

Sandy Mush Community Center

Minutes

November 20, 2020

Attending: Amanda Barnes, Kevin Campbell, Vanessa Campbell, Al Davis, Kurt Eckel, Christopher Jayne, Bruce Larson, John Loyd. *Eight people attended.*

The meeting was called to order by President Christopher Jayne at 7:12 pm.

MINUTES AND FINANCIAL REPORTS

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

Prior to the November meeting the Board met from 6 to 7 pm to discuss Board expectations and a Board orientation. A summary of the discussion will be placed in the Written Reports.

Financial Reports. The October financial reports were prepared by bookkeeper Christine Magnarella Ray of Do Good Books, LLC with input from and oversight by Treasurer Bruce Larson, and distributed by email. **The financial reports were approved as submitted.**

Bookkeeper's Contract. Bruce spoke briefly about the bookkeeper contract for 2021. There are few significant changes from the prior year. Most notably, services will be charged at \$35/hour with a monthly maximum of \$300. In addition, the Center will file IRS 990-EZ for 2020 in light of its overall activities, in particular grants. Preparation for that filing will be billed at \$35/hour, up to a maximum of \$350. **Adoption of the contract was moved, seconded, and approved.**

Draft 2021 Budget. Bruce reviewed the Draft 2021 Budget. A balanced budget was presented, with Total Income = Total Expenses = \$24,205. Vanessa Campbell asked how information regarding grants and other restricted funds might be included. Bruce will develop an approach and bring it to the December Board meeting.

NEW BUSINESS

Red Oak Holiday Party. Kevin Campbell reported. Our renter Red Oak wants to hold a holiday party for its staff—spouses and family members will not be attending--on Wednesday, December 16th, during its regular rental hours. Participants will wear masks, except while eating a catered meal. Afterwards they will do a deep clean of the building, including bathrooms, floors, high-touch surfaces, and take out trash. Governor Cooper's Executive Order 176 and associated FAQ suggest that this is an allowable activity. It was the sense of the room that Red Oak can proceed with its event.

Capital Improvement Team Update. Kurt Eckel reported. He reviewed the written report of the Team as it related to a recommended upgrade of the thermostats (and wiring) in the gym for Wi-Fi use—the gym is one of the few rooms in the Center that can be used at the present time—as well the replacement of the yellow CSST tubing from the gym heaters. Current tubing does not meet current code and is subject to lightning risk. Ken Sanders Heating and Cooling has quoted a price of \$1,439.38 to do the work. Funds to carry out this work are available from the 2019-20 Buncombe County Strategic Partnership Grant. **It was moved, seconded, and approved for Ken Sanders Heating and Cooling to undertake the upgrade and replacement.**

BOD-Food Pantry Meeting. Bruce and Kurt reported. The Food Pantry Liaison Committee met on November 2nd in the Yoga Room. All members—Martha Ball, Frank Barbara, Jean Barbara, Kurt Eckel, Bruce Larson, and Betsy Weinschel—were in attendance. Discussion centered on the challenges of running the Food Pantry during the pandemic when the demand for food has increased so dramatically.

Not only has the Pantry expanded its offerings to twice a month, but the number of households coming each offering has effectively doubled. The volume of food—approximately 14,000 pounds per month—has exceeded storage and made setup, take down, storage, and setup impossible. Hence the need to continue using the ground floor Community Room for the Food Pantry. Even if the Pantry were to meet once a month, at its current level of demand, setup, take down, storage, and setup is impossible. As a result of this meeting, the Food Pantry Team said that it would like to have a 90-day notice for any change in its current use of the Community Room. Following discussion, **it was moved, seconded, and approved to provide the Food Pantry with a 90-day notice before changing the use of the Community Room.**

At this time, Christopher noted that he had recently met with landscape architect Mary Weber on the grounds of the Center in preparation for developing a site plan. As part of her process, meetings with various groups will take place, e.g., the Outdoor Recreation Team and others.

ORAL REPORTS AND STATUS UPDATES

Board Nominations. Amanda Barnes and John Loyd reported. They have identified an outstanding group of new Board members. They will complete their nominations, including executive positions, and bring them to the December Board meeting. Tonight, the following nominees were put forward for three-year terms: Kevin Campbell, Steve Duckett, Amy Sue Moore, Ilsa Myers, Frank Ramirez, and Amy Surrent; Kurt Eckel was nominated for a one-year term. **The nominees were moved, seconded, and approved.**

Rec Team Update. Vanessa reported. The Buncombe County Recreation Grant was successful. The Center will receive \$6,000 to help pay for the refinishing of the gym floor. A quote of \$9,550 has been received from Hendersons Flooring to do that work. The additional funds to complete the work could come from the Rec Team restricted fund. Discussion raised the desirability of having cakewalk numbers included with the

refinishing. Vanessa will get in touch with Frank Barbara regarding incorporating that work in the quotation. Since the gym will be unusable for a period of time when the gym is refinished, it will be necessary to coordinate with Red Oak.

Food Pantry Inclement Weather Policy. Kurt reported. The Food Pantry Team would like to know if it is okay for them to move the Pantry in the event of inclement weather. It was the clear sense of the room that so long as there are no prior arrangements to use the Center, moving the Pantry to another day is fine and need only be coordinated with Kevin Campbell, who heads up building rentals.

WRITTEN REPORTS AND STATUS UPDATES

The following reports were received:

- Youth Report—Peggy Baldwin
- Pantry Report—Jean Barbara
- Internet Report—Mark Diaz

COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT

There being no announcements or comment, the meeting was adjourned by Christopher at 8:25 pm.