



**South Bay Community Center  
Board of Directors Meeting  
Agenda January 19, 2026**

**Present:**

**Absent:**

**Guests:**

**Call to Order:**

**Approval of Minutes** 11.17.2025 (No meeting held for December 2025 due to lack of quorum)

**Office Manager's Report (VD):**

Custodian staffing update

Contract renewals- update

**President's Report:** Gary Katayama

Building Inspection Report follow-up (RM)

Security requirements- follow- up

**Review of Financials:** Keith Swanson, Financial Committee Chair

November 2025, December 2025

YTD by month

CPA fees (RM)

**Member Organization Reports:**

- People Helping People: Rep. Richard Margetson-
- Rotary Club of Los Osos: Rep, Dick Pacoan-
- LOBP Chamber of Commerce: Rep. Gary Dove
- Kiwanis of Bay Osos: Rep. Cherrie Katayama-

## **Standing Committees:**

- **Budget & Finance** Chair: KS
- **Executive Committee** Members: GK, JD, CK, MF Chair: GK

Possible vacating the lease- permission to move forward

- **Facilities:** Chair: GK Members: BC, GD

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

Draft postcard mailing- update

Wine Raffle- schedule for 2026

- **Operations Committee** Chair: MF Members: MF, GK, JD, CK, VD

Code of Conduct- Draft in review

Short notice rental- add to rental process P&P

Frequent renter requirements: security deposit

- **Program Committee** Chair: VV Members: VV

Proposed Community classes follow up to initial class

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

Draft revision for Board review & approval

## **Ongoing Business:**

Conflict of Interest Statement & Board Job Description signatures- MF

Solar proposal for SBCC as Emergency Center update- RM

Replacement of tables- update (RM)

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

## **New Business: -**

## **For The Good of The Organization:**

## **Adjourn:**

## **Next Meetings:**

**Executive Committee Jan 12th, 2:00 at SBCC**

**General Board Jan 19th , 6:00 at SBCC**