
South Bay Community Center

 General Board Meeting Minutes

 December 16, 2024

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

**Guests:**

**Call to Order:**

**Central Coast Community Energy (3CE) presentation by representative Jeff Railsback**

**Office Manager’s Report:**

Anticipated usage for next two months

Facility Checklist for post-rental inspection- implementation update

 Other:

**President’s Report:** Cherrie Katayama

 Requests for Use for Board Review: Girl Scouts

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

Review of Financials, P&L for November and YTD performance to budget:

CD reinvestment update

New Capital Repairs & Maintenance report

**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

Bookkeeper RFP for replacement. Contract expires in January

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

 Upcoming projects/Anticipated repair- GK

 Carpet in Green Room- offer to have it cleaned- RM update

 Curtain replacement estimates- DP/GD

 Kitchen painting- pending PHP completing the project- RM

 Breaker replacement update- PH

Solar proposal- GD/GK

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

 Donation mailer draft- DP

 Next meeting date: \_\_\_\_\_\_\_\_\_\_\_\_

* **Operations** Chair: Michelle Feldman Members: CK, GK, VD

DRAFT: Handling Cash & Deposits Policy & Procedure

 Meeting frequency monthly 2nd Thursday 2:00

* **Contract Renewal Committee** Chair: CK Members: Executive Committee: PH, GD, MF, VD

Contract Review for Renewals in January for Meals that Connect, Early Risers, Quilters, Dancers

PHP- May; LO Cares- October

Working on developing a standard template

**Ongoing Business:**

 LOBPCOC Shared Office Space: Joint Committee formation- update GD/CK

**New Business:**

3CE Utility transition

Complaint re: outside trash after event at SBCC

New Board Member orientations/materials/committee assignments

January meeting date: January 20th is MLK Day Holiday- reschedule to January 27th?

**For The Good of The Organization:**

**Closed Session:**

Board Member Application- Bob Crizer

Custodian Staffing: Re-hire of inactive employee; recruitment for additional candidates

Request for sick time payout upon resignation

**Adjourn:**

**Next Meetings:**

 **Executive Committee January 13th 2:00 at SBCC**

 **General Board January 20th 6:00 at SBCC**