

Key Peninsula Civic Center Minutes: February 12, 2009

ATTENDEES			
Executive Committee	Board Members	Affiliates	Guests
P Bruce Macdonald	A Julie Boardman	A Gloria Bowman, KP Baptist	P – Tim Kalhoun/Cub Scout Pack 222 P – Joyce Neiman/Union High School & Museum
P Loyd Miller	P Tom Boardman	A Leona Britt, KP Historical Society	
P Phil Bauer	P Claudia Loy	A Claudia Jones, KP Fire Dept.	
P Ben Thompson	P Dale Loy	P Lou & Bob Mauk, Senior Society	
P Doug Austin	A Kathleen Degginger	P Irene Torres, KP News	
P Holly Hendrick	P Peggy Gablehouse	P Dan Vanderpoel, Boy Scouts	
A Mark Roberts	A Sylvia Haase		
A Pat Medveckus	A Betty Kelley		
	P Tim Kezele		Staff
	P Sharon Miller		P - PJ Kezele (KPCCA)
	P Jud Morris		
	P Shirley Olson		
	A Mike Salatino		
	P Rick Sorrels		
	P Ed Taylor		
Topic/Presenter	Discussion		Motion/Action
CALL TO ORDER			
Welcome guests: Bruce Macdonald	Joyce Neiman requested use of the Civic Center for what will probably be the last Union High School reunion on June 6th, as she is a member of the final class and not many graduates are still alive. She proposed to pay the deposit, use the gym at no charge and give the proceeds of the event to the Civic Center. Bruce noted he was willing to allow the date be held for this occasion. Phil made the motion to allow use of the gym for the UHS reunion; Sharon 2 nd ; all approved, no opposed.		MSA
REPORTS			
Secretary: Holly Hendrick	Minutes amended to add Frank Slater as VP on KP News Publishing Board and to remove "probably" from Rick Sorrells' statements regarding the zoning at the KPCC in the January minutes. Loyd made the motion to approve the Jan. minutes as revised, Ben 2 nd ; all approved, none opposed.		MSA
Marketing/ Facilities Coordinator: PJ Kezele	Cub Scouts are coming to the Civic Center on Feb 28 th to retouch the paint in the gym and clean up the stage.		
Treasurer: Doug Austin	Monthly expenses for January were higher than forecasted. The KP News repayment will begin in June or July in order to allow the newspaper to become more financially stable. PJ pointed out that all the income for the KP News coffee table book was received in 2008 (13K) and all the expenses will be reflected in 2009. KP News 2009 budget was presented. Motion to approve the budget made by Doug, Jud 2 nd . Discussion regarding Independent Contractors not working in the facility needs to be covered under L&I. Vote called: all in favor, none opposed.		MSA
President: Bruce Macdonald	The Fire Marshall reports that if there are less than 40 people in the Library, it is okay to rent without a second exit. The Committee Sign-up sheet was passed around again with a request for someone to help Loyd & Phil with the Grounds & Maintenance responsibilities; suggestion was made that anyone interested in helping needn't be obligated to attend the KPCCA meetings. The need for a summer event to offset the revenue loss from the Flavor of Fall was suggested for the Events Committee. "Thank you for your past service" gift was given to Ed Taylor.		
STANDING COMMITTEES			
Budget & Finance: Doug Austin	PJ got the 1099 & W2s completed quickly in January.		
Building, Grounds & Maintenance: Loyd Miller	The breezeway remodel has not been scheduled. Claudia Loy will work on getting donations for the project next week. The Fire Marshall cited the Civic Center for four violations that need to be remedied by Feb. 19 th .		

