

APPROVED Gualala Community Center Board of Directors

Tuesday – November 12, 2024 – 1:00 p.m.

Gualala Community Center

1. Call to Order: 1:07

2. Roll Call: Kevin Evans, Leslie Bates, Whyte Owen, Barbara Pratt, Karen Russell, David Fouts  
Absent: Jami Sundstrum

Staff: Kathy M, De Williams, Volunteer: Paula Smith

Bill Matthews, Nancy Howard, Mary ellen bastian, Cathy Barnes, Susan Miletich, Cathi Mathews, Paula Smith

3. Approval of Agenda m leslie, s karen approved

4. Public Comments on non-agenda items: none

5. Approval of September 10, 2024 Minutes: Karen took 1st 30 mins, take the agenda and work with another board member to build responses. The only action taken was a vote on membership levels. Table to December meeting

Approval of October 8, 2024 Minutes- m whyte, s david approved

6. Correspondence/Presentations:

a. Primo Engineering and Consulting Services - Invoice #PEC 2402

b. Correspondence from Susan Miletich dated October 31, 2024

Both submitted for review by the board members, may be agendized in December.

7. Treasurers Report: David Fouts Motion to approve m barbara, s whyte, approved.

a. October 2024 GCC Balance Sheet

GCC accounts total approx \$700,000 Rebuild 1.5 million total  
\$2,300,000

b. GCC Profit and Loss Statement – October 2024

PNT Sales \$24,000, Expenses \$16,700

c. GCC Budget Statement – October 2024

Comparison Actual numbers to budget, sales vary. July-October: \$116,000 PNT  
Income is \$30,000 over budget.

8. Committee Reports:

a. Annex Expansion/Remodel Committee – David Fouts i. Progress Report - none  
Nancy reported on working with Adrian-need more information. PCC will meet again to discuss.

b. Building Maintenance and Operation – David Fouts

All is okay in maintenance, no leaks

Repairs have been completed by the hotel next door to water meter supports broken by large equipment parked there. Discussion of bollards to protect the box.

c. Funding/Grant Opportunities – David Fouts, Whyte Owens

GCC funding available to community-Tabled for December. Barbara reported the application is on the website. It needs to be updated. Karen will provide specifics on scholarships for the website.

Working with outside grant writers for rebuild was discussed.

d. Branding/Marketing/Newsletter – Barbara Pratt

Minutes will be published after approval by the board. A draft copy can be provided to the department heads. Suggested the PCC and Volunteers work with Karen for access.

Mailing for the membership Nov 18, all residents from Elk to Timber Cove. 3,644 total addresses. Special follow up Newsletter will go out to new members and renewing members. Can FB ads be shared? Dec 3rd giving Tuesday. Provided metrics for online presence. Noted we need a November Newsletter.

e. Department head/volunteer meeting – Karen Russell

General review of what has been happening, internet is now available at clothing.

## 9. Old Business:

a. Community Center Rebuilding Update:

None other than fundraising. General Contractor met onsite, consensus to start construction June 2025 due to weather concerns. GC is aware of the impact on PNT operations, they are willing to accommodate. Plans are to stage where the pink building is currently located. Plans to also work with/around the Farmers Market. 100% construction drawings are ready to submit for permitting. It may take 3-4 months for the county to review.

b. Capital Campaign Update – Kevin Evans

Kevin corrected a statement that there was a fundraising effort last year

i. Federal Grant Update – Kevin Evans

Still pending further government actions until after January 2025. Will be working with lobbyist on the state level.

Leslie announced \$6500 from Mendocino County Community Grants. Funds to be applied to the undergrounding of propane tank. Need to be used during the calendar year 2025.

ii. RCAC Loan Program – Kevin Evans

We do not currently qualify. Discussion of funding for construction if fundraising doesn't keep up.

c. Red/Pink Building Status – David Fouts

i. Payment to Primo Invoice #PEC 2402 in amount of \$1,150 additional charges- Coastal Commission needed more information.

ii. Payment to California Coastal Commission permit #1-91-166-A1 \$1528 to the Coastal Commission, check has been cashed. Questions are still going back and forth. Not clear when GCC will appear on the agenda. Discussion of the need for notice to demolish.

d. October 25<sup>th</sup> Pizza Fundraiser Recap – Paula Smith and Leslie Bates

Paula-\$5600 raised, met the lobbyist's Kevin will be working within the state level. 2 Fish has offered to do 2 more events. Leslie reported it was an open and receptive crowd. Kevin sent a Thank You.

e. Status of response to the Pay-N-Take Consolidation Committee Request dated October 8, 2024 – David Fouts and Karen Russell

Karen reviewed the process to develop the current plan. PCC has concerns that the volunteers and members were not provided an opportunity for input. Public Comment- Mediation was suggested. How did the project get this far without a financial plan?

