  
 South Bay Community Center

Board of Directors Meeting

Agenda 04.15.2024

**Present:** **Absent:**

**Guests:**

**Call to Order:**

**Approval of Minutes:** Board Meeting 03.18.2024

**Office Manager’s Report:** Valerie Darnell

**President’s Report:** Cherrie Katayama

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

**Member Organization Reports:**

* **People Helping People:** Rep. Richard Margetson
* **Rotary Club of Los Osos:** Rep. Dick Pacaoan
* **LOBP Chamber of Commerce:** Rep. Gary Dove
* **Kiwanis of Bay Osos:** Rep. Gary Katayama

**Standing Committee Reports:**

* **Budget & Finance**  Chair Gary Dove Members: CK, MF, RM, DP, GK

Budget Development 2024-25`-GD prosed draft ready for presentation

* **Facilities**  Chair: Pam Hostetter Members: GD. CK, DP, GK

Update List of Projects & completions

Painting of building exterior- update

Facility Checklist for post-rental inspection- update

Programmable thermostat(s)- GD update

Upcoming projects/Anticipated repair: Floors

* **Fundraising**  Chair: Cherrie Katayama Members: CK, JD, PH, DP, RM

Proposed activities: Bingo Night/Pasta Dinner

**Ongoing Business:**

Private off-site storage of SBCC documents- update CK

Janitorial Supply inventory/ordering system- update CK

Electrical box lock- compliance to code (RM)

Attorney General’s Guide for Charities; Articles of Incorporation; SBCC Bylaws - committee to work on compliance-MF

Contract Compliance Audit by Executive Board beginning with PHP, Meals that Connect, Early Risers- MF

**New Business:**

Access to outside power- GK

Website updates- who is responsible- RM

Listing of prior services contractors- PH

Dumpster capacity & use by park users vs larger dumpster-RM

Nor Clinic mobile clinic proposal for use of SBCC parking lot- RM

**Annual Meeting** :

Expiring terms:

Election of Executive Board

Adoption of Budget 2024-25

**For The Good of The Organization:**

**Adjourn:**

**Next Meetings:**

**Executive Board May 13th 2:00 SBCC**

**General Board May 20th 6:00 SBCC**