

# Sandy Mush Community Center

## Minutes

*January 21, 2019*

**Attending:** Peggy Baldwin, Martha Ball, Frank Barbara, Jean Barbara, Kevin Campbell, Vanessa Campbell, Erin Duckett, Kurt Eckel, Lynda Emashowski, LuEllen Epstein, Dave Everett, John Gavin, Ruth Gavin, Christopher Jayne, Bruce Larson, John Loyd, Deni Surret, Betsy Weinschel, Barbara Wells, Keith Wells, Craig Worley. *Twenty-one people attended the meeting.*

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

Christopher thanked Keith Wells for his service as President, as well as Peggy Baldwin and Dave Everett who have completed their terms on the Board. In addition he welcomed new Board members Bob Campbell, John Loyd, and Deni Surret.

Christopher noted that he comes from a consensus perspective in which people should be willing to say that they are not yet ready to vote. Respect is key. He went on to note that we are all committed to a common desire to advance the Sandy Mush Community Center regardless of how long we've been here. Communication is key.

Although Christopher will not be serving on any teams, he would be glad to meet with any team as requested.

### **MINUTES AND FINANCIAL REPORTS**

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

**Financial Reports.** The December Financial Reports were prepared by Treasurer Erin Duckett and distributed by email. During December, Total Income was \$9,286, and Total Expense was \$1,584 resulting in a Net Income of \$7,702. **The Financial Reports were approved as submitted.**

Erin went on to summarize the particulars of the 2019 SMCC Operating Budgeting. In relation to this, she noted that the Center has about \$16,000 available in case of emergency.

### **ORAL REPORTS AND STATUS UPDATES**

**Food Pantry.** Jean Barbara reported. In December 36 households representing 95 individuals were served, with volunteers providing 91 hours of service. She noted that Leicester Baptist Church now has a food pantry—there are now three in the area.

Four new carts--\$60 each—were purchased for Food Pantry and Center use. Two were purchased by the Food Pantry and two by the Building Team. Peggy Baldwin suggested storing two of the carts upstairs in one of the stairwell areas so they will be easier to use for first floor activities.

In order to make people more aware of the Food Pantry, four double-sided signs were being made and are being put out at well-traveled locations in the area during the week of the Food Pantry.

Jean also noted that given the growth of the Center, Barbara and Keith Wells have agreed to purchase needed supplies for the building. If you need supplies, please call them at 683-3126.

Barbara and Keith have also agreed to work with Lora Surrett to schedule the cleanings of the Center. If you see questions about the cleanings, please reach out to them.

## **NEW BUSINESS**

**Library Report.** Betsy Weinschel reported. The new Library hours are:

10-2 on Mondays and Tuesdays  
 5-7 on Wednesdays  
 Hours of Food Pantry Days  
 Hours of Recreation Days  
 Hours of Events

She is looking for more volunteers to keep the Library open. (Martha Ball will send out a message asking for more volunteers.) Betsy noted that Tuesday is the busy day. John Thomas, who volunteers that day, will need keys for the Library and the front door of the Center.

On the matter of keys, it was noted in discussion that:

- The Center needs to develop a list of key holders.
- The Center needs to develop a key policy.

**Fund Raising/Outreach Team.** Vanessa Campbell reported.

- The first **Newsletter** of the year, to be distributed by mail, will go out shortly. Another will be distributed in May.
- The **Community Dinner** is coming up (Saturday, February 2nd). This is an opportunity to recognize Supporting Families—the Center now has 34—and have some fun. There will be no charge for the dinner. Dianne Frisbee is designing the T-shirts that will be available for purchase at the event. Help will be needed with dinner set up, so please contact Peggy if you can help.

- Lynda Emashowski spoke about **Instagram** and its merits as another way to get out the word about the Center. It is a visual medium, one that is more appealing to a younger group of users than Facebook. With Board approval, Lynda will start an Instagram account for the Center.
- Christopher and Lorrie Jayne will be writing the 2019-20 **Strategic Partnership Grant**. Please send ideas to Christopher by the end of January, so the grant can go out in early February. Specific projects with price quotes are needed for the grant.

In relation to grants, Frank Barbara suggested that the Center might want to investigate hiring a grant writer for some future grants. Connecting with this, Kurt Eckel pointed toward the value of investing in grant writing. Peggy noted that grant writing may be very appropriate for a larger, well-defined project such as that related to refurbishing the top floor of the Center. Jean noted that AB-Tech has a \$75 grant writing class that could be of benefit to the Center.

Vanessa and Christopher both spoke to the value of knowing the scope of activities of the Center's teams. This could be of help in developing future grants.

**Building Team Report.** Kurt and Frank reported. Kurt spoke of the Team's principal role of maintaining and supporting the wonderful building of the Center. This is a large task and there is real concern among the Team about the ever-expanding scope of its activities. In light of that, he would like the Board to consider the possibility of developing an Operations Group for the building. At this point Kurt indicated that Frank would continue the Team's report.

Frank noted that Christopher had sent out an email on the Subject of Moving Forward with Building Renovations Funded by Buncombe County in 2018. The email provided a detailed summary of activities and information relating to building renovations, especially including safety and permitting issues, time constraints on grant use, and meetings held with 4H leadership. This served as the background for **three motions all of which passed:**

1. The Building Team moves the SMCC engage Ken Sanders Heating and Cooling to install a propane fired, forced hot air heat system to heat the downstairs cafeteria, downstairs hallway, upstairs kitchen and a room to be determined later. The team proposes to use funds from the BC Strategic Partnership Grant to install the required electric and complete the project at a cost not to exceed \$10,775.82.
2. The Building Team moves the SMCC engage Ken Sanders Heating and Cooling to install an air conditioning system to serve the rooms listed in the prior motion with funds from the BC Strategic Partner Grant including electric at a cost not to exceed \$5,000.

3. The Building Team moves that the SMCC engage Asheville window and door to install storm windows in the 1st and 2nd floor kitchens utilizing funds from the BC Strategic Partnership grant at a cost not to exceed \$6,062.56.

Discussion surrounding the motions was extensive. In particular Dave Everett spoke of the importance of considering what the Center is running against—are we an owner or a tenant? We should consider whether we are a tenant or a manager in chief.

Upon passage of the three motions, Frank spoke about some additional building needs:

- The gym floor needs refinishing.
- Gym lighting needs work.

Completing his report, Frank noted that a changing table has been installed on the first floor and that electrical needs of the building are to be addressed.

## **WRITTEN REPORTS AND STATUS UPDATES**

Erin discussed the important distinction between employee and contractor. The Center has no employees, but it does contract for some services.

The following reports were received:

- Youth Program – Peggy Baldwin.
- Rental Report – Peggy Baldwin.
- Internet – Mark Diaz. During December minor outages were noted. User devices for the month were 571: 28 new users and 543 returning. The busiest day for the month was Tuesday, December 18th, when there were 106 connections from 42 user devices.

## **COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT**

Bruce thanked the Building Team and 4H, specifically John and Ruth Gavin, for working together to move forward on renovating the Center.

Peggy noted that she will not longer be serving as the go to rental person and that a new volunteer will need to be identified.

Christopher spoke briefly about the Journey Scholarship. Please contact him for more information.

The meeting was adjourned by Christopher at 8:53 pm.