David-stressed these are approximations based on past use. (report attached.)

Insurance costs are unknown at this time. Business plan remains the same as the past 65 years. Volunteer PNT operations will support the GCC. Budgeted amounts include funds distributed to the community. Discussion of debt to be serviced...we do not qualify for any loans. Planning for rental fees to remain close to what they were before, if not, a sliding scale would be used. Discussion of ongoing reservations, definitive answers are still needed going forward. This BOD is working to provide information and communicate going forward.

#### F. Membership Meeting

**Karen-Motion that the BOD schedule a General Membership meeting before the end of March 2025, with location to be determined. M Karen, S David, approved**

Discussion to open it up as a town hall meeting, inviting the general public. Add discussion of the bylaws to a future agenda.

#### 10. New Business:

- a. GCC Gala and event calendar for 2025 – Whyte Owen, Leslie Bates and Paula Smith  
2 fish event 1st quarter

Redwood Credit Union grant for Arts Center rental \$3,000 (½ regular rent)-  
look for volunteer organizer who can delegate, hire a caterer, discussion to ask to use  
TSR lodge, table for the December agenda.

- b. Past Board of Directors Minutes – Kevin Evans

Feb 2023-June 2024. Discussion of availability for members, can make a public records request, transparency of the project, publish on the website, state requirement for availability for members, hyperlink on web for access-read only, not download.

**Motion that prior GCC board minutes from Feb 2023-June 2024 be available in read only format on the website. M Barbara, S Leslie 5 yeses, Karen no**

*Karen wanted it noted that she felt it was important that the minutes be available and accessible but her vote reflected that she differed with the board on the means.*

- c. WiFi Connection for Clothing Department – David Fouts  
Installed and working.

#### 11.. Office Manager Report – Kathy McMurtry

Robust membership software pending, square terminal payment,

#### 12. Upcoming Dates and Events:

- a. Pay-n-Take – November 16
- b. Thanksgiving Day – November 28
- c. Lions Lighted Truck Parade – November 30
- d. Pay-n-Take – December 7
- e. Board of Directors Meeting – December 10
- f. Pay-n-Take – December 21
- g. Happy New Year – January 1

13. Adjourn to Closed Session 3:30 – Rebuilding Contract Update and Personnel

14. Adjourn to next Board of Directors Meeting December 10<sup>th</sup> at 1:00 p.m. – Gualala Community Center

24.11.12 New building expense approximations

Electricity old building:

1/16-12/17 (before solar) \$386/mo

1/18-3-20 (after solar) \$256/mo

4/20-12/22 (covid) \$110/mo

My take away: with 10% more building but with more natural light and newer energy efficiencies new building usage may not run \$300 /mo.

Propane old building:

7/17-6/18 \$296/mo

7/19-6/20 \$220/mo includes some covid

Current propane usage (only new building) \$65/mo

Old building then is \$296-65 operational \$231/mo.

Most of the usage in the old building was probably all the pilot lights, in the kitchen, furnace and water heater. None of these sources will be in the new building. Again, hard to say, but with energy efficiencies maybe \$150/mo.

General expenses old building:

Including: cleaning supplies, Hall M&R, kitchen M&R, pest control were about \$216/mo. Assuming the new building will, at least for the first few years, require less M&R \$200/mo would seem reasonable.

Utilities: internet \$100/mo , water\$100/mo , sewer\$300/mo ,telephone\$90/mo. These are the current expenses, \$590, so water and sewer would be higher with the addition of the new building. Call it \$700.

Taxes: property taxes on the old building (7/17-6-20) were about \$180/mo.

Property tax on the new building is about \$460/mo.

Property tax on the new building will be higher. The building permit from the county may shed light on that number.

Custodial expenses were about \$1000/mo.

Total expenses therefor may be about: \$3500/mo (assuming the property tax is \$100/mo)

Income for fiscal 18-19 was \$462/mo; for 17-18 was \$443/mo.

Additional expenses from the new building are, about \$3000/mo.

