A black and white logo with a building and trees

AI-generated content may be incorrect. South Bay Community Center

Board of Director’s Meeting Agenda

July 17, 2025

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

**Guests:**

**Call to Order:**

**Approval of Minutes 06.16.2025**:

**Oﬃce Manager’s Report (VD):**

**President’s Report:** Gary Katayama

CFO vacancy

Zeffy Donations

Ralph’s campaign

Capitol expense report

**~~(CFO Report &)~~ Review of Financials:**

June 2025

YTD by month

**Member Organization Reports:**

• **People Helping People:** Rep. Richard Margetson-

**Rotary Club of Los Osos:** Rep, Dick Pacaoan- washing indoor windows- update

• **LOBP Chamber of Commerce:** Rep. Gary Dove

• **Kiwanis of Bay Osos:** Rep. Cherrie Katayama-

**Standing Committees:**

• **Budget & Finance** Chair: KS Members: CC, GD, RM, KS

Tax Form submission for 2021

• **Facilities** Chair: PH Members: BC, PH, GD

Stage Curtains

Door lock/handles repair

Kitchen painting

• **Fundraising** Chair: DP Members: VV, PH, JD, CK, DP

* **Operations** Chair: MF Members: MF, GK, CK, VD

Cash Flow Policy for approval

Cash Flow Procedure for approval

* **Program** Chair: VV Members: VV
* **Bylaws:** Chair: GK Members: KS, CK, MF, GK

• **Contract Renewal Committee** Chair: GK Members: JD, CK, MF

Inactive until September

**Ongoing Business:**

Conﬂict of Interest Statement & Board Job Description signatures

Removal of blue recycling bins at the back of the building

**New Business:**

Office Manager weekend availability change

Board Member weekend coverage for rentals

**For The Good of The Organization:**

**Adjourn:**

**Next Meetings:**

**Executive Committee Aug 11th, 2:00 at SBCC**

**General Board June 18th, 6:00 at SBCC**