  
South Bay Community Center

Board of Director’s Meeting Agenda

February 17, 2024

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

**Guests:**

**Call to Order:**

**Approval of Minutes**: 01.27.2025

**Office Manager’s Report:**

Anticipated usage for next two months:

Other:

**President’s Report:** Cherrie Katayama

Requests for Use for Board Review: Community Emergency Response Team (CERT) training: 3 Sundays (8 hrs) or 8 evenings (3hrs)

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

Review of Financials; P&L for December & January

YTD performance to budget by month

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 replacement update

DRAFT Budget 2024-25- update

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

Curtain replacement estimates- DP/GD

Rotary/Kiwanis workday to clean windows & power wash porches- GD/GK

Kitchen painting- update- RM

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

Donation mailer – DP

* **Operations** Chair: Michelle Feldman Members: TBD

DRAFT: P&P handling cash & deposits

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

Contract Renewals extensions Meals that Connect, Early Risers, Quilters & Dancers- update

New contracts for ongoing renters for approval

Others: PHP due in May, LO Cares in October

Community Singers- put under contract?

**Ongoing Business:**

3CE Utility transition- bill comparison

**New Business:**

**PHP** Concert fundraiser for SBCC curtains & emergency generator- RM

Annual Meeting prep, agenda items and nominations for officers timeline

**For The Good of The Organization:**

**Closed Session:**

Board applicant: Violetta Vallin

**Adjourn:**

**Next Meetings:**

**Executive Committee March 10th 2:00 at SBCC--?? Change time**

**General Board March 17th 6:00 at SBCC**