

Sandy Mush Community Center

Minutes

September 10, 2018

Attending: Peggy Baldwin, Frank Barbara, Jean Barbara, Kevin Campbell, Vanessa Campbell, Erin Duckett, Dave Everett, John Gavin, Ruth Gavin, Christopher Jayne, Bruce Larson, John Loyd, Betsy Weinschel, Barbara Wells, Keith Wells

The meeting was called to order by President Keith Wells at 7:00 pm.

MINUTES AND FINANCIAL REPORTS

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

Financial Reports. The August Financial Reports were prepared by Treasurer Erin Duckett and distributed by email. **The Financial Reports were approved as submitted.**

During August, Total Income was \$1,000 and Total Expense was \$514, resulting in a Net Income of \$486.

Frank Barbara asked about the source of funds used to pay cleaning expenses. Erin noted that the funds had been previously designated and had not come out of the Building Budget.

NEW BUSINESS

Development Team. Vanessa Campbell reported. The name used to identify people who commit to making regular financial contributions to the Center—Supporting Families—has led to some confusion and an alternative—Foundation Families—was suggested. As a result of ensuing discussion it was decided that further consideration was necessary. A name change will not be pursued at this time.

ORAL REPORTS AND STATUS UPDATES

4-H Occupancy. Keith reported. He indicated that the Buncombe County Commissioners are supportive of the project, as first put forward by the SMCC Board of Directors in November 2017.

Building Team Report. Frank reported.

- A community member recently indicated that a diaper-changing table may be available for the Center's use. Such a table was included in the recent proposal submitted for the Community and Rural Development Mini-Grant.
- Motion detectors are being investigated that would connect with various lights, thereby reducing electricity use. They could also be used for gym heaters.
- Regarding the building project, it has been hard to get work estimates around Labor Day.
- The building project is growing more complex. The Building Team has been told that egress doors, with push bars, will be needed, and that the existing interior heaters, such as those in the basement kitchen and in the basement hallway, must be vented to the outside of the building. These and other considerations point to the need for a General Contractor to oversee the building project. (Projects in excess of \$30,000 must have a GC.) The Team recommends Ron Duyck of Ron Duyck Construction to function in that capacity.

In relation to this, Chris Jayne suggested that the Board of Directors might need to have a special meeting to discuss bid components, as it appears that the grant received from Buncombe County is likely to fall short of the amount needed to bring the building project, specifically making a top floor room available for 4-H use, to completion. Subsequent discussion indicated that the Center needs someone(s) to explore the *scope of project work* and the *conduct of project work*.

At this point Dave Everett provided some perspective on how to proceed. He noted that first, we need to decide on the ultimate goal of the project, and second, we need a "consulting general contractor" to determine project requirements. (John Gavin noted that the generally used term for such a contractor is Project Manager at Risk. John took this opportunity to thank the BOD and the Building Team for its efforts in support of 4-H.) Chris noted that this approach might help with capital fundraising.

In light of the perspective provided by Dave and the discussion leading up to it, Vanessa made the following **Motion: The Building Team will pursue hiring a project manager at risk for the building project, specifically Ron Duyck as recommended by the Building Team.** The motion was seconded and approved.

In response to a question from Bruce, it is understood that the project to be focused on is the 4-H project.

December Dance. Peggy Baldwin reported. She distributed a packet of four items relating to business sponsorships, including a letter, sponsorship levels, agreements, and previous sponsors. When reporting on business sponsorships, we will be reporting to Vanessa. Potential sponsors will need to be contacted and Peggy will send out email calling for volunteers.

Volunteer Dinner. John Loyd reported. A brief program was described, included words by Keith and team leads. The dinner begins at 6:30 pm on September 22nd, with set-up volunteers to come at 5 pm. Peggy is working on vegetarian meals and Barbara Wells will provide four desserts. Please reach out to potential attendees who may be out of the loop.

Library. Betsy Weinschel reported. She expressed her concern about the extension cords in the Library and is looking forward to their elimination. Discussion ensued, and she will contact Terri Wells regarding work status. Frank indicated that this is work that the Building Team could undertake if appropriate.

Betsy noted that the signs indicating that the Library is Open are working—people are coming in. VCR tapes will be leaving the Library and lots of good books can now take their place. Air fresheners are now being used in the Library.

Peggy asked about using the rest of the building, for example, the gym, when the Library is open. So long as there are no other activities scheduled and so long as there is adult supervision for youth, there was no objection by the BOD to the rest of the building being used.

Jean Barbara asked about smart phone connections. In her experience her connection is dropped after ten minutes or so. Bruce indicated that he would touch base with Mark Diaz on this matter.

WRITTEN REPORTS AND STATUS UPDATES

The following reports were received:

- Food Pantry – Kathleen Campbell
- Internet – Mark Diaz
- Buncombe County Community Development Grant – Bruce Larson
- Youth Report – Peggy Baldwin
- Rental Report – Peggy Baldwin
- WNC Communities Honors Award – Peggy Baldwin

COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT

In response to a request from a community member, Bruce (in his position as Secretary) asked the Board of Directors to give him permission to prepare excerpts of the Written Reports, primarily data oriented and with few personal identifiers, to be included in the Minutes. An example would be the number of families and people served by the Food Pantry. By so doing, community members will be better informed about SMCC activities. **Permission was granted.** Excerpts will begin in the October Minutes.

The meeting was adjourned by Keith at 8:25 pm.