South Bay Community Center
Board of Director's Meeting Agenda
November 17, 2025

Present: **Absent**:

Guests:

Call to Order:

Guest presentation: Wes Martin, Cuesta College Community Programs

Approval of Minutes 10.20.2025

Office Manager's Report (VD):

Board member weekend coverage for rental open/close

Custodian pay issue- sign-in report

President's Report: Gary Katayama

Building Inspection Report follow-up

Security requirements- follow up

Review of Financials: Keith Swanson

October 2025

YTD by month

CPA fees

IRS bill

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, CK

- **Executive Committee** Chair: GK Members: JD, CK, MF

  Letter to Board of Supervisors re: vacating the lease- update

  Review of COLA in long term rental contract yearly renewal

  Contract Renewal Sub-Committee

Drafts for the Board approval under review

- **Facilities** Chair: need new Chair Members: BC, GD

  No meeting

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

  Draft postcard mailing- update

  Wine Raffle- report

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

Code of Conduct- Draft for review
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
  Meeting TBA

Ongoing Business:

Conflict of Interest Statement & Board Job Description signatures- VD

Solar proposal for SBCC as Emergency Center update- RM

Replacement of tables- update

LOBP Chamber Membership- GK

New Business:

Meals That Connect – possible program changes impacting SBCC rental- RM

For The Good of The Organization:

Adjourn:

Next Meetings:

Executive Committee Nov 10th, 2:00 at SBCC
General Board Nov 17th , 6:00 at SBCC