

# KEY PENINSULA CIVIC CENTER

## BOARD MEETING MINUTES

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Date: July 13, 2023

Time: 7:05 p.m.

Meeting called to order by: Bruce Macdonald

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### IN ATTENDANCE

#### Executive Committee

Bruce Macdonald, President  
Tim Kezele, 1<sup>st</sup> VP  
MiKail Palmer, Secretary  
Herb O'Niell, Treasurer  
Caleb Lystad, At-Large

#### Board Members

Claudia Loy  
Karin Millie  
John Nichols  
Holly Baker  
Dale Skrivanich

#### Affiliates

Tim Kezele, KPHS  
Jena Henak, KPBC  
Dale Skrivanich, Fuchsia Club

Staff – Pat Bean  
Bill

Guests – Stephanie Whitt (Refit), Jennifer Bailey (Refit), Paul Jensen, Chris O'Niell

### APPROVAL OF MINUTES

The June 2023 minutes need to be approved. Herb motioned, Caleb seconded. Unanimous pass.

### REPORTS

#### President – Bruce Macdonald

- Proposed making the Refit group an affiliate of the Civic Center. No objections noted.
- Direct mailing has been quite successful. The details are in Pat's report. A big thank-you to John Nichols and Karin for putting mailing together.
- A refinishing of the floor in the gym is potentially happening the Saturday of Labor Day weekend.
- Should a capital construction campaign be considered in the future? Possible projects include building a shop over the current fish pond, a total refinishing of gym floor and tennis court. Last bids for refinishing floors was \$25,000 (gym) and \$35,000 (tennis courts).
- We are currently looking for replacement kitchen manager for skate night.

- Interior paint being done in main building
- Rachel is working on filling volunteer position in the office

#### Treasurer – Herb O’Niell

- June statement of activity is looking slightly better than May.
- Budget versus actual review has been performed this month to make sure things are on track for 2023. Budget is looking quite good. Herb will continue looking at various ways to format the budget to more clearly illustrate where exactly money is going in and out. Having a solid year of accurate QuickBooks info should make next year’s budgeting go much faster and smoother.

#### Operations Manager, Pat Bean

- This month there are several quarterly expenses: payroll taxes, monthly 941 federal, etc.
- Pat confirmed that booth space for winter warm-up is \$50 per booth
- A request has been made for a quincinera for 300 people, with alcohol being served. There was discussion on the subject of logistics by the board. Pat will update if the group requesting the rental decides to move forward.
- There have been 23 donations totaling \$13,354 so far for the appeal letter drive.
- Pat is celebrating one year with the Civic Center next week – he extended a big thank you to all the board and affiliates for all of the help during this time!

#### Facilities – Tim Kezele

- Floor in Whitmore room has been cleaned and refinished.
- Paint is being touched up throughout the facility
- Hot water tank and HVAC work – vent was placed outside
- Dana’s Heating coming out tomorrow to treat one of the units with an error
- Parking lot striping has been completed
- Shabadrang is cleaning up skates and skate boxes over the summer and cleaning up blue room
- The old fireworks stand is up for grabs or ideas
- Jena reported that one of the girls from their group ran into a bat in the library. Bill will look into it.

#### **Affiliates**

KP Historical Society – getting really close on fundraising goals for end of permit. The flooring is going in currently. Open T and S 1-4 p.m.

KP Baptist Church – Jena reported on Sept 3<sup>rd</sup> there will be an outdoor church service in gazebo if floor ends up being refinished that weekend. A little less than 40 people at Dr. Simms meeting last night – good questions and discussion. Awana program – 45 kids registered through school year, 6 kids going to summer camp at the end of this month.

Lakebay Fuchsia Club – weeding and watering and fertilizing are being now. Fuchsias are in bloom.

#### **OLD BUSINESS**

##### Art Walk

- August 2<sup>nd</sup> – Chris reported there will be a library book sale, wine tasting at IGA, draft beer and cider at another bar, more younger artists this year, two music venues.

- The Civic Center will have a booth running 4-8 p.m. Set up starts at 2 p.m. If you have a canopy, let Dale know. Brick sales will be happening at that time. Volunteers needed to help with that.
- Karin had an idea that we should have t-shirts for volunteers for activities like this.
- Informal meeting 10 a.m. Friday July 28<sup>th</sup> at KPCCA office for those wanting to be involved.

#### Blues, Brews, & Brats:

- October 7<sup>th</sup> - Rhythm & Blues, Brats & Brews – new name. In celebration of Phil Bauer. Met with farm tour people – we will be a pit-stop on the farm tour. Serve brats and sodas. Volunteers will be needed for that. Patty Ghioffi will be working in the kitchen. Evening event will be advertised in farm tour information.

## **NEW BUSINESS**

### Pierce County Grant

- \$10,000 grant available for whoever on KP comes up with best idea to spend it. Presentations will be at Mustard Seed Project on July 27<sup>th</sup> at 11 a.m. Three minute or less pitch. For projects that can be completed in 2023.

Claudia Loy would like to do a Jimmy Buffet style beach event at the Civic Center in February.

## **NEXT MEETING**

Next meeting will be held on August 10, 2023 at 7:00 p.m.

Meeting was adjourned at 8:40 p.m. by Bruce Macdonald