michelle Feldman-. Family Fun Fair was a success for all ages, raised $5k from the raffle, Monday was World Polio Day
3. Chamber of Commerce: Annette Sheely - Ready for Oktoberfest Sunday October 30, then Christmas Parade and Tree Lighting, Marshall Ochylski will be the new Chamber rep starting in November.
4. Kiwanis: Gary Katayama- Will have pancake breakfast at Oktoberfest, Sees candy drive sales starting, (online now and on 12/5 at the Post Office), on November 16th Annie Wahler will talk about starting Key Club, students will need projects appropriate for middle school and high school club members

**ONGOING BUSINESS:**

1. Rental Rate Committee- events will now end at 10pm, going forward we’ll charge $35/hr for cleaning up. They’ll be charged for security if alcohol will be served. Gary motion to approve, Pam second, unanimous vote to approve.
2. By-Laws Committee- Final version sent to the Board for review. Cleaned up ambiguous wording, clarified financial operations. Note: the Attorney General has published new guidelines for nonprofits. Michelle - motion to approve $500 as the limit for one-signature checks, Gary second, unanimous vote.
3. The Projector is installed, tested and ready!
4. Fundraising committee: Michelle, Cherrie, Jill, and Gari- roughly $10k to replace curtains (Pam will seek bids), also accordion doors (room dividers) need maintenance $9100, takes two days, Pam will help pay for floor scrubber- ready to move forward on purchase.

**Office Manager Report:**

Marcy Mullen of Morro Bay offers free, 2 hour adult and pediatric CPR and AED class. Should we offer the SBCC? Participants receive a certificate. Our costs would include set up time, custodian, bathroom supplies. We could put donation boxes near the doors to help recover costs. Gary- motion to pursue, Annette second, unanimous vote to pursue.

**Items for the Good of the Order:**

Family Holiday movie? We could sell refreshments

Could sign up with Amazon Smile to raise money for SBCC.

Email a newsletter once a quarter, with testimonials of renters, event hosts.

Michelle- the online calendar of available days must be kept up to date.

Meeting adjourned 10:20am