

Sterling Community Center Inc.

Minutes of July 16, 2015

Board members present: Bob Oakes, Debbie Debnam, Mel Hutchinson, Melissa Daugherty, Leora Pooler, Terry Buffo. Grace Merkes – member, Rochelle Hanson - coordinator.

1. Meeting was called to order by Bob Oakes at 5:45 in the SCC Conference Room.
2. Motion to approve agenda by Debbie, 2nd by Melissa, no opposition
3. Motion to approve the May minutes by Leora, 2nd by Debbie, no opposition.
4. A. QuickBooks report by Debbie.
 - a. Funds relating to Card St. Fire discussed.
 - b. Borough Grant for Emergency Generator report given by Bob. The generator is installed and the final paperwork has been submitted. The borough will reimburse us \$35,000. The installer has not been paid as we do not have the manual, the keys or proof that it is working. Mel will work on testing the generator.

Motion to approve Treasurers Report by Melissa, 2nd by Mel, no opposition.

Old Business

1. Gym projector project waiting on protection cage and installation.
2. Parking lot upgrades in progress. The baseball/soccer field parking addition is being worked..
3. Rasmuson Tier 2 Grant projects delayed.
 - a. Baseball/soccer field project started but delayed by the Card St. Fire. Backstop needs to be moved and water lines completed, and final grading completed. Dave Buntz will donate the hydro seeding for the field.
 - b. Playground & Pavilion area is almost to its proper grade level
 - c. Hockey rink. Need to add AWW plywood to inside rink wall and a new kick plate, the finish plumbing & side the equipment room. Tim Martin will fill the cracks and apply asphalt sealer as a donation.
 - d. Post Office—roof, windows, doors and paint need completed.
 - e. School House—gas piping, foundation flashing, back door repair, windows and paint need completing.
 - f. Storage, office, etc. addition. Melissa reported John Anderson of the Soldotna Elks said to contact the Elks for donation when building starts. 262-2606
4. Raffle. Mel reported that Debbie Bass has been working with Merlin regarding a shed to raffle.
5. Johnson & Johnson are now providing Insurance for SCC which includes event & board insurance.
6. Volunteer hours, donations & miles for 2014 need to be logged and turned in.
7. Strategic Planning continues with the short term goals complete.
8. Rochelle and Debbie completed the DEC Kitchen Class
9. Lynn Baker is busy so no work was completed on rekeying SCC.
10. August 15 Fun Day update.
 - a. Addition of Bingo was discussed. CBC will donate Bingo equipment & SCC will purchase dabbers & cards. Debbie made motion to approve, 2nd by Mel., no opposition
 - b. Fun Day Workshop will be held Aug. 10 at 1 PM.
11. Rochelle gave facility update, see her notes.
12. Phone system needs to be redone. Rochelle will contact the ACS installer for advice.

New Business

1. Volunteer Dinner will be held Oct. 9. Discussion followed with no specific details approved.
2. Card Street Fire. We will hold a Card Street Fire workshop Aug. 17 at 1 PM.
 - a. Money received--some has specific requirements. Debbie suggested setting aside funds in an account earmarked for emergency purposes. It was decided we needed to have legal consul and a policy prior to doing so. Dale Dolifka will be contacted to meet with us.
 - b. Melissa will attend CERTS training. Following this we will know specifics of materials we could purchase and designate for future emergencies. (Air mattresses, 1st Aid kits, etc.). Rochelle will purchase stackable containers for existing goods.
 - c. Good records were kept of all donations coming in and going out.
 - d. This event was good PR for the center and there was a lot of Community Support.
 - e. Bob will look into having a meeting with the Borough Incident Command regarding their part. Red Cross and State Trooper behavior discussed.
 - f. Melissa is to be commended for her excellent job as Incident Commander. We do need to develop a manual for future events.
 - g. The security camera system must be upgraded. A buzzer alert will be purchased for the main door.
 - h. Clothing that would identify our volunteers was discussed. CBC has vests he will bring to the next meeting for review.
3. Kitchen use was discussed. Debbie proposed and Grace 2nd that kitchen rental policy be revisited.
4. Proposed a \$200 nonrefundable rider if alcoholic beverages would be served.
5. Proposed that Kitchen will not be available unless renter would transfer their license. An additional \$250 deposit for kitchen rentals.
6. Proposed that we rent portable steam table and long refrigerator.
7. Forestry will hold training for local volunteers so they have access in an emergency.
8. Rochelle will make Thank You cards for donators.
9. It was decided to donate a Family Membership for the Food Bank fundraiser.

Motion made by Leora, 2nd by Debbie to adjourn, no opposition. Meeting adjourned at 8:20 PM.

Next meeting: 5:45, August 20, 2015 at the SCC conference room.