  
South Bay Community Center

Board of Director’s Meeting Agenda

March 17, 2025

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

**Guests:**

**Call to Order:**

**Approval of Minutes**: 02.17.2025

**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)- update

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

Review of Financials; P&L for February

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 2025-26- update

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

Curtain replacement estimates- GK

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

Kitchen painting- update- RM

Follow up to recent break-in attempt-PH

Use of Facility Report Form- PH

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

Donation mailer – DP- update

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

DRAFT: P&P handling cash & deposits

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

Community Singers- contract status- update

LO Cares , Dancers, Meals That Connect, Early Risers and Quilters- update to renewals- CK/VD

PHP due in May

**Ongoing Business:**

3CE Utility transition- bill comparison

PHPConcert fundraiser for SBCC curtains & emergency generator- RM

**New Business:**

Annual Meeting prep:

Agenda items: Annual budget for 2025-26; Calendar of Meetings/Activities 2025-26; Conflict of Interest, Code of Conduct & Board Job Description for signature

Expiring terms:

Nominations for officers:

**For The Good of The Organization:**

**Adjourn:**

**Next Meetings:**

**Executive Committee April 14th 2:00 at SBCC**

**General Board April 21st 6:00 at SBCC**