

Key Peninsula Civic Center Board Meeting Minutes: March 9, 2023

ATTENDEES							
Audit Committee	Board Members	Affiliates	Guests				
P Bruce Macdonald - President P Tim Kezele – 1st VP P Herb O’Niell - Treasurer P MiKail Palmer - Secretary P Ellen Le Vita - At Large P Caleb Lystad - At Large	P Holly Baker Phil Bauer P Rena Blalock P Peggy Gablehouse Claudia Jones P Claudia Loy Dale Loy P Pat Medveckus P Karin Millie Rachel Newhouse John Nichols P Dale Skrivanich	P KPHS, Tim Kezele P CHS, Perry Shaw FFR Co-op, Karen Olsen Seniors, Flo Williams Boy Scouts, Chris Quill Pentecostals, Roger Roth TWAA, Pat Medveckus P KPBC, Paul Jensen P Fuchsia Club, Dale Skrivanich	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; background-color: #cfe2f3; padding: 5px;">Staff</td> </tr> <tr> <td style="width: 10%; text-align: center; vertical-align: top; padding: 5px;">P</td> <td style="padding: 5px;">Pat Bean Shabadrang Khalsa</td> </tr> </table>	Staff		P	Pat Bean Shabadrang Khalsa
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Agenda Item/Presenter	Discussion	Motion/ Action					
Welcome guests: Public comments: Additions to the agenda:	Call to order: 7:05 p.m. by Bruce Macdonald, President Perry Shaw with CHS introduced himself. He is temporarily overseeing the location here at the Civic Center.						
REPORTS							
President: Bruce Macdonald	<ul style="list-style-type: none"> - Process ongoing for maintenance/janitorial position. There is a candidate that the job has been offered to, contingent on background check. She needs the apartment - that will be part of her employment. - Work needs to be done on the apartment. Working with ServPro on the black mold problem in the apartment to make it safe for occupancy. They will also clean the carpets. Cleaning bid \$650; abatement bid around \$3,000. Black mold is something needs to be professionally cleaned. To stop moisture from entering the building, the plan is to dig three feet away from building, expose wall and seal/caulk it and put gravel back in. 						
Secretary: MiKail Palmer	<ul style="list-style-type: none"> - Ellen Le Vita motioned, Herb O’Niell seconded to approve the February board meeting minutes. Unanimous pass. - Bruce asked that thank-yous and requests be acknowledged by the secretary in the monthly meeting. Pat will pass any received on to MiKail to report. 						

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Treasurer: Herb O’Niell	<ul style="list-style-type: none"> - -\$12,500 for the current month. Did not make as much money as in January. Big payment made to WiFi. Quite a few repairs were made as well. - Bank balances are good right now. Forging ahead. - Newspaper contributed \$1,000 to insurance annually, but now they have their own insurance, so those funds will no longer be contributed. - Claudia Loy asked what investment options we have for \$100,000 endowment fund. Can we get higher rates? Bruce stated that it can only be overseen by the investment group. Quarterly reports are sent to the office - these can be made available for board review to look into possibilities. Could we have someone from the foundation come out for a meeting, or have a phone call? Herb suggested sending out the quarterly report to the board, then the board can ask questions to be reviewed at a future board meeting.
Operations Manager: Pat Bean	<ul style="list-style-type: none"> - Crab Feed - 130 tickets sold so far. Approximately 250-260 is max. - Compost & soil sale - pick-up is March 26th - 1-4 p.m. 720 bags of product available - 280 bags have been sold. - Fliers available for crab feed and soil sale for board members to take and post. - Email from PenLight - they will give \$2,000 sponsorship towards Liveable Community Fair. - A request was put in to Key Peninsula Healthy Community with Elevate Health regarding the gym lift. \$1,000 bill for safety testing. They will provide us with the money to cover that. -
Facilities Tim Kezele	<ul style="list-style-type: none"> - Sidewalk light timer back up. - Light fixtures out front updated - Waiting on bids for fixing the rotting wood around windows on exterior
AD HOC & STANDING COMMITTEES	
AFFILIATES	
Senior Society:	No report
KP Historical Society: Tim Kezele	Third week of the season being open - Tuesdays and Saturdays from 1-4 p.m. A school field trip will be visiting in the next few weeks. In the last 9 months of building permit for library hall - need \$25,000 to buy rest of materials - working on that. \$387,000 to restore the hall.
Boy Scouts:	No report
TWAA:	Teaming up with Mustard Seed to offer a hootenanny once a month - singing. 3rd Tuesday of month 2-4 p.m. Next one is March 21st. Open mic cafe at LIC April 11th - 6:30 to 9 p.m. Come listen/sing/read poetry. Offering coffee/beer/wine. Open mic with Mustard Seed May 13th - 2-5 p.m. - more for family and student performance. Possibly