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Building, Grounds & Maintenance: Loyd Miller	<p>1. Exit sign needed in the Library (Loyd hung up a non-lit sign; Rick Sorrells offered to donate a lighted sign if needed)</p> <p>2. The fire alarm needed to be tested (tested today)</p> <p>3. Fire Extinguishers needed to be checked (AAA came & verified; Loyd doesn't know why they didn't automatically come to test the extinguishers this year)</p> <p>4. Fire Suppression System in the Kitchen needs to be replaced. The Fire Suppression system needs to be upgraded to a "wet" system and was estimated to cost \$2715 (quote from AAA). Second quote from First Stop Fire & Safety recommends getting a used system through a restaurant supply store. No decisions made at meeting; Loyd is hoping for a 6 month extension.</p> <p>Claudia Loy recommended replacing electrical stove with gas stove; Ed Taylor was opposed. Discussion concluded with suggestion to ask insurance company about safety issues.</p>	
Human Resources: Peggy Gablehouse	No report.	
Events & Programs:	No report.	
Development & Fundraising:	No report.	
AD HOC COMMITTEES		
KP News: Mark Roberts	In lieu of Mark's absence, Irene Torres reported the Marketing Report was completed with PJ, Danna & Doug's help. The KP News is considering bringing classifieds back, due to public outcry. There will be a Staff Retreat on March 14 th ; any KPCCA members are welcome to attend the morning portion of the retreat. Two new sales reps, Lori Deacon Boll and Toni Gibbs, have been hired at the paper; a third sales rep position is open.	
KP Fair: Tom Boardman	There will be no KP Fair in 2009; the committee is seeking input for the 2010 fair. KP Fair meetings are open to everyone in the community.	
Livable Community Fair: Tim Kezele	The committee has sent out 30 sponsorship letters and the press release is ready for distribution. "Touch a Truck" activities will be added to the event this year and Jeff Charbonneau is allowing use of his adjacent lot for the truck displays. Chad @ KP Parks is coordinating this portion of the event. The next Livable Fair meeting will be on March 10 th @ 9am.	
Skate Night/Teen Dance: Tom Boardman	<p>Skate Night is going well; a few small changes have been made.</p> <p>The most recent Teen Dance had a good turn out with no problems during the event. An article in the KP News reported "Boardman burn out" regarding the dances. There has been a lot of good, local support from teens wanting to help with the dances as a result of the article.</p>	
AFFILIATES		
Boy Scouts: Dan Vanderpoel	Nothing to report.	
Cub Scouts: Tim Kalhoun	Cub Scouts will be helping with the stage clean-up and some gardening tasks on Feb. 28 th .	
KP Lions: Pat Medveckus	No report.	
Senior Society: Lou Mauk	Seniors are doing well; today they had a loud Valentine's Day party. The cupcakes and coffee this evening were provided by the seniors.	
KP Historical Society: Leona Britt	Joyce Neiman reported that the new Museum sign has been hung up on the post in the front parking lot. Also, the museum is experiencing problems with the heat.	
Children's Home Society: Jud Morris	An open house is scheduled for Feb. 18 th between 4:30-6:30pm to celebrate the remodel. Councilman Terry Lee will be in attendance. Please RSVP by Feb. 13 th .	
KP Baptist Church: Gloria Bowman	No report.	
OLD BUSINESS		
Crab Feed: Loyd	Loyd thinks he has plenty of volunteers during the event, including the Boy Scouts who will set up the tables and chairs between 12-1pm. The Loys offered to help with clean-up. The banner in Key Center will be hung tomorrow. 50 tickets have been sold so far.	

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Audit: Doug Austin	Doug recommends, due to a new bookkeeping system in place, that the KPCCA wait 6 months to schedule an audit and to decide at that time whether an internal audit (no cost), audit report (2-3K), or formal audit (4-5K) needs to occur. It was reported that the KPCCA bylaws require an annual audit, unless the board votes against it. An audit would check for embezzlement and inconsistencies in the books and, per Jud, is often necessary in order to apply for grants.	
Building & Renovation Report: Ben Thompson	Ben presented a short report regarding the need to upgrade the Civic Center and Annex buildings and, possibly, build a new building for additional community rentals. A new building would cost 1+ million dollars; repair and upgrading the existing facilities are forecasted to cost 225K. The Building & Development Committee will meet on February 19 th (next Thursday) at 6pm to discuss where to go from here. Invitation to community (Community Works note) for a meeting on the 3 rd Thursday in March @ 6pm to discuss building possibilities (Holly will submit notice to the KP News).	
NEW BUSINESS		
Geneva Funds	5K received from the Geneva Fund for the "benefit of Family & Children" appears to be restricted funding on the KPCCA books. Question about why the funds are restricted and whether they can be used for the fire suppression system replacement that would benefit the seniors (who use the kitchen the most often). Sharon believes there is a letter that came with the check regarding the usage guidelines. The Executive Committee will find the letter, review it, and make a decision about use of these funds.	
Pioneer Days: Ed Taylor	Ed suggested that since there will be no KP Fair this year, that someone consider revitalizing the Pioneer Days celebration at the Civic Center this summer. Claudia suggested contacting Cinda Baldwin to help organize; Tom Boardman offered to lead the project. Need to find a weekend without another community event, preferably in August.	
MEETING ADJOURNED		

Respectfully submitted by Holly Hendrick, KPCCA Secretary.