

# Sandy Mush Community Center

## Minutes

March 16, 2021

**Attending:** Frank Barbara, Amanda Barnes, Kevin Campbell, Al Davis, Steve Duckett, Kurt Eckel, Diana Gates, Christopher Jayne, Bruce Larson, John Loyd, Amy Sue Moore, Ilsa Myers, Frank Ramirez. *Thirteen people attended.*

The meeting was called to order by President Christopher Jayne at 6:05 pm.

### MINUTES AND FINANCIAL REPORTS

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

**Financial Reports.** The February 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.**

### NEW BUSINESS

**Red Oak Emergency Shelter.** Kevin Campbell reported. He summarized a request made by Red Oak for the Center to serve as the “disaster plan” site for their new women’s recovery program in Fairview. Some preliminary research about various concerns, such as liability, has already been undertaken and input has been received from a lawyer for Buncombe County. Issues raised by the lawyer included liability, being held harmless, and possible building inspection.

Discussion ensued, with Ilsa Myers wanting information about the age, census, and location of the women’s group before deciding. The likely duration of stay during a disaster is unknown and the likely expenses of such a stay are unknown.

Although the Board was supportive of the request, the questions raised, particularly the legal questions, require additional information. Kevin will compose a letter to Red Oak outlining concerns, especially legal issues, and share it with the Board.

**Yoga Room Rental.** Kevin reported. There has been an inquiry regarding the rental of the Yoga Room for virtual meetings such as those using Zoom. He distributed a form indicating that there would be a two-person in-room limit and a maximum time limit of 8 hours. Fees would be \$15 for the first hour and \$10 for each additional hour. It was the sense of the room that this was a good idea.

Kevin also distributed copies of the gym and kitchen rental agreements.

**SMCC Occupancy.** Steve Duckett reported. He met, on Wednesday, March 10th, with the Buncombe County safety manager, Chris Austin, to learn what the current Covid-occupancy numbers are for various rooms in the Center. Given the mandates in effect as of that date, they are:

Gym: 88 people in chairs allowing for walkways on either side.  
 Gym Stage: 6 people  
 Youth Room: 16 people  
 Yoga Room: 24 people  
 Library: 9 people  
 Commercial Kitchen (upstairs): 5 people  
 Community Room (downstairs): 20 people with chairs.

Numbers for the basement Coal Room are to be determined. A meeting with Anthony Chandler of Buncombe County general services could be scheduled to obtain more information regarding the requirements for that space.

**Google Calendar.** Kevin reported. He noted that the Center needs a calendar keeper, as there is no person who is currently designated for that purpose. Various people have access to the calendar but no one person oversees it. Likely this is a part of a larger conversation that would include website oversight, as well as Facebook and Instagram postings. Perhaps there should be a social media team? This item will be placed on the April agenda.

**Come to Leicester Tour.** John Loyd reported. He provided some additional information as a follow up to the February discussion on the Center's possible hosting of the Tour in August. He noted that artists make payments to the Come to Leicester Tour organization, not to particular venues, like the Center. Discussion ensued. As a result, **it was moved, seconded, and approved that the Center be made available for the Tour with priority to be given to Sandy Mush area artisans. The Center will be made available for free from the Friday afternoon of August 20th through the Sunday afternoon of August 22nd.**

It was noted that the traditional fish fry of the Big Sandy Mush United Methodist Church would be taking place during the Tour.

**Bylaw Change.** John reported. The text of a new Bylaw section—Article V, Section 10—was discussed and amended. The text follows:

Section 10. The President, Vice-President, Secretary, and Treasurer shall comprise the Steering Team. The purpose of the Steering Team is to help ensure the effective functioning of the Board of Directors and the purpose of the Sandy Mush Community Center as stated in Article I, Section 2. The Steering Team shall meet between regularly scheduled meetings of the Board of Directors to share information, identify and clarify matters for Board consideration, and help develop the agenda for Board meetings. The Team, at its discretion, can invite others to meet with it. In the case of an emergency necessitating Action

Without Meeting (Article III, Section 6), the Steering Team shall make it happen. The Steering Team shall not: elect or remove Board members; amend the Bylaws; hire or fire staff; approve or change the budget; or add or eliminate programs.

**It was moved, seconded, and approved that this new Bylaw section will be voted on at the meeting of April 2021.**

**New Position.** Kurt Eckel reported. For the information of new Board members, he summarized the decision to incorporate into the 2021 budget a paid volunteer position to assist with the conduct of the work of the Center. He suggested that the President put together a small task force to put together a job description/recommendation and bring it to the April meeting for discussion. Kurt, Kevin, and Frank Barbara volunteered to be a part of the Task Force. Please send an email to Kurt or Christopher if you are interested in participating in this work.

## **ORAL REPORTS AND STATUS UPDATES**

**Library.** John reported. The Library Team has reached consensus on having Jade Barnes as the lead for the Team; Jade will have a team supporting her in her work for the Center. **The team leadership of Jade Barnes was moved, seconded, and approved.**

Community members are looking forward to the Library being opened again. It was the sense of the room that the Library could be opened at any time provided that social distancing, masks, and hand washing is followed.

**Spring Fling.** Frank Ramirez reported. May 22nd is the tentative date for the Spring Fling. Plans are underway for the event and further information will be communicated as it becomes available.

**Strategic Partnership Grant 2021-22.** Christopher reported. He noted that he had received some follow-up questions from the Buncombe County Strategic Partnerships Officer about our grant proposal. Those questions were answered, and we are now awaiting further information.

**Preliminary Site Plan Update.** Christopher reported. Recently he met with representatives from a variety of teams, as well as some Board members, to go over the draft site plan developed by landscape architect Mary Weber. Among the changes suggested were to eliminate extensive ADA ramping by approaching the main entrance from the planned parking area in the back of the building, effectively on grade. A driveway around the building with two gates would eliminate the need for extensive ramping, allow for user drop off, and facilitate deliveries, while ensuring the safety of children and users.

Christopher will communicate this information to Mary Weber, who will then update the site plan.

**Veterans Project.** Bruce reported for Terri Wells. Reading from Terri's email, he noted that the veterans "team has finished compiling names, providing edits and approving our designed panels." Terri thanked Glenn Ratcliff for his work on the project. At this stage, she will review the project one final time, after which work with a local printer will begin to produce the panels.

## **WRITTEN REPORTS AND STATUS UPDATES**

The following reports were received:

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

Kurt noted that there is a need for additional volunteers for the Food Pantry.

Frank Barbara introduced himself to new members of the Board. Frank is a committed volunteer of the Center and has been actively involved in building-related work as a member of the Capital Improvement Team and as a member and lead of the Building Team. These activities draw upon his work as a building professional. Frank and Jean Barbara lead the Food Pantry Team.

## **COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT**

Kevin asked who might be able to communicate Center information by Facebook and Instagram. This is a matter that requires additional attention. The production of periodic newsletters is related to this.

Kurt has been making quarterly reports on the Buncombe County Strategic Partnership Grants and this seems like a good volunteer position. Please contact him if you would like to support the Center with this important work.

Bruce noted that there has been a request that written reports be posted online monthly along with the Agenda and Minutes. He had in mind regular reports, such as those of the Food Pantry Report, the Youth Report, and the Internet Report. It was the sense of the room that these regular reports can be posted online.

Christopher reminded everyone that it is important to send Agenda items to the Vice President in a timely fashion. This will ensure that meeting Agendas are accurate, and meetings can be conducted expeditiously.

There being no more announcements or comment, the meeting was adjourned by Christopher at 7:48 pm.