

# Sandy Mush Community Center

## DRAFT Minutes

*February 18, 2019*

**Attending:** Peggy Baldwin, Frank Barbara, Jean Barbara, Bob Campbell, Kathleen Campbell, Kevin Campbell, Vanessa Campbell, Donna Diaz, Mark Diaz, Erin Duckett, Kurt Eckel, Lynda Emashowski, LuEllen Epstein, Ruth Gavin, Christopher Jayne, Bruce Larson, John Loyd, Don Myers, Deni Surrett, Barbara Wells, Keith Wells, Susan Wilson. *Twenty-two people attended the meeting.*

The meeting was called to order by President Christopher Jayne at 7:00 pm.

### MINUTES AND FINANCIAL REPORTS

**Minutes.** The January Minutes were prepared by Secretary Bruce Larson and distributed by email. **The Minutes were approved as submitted.**

**Financial Reports.** The January Financial Reports were prepared by Treasurer Erin Duckett and distributed by email. During January, Total Income was \$4,432, and Total Expense was \$17,592 resulting in a Net Income of (\$13,160), that is, a deficit of \$13,160. **The Financial Reports were approved as submitted.**

Erin spoke about the challenges of using the EZ tax form for a nonprofit like the Center. She will investigate this further.

### NEW BUSINESS

**Setting Event Dates for 2019.** John Loyd reported. He will bring recommended event dates to the March BOD meeting.

**Multi-Year Plan for SMCC.** John reported. The Center has grown to the point where there is a need for longer-run planning. He will be contacting team leaders for input. Subsequently input from the broader community will be solicited. **A motion was made, seconded, and passed to empower John to go forward with longer-run planning activities.**

**New Treasurer.** Christopher reported. Erin will be retiring as Treasurer as of May 1st. She has done a terrific job. In the transition, she will be available to help train the new Treasurer. Christopher asked for expressions of interest to serve as Treasurer to be directed to him.

Keith Wells asked Erin about the time commitment for the position. She indicated that, although some times of the year are busier than others, it is about 10 hours per week.

Erin noted that one of her commitments as Treasurer has been to respond quickly to requests.

**Building Team.** Frank Barbara reported. Frank discussed the uses of some of the funds allocated for building projects, including storm windows that have been purchased and will be installed in March, ground flood hallway lighting, and better lighting and a light switch for the first-floor hallway.

In addition, Frank noted that the team will be experimenting with better lighting for the gym. Auto turn-off switches for the 1st floor bathrooms have been installed and cold-weather procedures for the minisplits have been developed and communicated to relevant parties. The procedures are among those that have been sent to the Secretary for future reference.

Downstairs renovations were brought up and the necessary replacement of the unvented gas heaters, which will have to be dealt with. Bruce asked if the gas heaters were owned by the Center? The answer to which was “Yes.” The heaters had been purchased by Keith for use by the Center.

This led into the Building Team recommendation that the interior wooden wall in the ground floor kitchen area adjacent to the hallway be removed and the older wall beneath it be enhanced. Lengthy discussion ensued. Upon conclusion of the discussion, **the recommendation of the Building Team was moved, seconded, and approved.**

At this time Frank reminded us of the need for a key list. Please send key information to Erin. In relation to this, Erin said that the Center should “consider going to keypads” as they are very easy to manage.

At this point Christopher asked everyone to send him information about concerns and questions they might have. In relation to this, Kurt Eckel noted that Christopher has been active in asking people about their space needs.

## **ORAL REPORTS AND STATUS UPDATES**

**Food Pantry.** Jean Barbara reported. In January, 43 households representing 127 individuals were served, with volunteers providing 114 hours of service. In February, 54 households representing 170 individuals were served.

Four information signs for the Food Pantry were purchased to be displayed at strategic places to let people know about the Pantry.

On March 8th the Manna Express truck—a refrigerated truck—will be coming to the Center with additional food. It is hoped that this can happen once a quarter going forward.

**Rental Report.** Peggy Baldwin reported. Kevin Campbell is now the go-to guy for rentals. He will need a set of keys to do that. Frank will take care of the keys.

On April 11th from 6:30 to 8:30 pm, John Wingerter of the Buncombe County Council on Aging will be at the Center to talk and answer questions about Medicare.

**Fund Raising Team Report.** Lynda Emashowski reported. Lynda that the Center now has 37 supporting families with a goal to get 45 more so no other funds will be necessary to fund the routine operations of the Center. Supporting families agree to contribute \$100 per year, although larger contributions are welcome.

Lynda noted that the Instagram account for the Center has been started and has 45 followers. She invited folks to send her photos to be placed on Instagram. In relation to the account, Lynda made two requests:

- That the SMCC website mention the Instagram account.
- Agenda for BOD meetings be posted before meetings. In addition, Minutes be posted to the SMCC website.

Discussion indicated that there was support for getting this information out earlier than has been customary. Christopher indicated that he will be checking in with Martha Ball regarding these requests.

**Buncombe County Strategic Partnership Grant 2019-20.** Christopher reported. More than 6,000 hours of volunteer service were provided to the Center in the last year. For 2019-20, the Center has asked for \$48,000 from the county. This includes:

- \$8,000 for internet
- \$17,000 for electrical upgrade
- \$9,000 for refinishing the gym floor
- \$9,000 to redo the ground floor
- \$3,000 for a site Master Plan, focusing on accessibility
- \$2,000 for a gym-floor entrance awning

In April the Board of Commissioners will have a meeting that is grant related.

## **WRITTEN REPORTS AND STATUS UPDATES**

The following reports were received:

- Internet – Mark Diaz. During January minor outages were noted. User devices for the month were 447: 16 new users and 431 returning. The busiest day for the month was Tuesday, January 8th, when there were 68 connections from 33 user devices. Vanessa Campbell asked about trends and use of the system, specifically about capacity use. Mark indicated that there have been occasions when 40-50% of capacity was used.

- AB-Tech HSE Class Partnership – Terri Wells.
- Youth Report – Peggy Baldwin.
- 4-H Report – Ruth Gavin.
- Outdoor Rec Team – Terri and Vanessa.
- Setting event dates for 2019 – John.
- SMCC Multi-Year Plan – John.
- Fundraising Team Report – Lynda.

## **COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT**

Keith contacted the county sheriff about additional surveillance for the Center and possible trash day support.

Christopher spoke about road issues and the Department of Transportation.

Christopher noted that Mary Ann Hannah would be willing to pay for a handrail for the ramp up to the gym.

Christopher noted that we may now be at the point where additional paid staff is needed for the Center.

The meeting was adjourned by Christopher at 8:20 pm.