

AGENDA FOR March 4, 2014, 5:45 PM Sterling Community Center  
STERLING COMMUNITY CLUB

1. Approval of Agenda – Motion to amend / approve
2. Minutes of last meeting - Motion to amend / approve
3. Treasurer’s Report - Motion to approve for audit
  - Quick Books Report - Debbie Debnam
  - Current Bills that need paid - Debbie
  - Bills forthcoming –
  - Report on Grant money - Bob
    - Grant Monies remaining \$85,820.32 - AK State Grant
    - State Single Audit Required for 2012 & 2013 – First phase completed for both years, Received 2 RFP’s back, hired Foster & Company. They donated \$7000 off normal price, March 31 completion

**OLD BUSINESS**

1. Construction Update: Bob
  - Ordering another 30’ of wall pads for the north wall
  - Concession & Vending equipment being ordered
  - Street Sign bids are being taken
  - Window Coverings for office being ordered
  - Ordered more Bookshelves for the library, will start to build in March
  - Will get a cabinet/desk design made up for the office – SBS design being modified
  - Need to get Emergency Generator bids (3 phase, 94 kva, 208 volt & 260 amp)
  - Projector Screens being ordered
  - Base molding to complete locker rooms being ordered, locker room showers panels need completed
  - Need gas hooked up to school house
  - Kitchen rollup door installed
  - Facility & Gym Sound Systems ordered
  - New bathroom panel still needs to be installed & washer / dryer hooked up
  - Need to order 20 eight foot banquet tables – will check with Save-More
  - DEC kitchen paperwork signed & submitted
2. Safety Walkway Plan (Grace)
3. Valentine’s Day Dance & The Taste of the Kenai events were successful
4. Computer safety software still needs installed
5. Membership / Facility fee changes? (should we have a workshop to address items below)
  - Do we charge for memorials or just ask for a donation?
  - Do we reward those who volunteer?
  - If a person volunteers as an instructor or supervisor of an event, how many children, if any, can participate for free in that event?
  - Do we give discounts to people that buy punch cards for all functions?
  - How do we deal with political meetings of candidates? Are elected legislators considered a community event and no fee is charged for use of facility?
  - We need to decide if we are charging enough or too much on our rental fees
  - Does the Board have the discretion to negotiate rental & deposit fees?
  - Is it time to hire maintenance, cleaning & set-up/take-down clean-up person?
    - If so, how would we do that, should it be an employee or a contract person? Should they have a business license etc.
  - Do we adjust our cleaning fees according to how many people attend an event
  - Do we require liability insurance and indemnity for sporting events from the renter?
6. Door Keys / combination door locks being bid
7. Soldotna Chamber Membership
8. New office printer / fax put in service
9. Roller derby demonstration

**NEW BUSINESS**

1. Renae Wall is on vacation
2. Received resumes for Vista position, assign a hiring committee, must have someone hired by Friday.
3. When do we charge or not charge for use of the Center. When is it a community event?
4. Need to do a Annual Event Calendar
5. Need to do a 1 & 5 year facility budget

**PUBLIC COMMENT**

**NEXT MEETING** – Annual Meeting - 5:45 April 8<sup>th</sup> in the SCC Conference Room

**ADJOURN**