SOUTH BAY COMMUNITY CENTER BOARD MEETING MINUTES

September 15, 2022, 9:00am

**Call to order:**

Attendance: Cherrie Katayama, Richard Margetson, Chuck Snead, Michelle Feldman, Jill Dubois, Annette Sheely, Gary Katayama

Absent: Pam Hostetter

Guest: Tom Cross for second meeting, late arriving guest (I could not hear his name)

**Approval of minutes:** Jill Dubois motion to approve, Chuck Snead second, unanimous vote approving with minor correction

**PRESIDENT’S REPORT**

Executive committee interviewed the top three applicants (out of seven) for Office Manager. Gari Cave was most qualified. She will start on October 3rd.

**Financial Report:** Gary**:** Bookkeeperhas given taxes to Tax Preparer for 2021/2022. Richard, Cherrie, and Chuck reinvested $20,000 in a two year bond. We will receive a quarterly report on it from Deanna of Edward Jones. Workman’s Comp is automatically paid by QuickBooks. Annette Sheely motion to approve Financial Report, Jill Dubois seconded, unanimous vote to approve

**Executive Board Report:**

Chuck: New Recycling strategy is working well; garbage is no longer mixed in.

**ORGANIZATION REPORTS:**

1. People Helping People: Richard Margetson- Bell Ringing season starts in 9 weeks. October 13th is the annual pizza party and awards dinner. December 10th is Needs and Wishes. $10,000 in matching funds for financial donations.
2. Rotary: Michelle Feldman-. Family Fun Fair noon to 4pm on Sunday, September 18th is free, food at cost, fundraising raffle tickets;
3. Chamber of Commerce: Annette Sheely - Chamber is full speed ahead on Oktoberfest Sunday October 30, starting to plan Christmas Parade and Tree Lighting
4. Kiwanis: Gary Katayama- Tri-tip events for Tip-A-Cop and Special Olympics, Planning Oktoberfest, starting Key Club so will need projects appropriate for middle school and high school club members

**ONGOING BUSINESS:**

1. LOC Contract- Jill Dubois-still need to negotiate a few items. (ie Need 3pm to 7pm instead of 6:30pm, asking senior volunteers to enter through roll up door is inappropriate.) LOC would like one more month to resolve issues and come to mutual agreement. Ready to start on Wednesdays on October 5th. Michelle Feldman motion to review and continue negotiations for one month, seconded, unanimous vote to approve
2. Gari Cave as new Office Manager, three days for three hours each at $22.50, with a six month trial period, Jill Dubois motion that we accept her starting in October 3rd, Annette Sheely seconded, unanimous vote to approve
3. Rental Rate Committee needs to meet one more time
4. Bylaw committee needs to meet one more time.
5. Projector update: Gary Katayama- Have a bid for projector and labor $5500. PHP will donate the funds and a plaque will be put up honoring Len Saldano.
6. Fundraising committee: will meet, Michelle, Cherrie, Jill, and Gari will meet

**Items for the Good of the Order:** We should video a quick look around the building before events to show the building “before” in case there’s damage after an event.

Meeting adjourned 10:00am