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	doing another co-sponsor for Contra Dance in June. Plans started for Art Walk - it will be August 2nd.	
Children's Home Society: Perry	Going through staff transitions. Currently sourcing for a manager and family managers. Trying to have more staff on board at all times. Plan for the next couple of years - adopt a mobile outreach to go to people for needs, while still keeping the brick and mortar location here.	
KP Baptist Church: Paul Jensen	Meet Sunday mornings and Wednesday evenings. All are welcome. Let them know of anything they can do to further help with the Civic Center. Awana is going strong.	
Lakebay Fuchsia Club: Dale Skrivanich	Getting ready for fuchsias - they are all starting to come up. Ordered more that will be here for May 12th activity. Garden is being cleaned up and gravel getting ready to be put down.	
Pentecostals:	No report	
Fresh Food Revolution:	No report	
OLD BUSINESS		
WiFi Project	Project is almost done. This same company can back-up our system for \$20 per month. Herb and Pat will look into that.	
NEW BUSINESS		
Crab Feed	<ul style="list-style-type: none"> - Coming up on March 18th. High volume of volunteers needed. Crab feed is 4-7 p.m. Start setting up by 12 p.m. Need set up, taking tickets, servers. Kitchen is taken care of. Clean up and tear down help needed. BSA doing set up and tear down. Possibly do a 50/50 ticket if someone can do it. Shopping will be done next Thursday for kitchen items. Market will be donating 30 loaves of Italian bread, Peggy will pick-up bread. - Pat and MiKail will work on getting a volunteer list together to email out. - Hole punch for tickets that are already purchased, so people can keep tickets and cut down on any confusion. 	
Fundraising	<ul style="list-style-type: none"> - Long-term planning needed for financial viability of the center. Help is needed from board members to look into different options for fund-raising, grant writing, etc. 	
Emergency Shelter - Mustard Seed	<ul style="list-style-type: none"> - Holly Baker spoke to James at Mustard Seed Project about utilizing Civic Center as emergency space in case of catastrophe. This is not a shelter situation - just someplace to put residents for a matter of hours while other shelters are sorted. They would need kitchen use as well. For roughly 30-60 people. We would be their third option - they need 3 potential places to put people. Claudia Loy made a motion to have Holly work with Mustard Seed Project to get this started. Seconded by Dale Skrivanich - unanimous pass. Holly will have James reach out to Pat and Herb with paperwork. 	
General Comments:	<ul style="list-style-type: none"> - Everybody who works in the kitchen with food must have a food prep card. Paul mentioned at skate night that as long as someone in the kitchen has food prep card, all are covered, but that is not correct. - Claudia Loy brought up PickleBall options at Civic Center. Upwards of 40 people are playing on designated day at LIC - another day will be added. The Parks Dept is looking into the possibility of setting up tennis courts for that, but no other plans are in place to set anything up at the Civic Center at this time. 	

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ADJOURNMENT

	Meeting adjourned at 8:32 p.m. by Bruce Macdonald Submitted by MiKail Palmer	
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