

**South Bay Community Center**

**Board Meeting Agenda 09.18.2023**

**Attendance: Guest(s):**

**Call to Order:**

**Approval of Minutes:** Board Meeting 08.21.2023

**Office Manager’s Report:**

**President's Report**- Cherrie Katayama

**CFO Report & Review of Financials** – Gary Dove

**Member Organization Reports:**

* **People Helping People (PHP)** - Rep. Richard Margetson
* **Rotary Club of Los Osos**: Rep. Dick Pacaoan.
* **LOBP Chamber of Commerce**: Gary Dove, Acting Rep.
* **Kiwanis of Bay Osos**: Rep. Gary Katayama

**Standing Committee Reports:** Meeting frequency need to be established - CK

Budget/Finance Chair: Gary Dove Meeting Frequency:

Facilities Chair: Pam Hostetter Meeting Frequency:

Fundraising Committee Chair: Cherrie Katayama Meeting Frequency:

*Members to join one or more committees: Richard Margetson & Dick Pacaoan*

**Ongoing Business:**

* Fundraiser Concert Series: Unity in the Community- status report GK/MF
* Budget development 2023-24 - GD
* Painting of building exterior update- GK
* New Office Manager status report- CK
* Potential for shared office space/staffing with LOBP Chamber of Commerce -GD
* Review of Board Contract vs Board Job Description- MF
* Los Osos Cares Contract Renewal- CK

**New Business:**

* Kitchen drain repair project, estimated cost for completion-CK
* Need to create a Repair & Maintainance project list, including time frame & estimated coasts, for proiritization by the Board- MF
* Patio heaters stored in the conference room- recommendation- PH

**Items for The Good of the Organization:**

**Closed Session: Personnel- guests excused**

**Adjourn:**