 South Bay Community Center

 Board of Director’s Meeting Agenda

September 15, 2025

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

**Guests:**

**Call to Order:**

**Approval of Minutes 08.18.2025**: Note: A quorum was not reached for July meeting, therefore no business was conducted or Minutes taken.

**Oﬃce Manager’s Report (VD):**

 **Board member weekend coverage for rental open/close**

 **Signs on the divider- follow-up**

 Proposal to extend rental hours

**President’s Report:** Gary Katayama (absent) report by VP Jill DuBois

 Board vacancy

 Thanks to Pam Hostetter

 Proposal to vacate Master Lease- draft letter to BOS

**Review of Financials:**

 June & July 2025

 YTD by month

 Sewer tax- follow up

**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. Cherrie Katayama-

**Standing Committees:**

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

 Tax Form submission for 2021

 IRS bill received for $200+

* **Executive Committee**
* **Facilities** Chair: ~~PH~~ need new Chair Members: BC, PH, GD

No meeting

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

 No meeting

 Draft postcard mailing

 Wine Raffle

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

 Code of Conduct

 Short notice rental- add to rental process P&P

* **Program** Chair: VV Members: VV

 Proposed Community classes follow up

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

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

 Will meet with Executive Committee

**Ongoing Business:**

Conﬂict of Interest Statement & Board Job Description signatures

**New Business:**

 Solar proposal for SBCC as Emergency Center update- RM

**For The Good of The Organization:**

**Adjourn:**

**Next Meetings:**

**Executive Committee Oct 13thth, 2:00 at SBCC (Columbus Day)**

**General Board Oct 20th , 6:00 at SBCC**