

Sandy Mush Community Center

Minutes

March 18, 2019

Attending: Martha Ball, Frank Barbara, Jean Barbara, Bob Campbell, Kathleen Campbell, Kevin Campbell, Vanessa Campbell, Donna Diaz, Mark Diaz, Erin Duckett, Kurt Eckel, Christopher Jayne, Bruce Larson, John Loyd, Don Myers, Barbara Wells, Keith Wells, Susan Wilson. *Eighteen people attended the meeting.*

The meeting was called to order by President Christopher Jayne at 7:00 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 Treasurer Erin Duckett and distributed by email. During February, Total Income was \$3,324, and Total Expense was \$3,396 resulting in a Net Income of (\$72), that is, a deficit of \$72. As of February 28th, Available Funds were \$16,149. **The Financial Reports were approved as submitted.**

Erin consulted with Sonia Ponder Worley regarding tax filings for a nonprofit such as the Center. The Center's level of non-grant income indicates that the 990 form, rather than the EZ form, is appropriate and will make tax reporting easier. Jean Barbara requested a copy of the 990 for the Food Pantry.

Erin will give Bruce access to One Drive so grant information can be obtained.

NEW BUSINESS

Christopher reordered the Agenda as Vanessa Campbell will be joining the meeting later.

Set date for trash pick-up. Christopher reported. After discussion, it was proposed that Saturday, April 13th be the pick-up day. Christopher indicated that he would send out invitations to County Commissioners and relevant State Representatives to participate in the day.

Renovation Plan & Project Planning. Christopher introduced and John Loyd reported. Christopher noted that Bob Campbell and John have been working to provide perspective on and procedure for more involved projects at the Center.

John spoke about procedure—The Washington Nonprofit Institute served as a source of information. The SMCC Project Proposal—First-Floor Renovations, as submitted for the current meeting, provides a specific example of the procedure in use. The Proposal includes: Mission Statement (of the Center), Project Summary, Goal, Objective, Proposed Budget, Plan, Work, and Timeline.

The **SMCC Project Proposal—First-Floor Renovations** was **moved, seconded, and approved with (a) one edit and (b) an understanding:**

(a) Under **The Plan**, the bullet “Install a new floor, includes hallway and main room(s).” be replaced by “Install a new floor in the main room.”

(b) It is understood that “the Top floor renovations approved by the BOD will be halted for the time being, and the 2019 Buncombe County Strategic Partnership Grant funds will be used for the First-Floor/Basement Renovations. The intent of the grant, and the commitment of the BOD to providing space for our youth groups and other community organizations remains unchanged.”

Long-Range Planning Committee. John reported. The Committee now has two members but will soon expand to four or five members. The Committee will do a SWOT (Strengths, Weaknesses, Opportunities Threats) analysis for the Center, with many people being asked to participate. Presently, the time horizon of the analysis is unclear.

Kurt Eckel thanked Bob and John for their work. He then asked if the Committee would be going to evaluate existing programs and activities? John said that such evaluation would fall under the scope of the Committee.

It was moved, seconded, and approved to formally establish a Long-Range Planning Committee.

Building Team. Frank Barbara reported. Recent activities of the Team include:

- Storm window installation
 - Heating system installation
 - Electrical work completed and inspected
 - Internet wiring was run in Library
 - Four hi-lumen commercial light bulbs procured and installed in the gym.
- Recommendation:** the remaining gym lights be similarly replaced

Action needed:

- Internet closet doors
- Sash ropes for ground-floor kitchen windows
- Insulation for ground-floor hallway
- Disposition of gas heaters
- Disposition of salvageable metal line

- Additional electrical outlets in ground-floor kitchen
- New lighting in ground-floor kitchen—perhaps use old light fixtures from the top level of the building
- Determine paint colors for the ground-floor kitchen
- Determine new floor colors

Frank indicated that he would like to proceed with the lights in the gym. Erin noted that under \$200 would be easy to do. Christopher suggested that we look at the grant and see if the lights are consistent with the grant.

In follow up, Kurt requested that people with input about paint colors or flooring contact the Building Team. Kevin Campbell indicated that additional help on the first-floor renovations would be welcomed, especially with painting.

Frank noted that he will be talking with Dave Everett about taking down the trees in front of the Center.

Youth Report. Vanessa reported for Peggy Baldwin. Two items were mentioned.

First, building upon the success of the Winter open recreation time, the Youth Team would like to add a summer time like last summer. Based upon a poll of current participating parents, it seems that the open time Thursdays from 10:30 to 12:30 would be best. The dates would likely be June 20th through August 1st, skipping the July 4th week. **It was the sense of the room to proceed with this provided that there is no conflict with prior obligations.**

Second, the Buncombe County Literacy Council has offered to talk with us about training some Sandy Mush community volunteers to offering reading tutoring to Sandy Mush students and adults who wish to improve their reading. Upon consideration, it was decided to discuss this at a later time.

Quilt Project. Vanessa reports for Peggy. Two items were mentioned.

First, updating the quilt gallery which was set-up at least two years ago. This may include the return of some quilts, quilt cleaning, and some new quilts.

Second, organize a group to create a community quilt.

It was the sense of the room to proceed with both items.

Related to the matter of craft, John mentioned that Barbara Vassallo of the Mountain Lady Farm Project would be holding Community Craft Day on April 20th from 10 am to 1 pm. This is the annual egg-dyeing event—it will take place in the ground-floor kitchen.

ORAL REPORTS AND STATUS UPDATES

Food Pantry. Jean Barbara reported. In February, 54 households representing 170 individuals were served, with volunteers providing 99 hours of service. March numbers are similar. Donations to the Food Pantry from Big Sandy Mush United Methodist Church are gratefully acknowledged.

Manna Express, which provides additional food opportunities, was here for the March Food Panty. It will likely be coming every other month in the future. Manna recently had a site visit of the Food Pantry and it seems like everything is going well.

Jean and Frank attended a seminar at Manna FoodBank on getting people to eat better.

Jean asked if another pop-up canopy can be purchased? This is needed for the Food Panty and could be used for other Center activities. It is expected to cost less than \$200. Erin suggested that we need two canopies. **It was moved, seconded, and approved to purchase two quality pop-up canopies.**

Event Dates. John reported. He presented tentative list of event and dates, asking for input. He will bring an updated list of dates and events to the next BOD meeting.

Spring Fling. Christopher reported for Ruth Gavin. The Spring Fling will take place on Saturday, May 4th at the Center from 11 a.m. to 3 p.m. Ruth is looking for folks to sell T-shirts.

WRITTEN REPORTS AND STATUS UPDATES

The following reports were received:

- Quilt Gallery/Community Quilt – Peggy Baldwin
- Youth Report – Peggy Baldwin
- Internet Report – Mark Diaz. On February 4th there was a roughly seven-hour outage to a cable cut on Early Mountain Road. User devices for the month were 453: 12 new users and 441 returning. The busiest day for the month was Tuesday, February 7th, when there were 46 connections from 25 user devices
- Sandy Mush 4-H update – Ruth Gavin.
- Outdoor Rec Team Next Steps – Vanessa Campbell.

COMMUNITY ANNOUNCEMENTS AND PUBLIC COMMENT

There were no announcements or comments.

The meeting was adjourned by Christopher at 8:30 pm.