

MESA COMMUNITY CLUB BOARD MEETING OCTOBER 7, 2014 @ 6 PM

Board Members in attendance: Rebecca Mullen, Melinda Roberts, Dari Alexander, Mo Crowe, and Deanna Phillips, Steven Bryson

Guests in attendance: Andrea Clark, Demi Garner, Suzie Smith, Loretta Kachin, Sue Rodda, Bev Duzenack

The minutes from the August and September 2014 Board meetings were accepted with a motion from Mo and a second from Melinda.

Treasurer Report: Steven presented a new format for monthly reports that includes a list of payment authorizations for Mesa County and MCC account activity.

Steven reports that Pam Noonan from the County sent him the MCC maintenance costs, 4-5 months included in this report. Eleanor Thomas, the Budget Manager for Mesa County emailed the 2015 proposed budget, see attached document.

Steven proposed changing the MCC bookkeeping to a general single entry ledger considering how little activity there is overall. He feels this would be a simpler way to manage the accounts and would provide transparency, and would be an easy system to pass on.

He also recommends doing something with the Bingo account that has been dormant for a long time. Mo recommended putting up a notice to see if anyone in the community is interested in starting up, and organizing, Bingo again. Dari made a motion to post a notice, with the deadline in 2 months, and if no one responds, the account could then be closed. This was seconded by Mo and the motion carried. Rebecca will be the contact person. Dari will post a notice at the Post Office, Rebecca will post it in the PV Times and The Plateau Valley Post, and Sue will put a notice up on the marquee.

Rental Calendar report: Rebecca reports that Ula has requested taking a leave of absence from the Board and Rental Manager position due to illness. Dari asked if this is a valid option, to take a leave of absence from a volunteer Board position, or does the MCC need to replace her with a new Board member? Bev Duzenack suggested that the answer should be found in the bylaws.

Loretta Kachin has agreed to help with managing the rentals. She is setting up a code for the calendar so that it will be obvious which dates are reserved without compromising privacy by putting names on the calendar.

Loretta reports that the system for keeping track of keys is not well kept. She will make a list of the people who still have keys for unknown reasons. She will add a place on the current form for a description which will make it easier to track the keys. She also reports that ongoing events, such as basketball, is confusing on the current forms. She is revamping the forms.

Steven reports that a \$200.00 deposit from Carol Anderson that was received per the rental records is not in July or August's bank statements. There is no record of it being deposited.

Upcoming events include the Daughter/Daddy Dance on the 18th and the Halloween party on the 30th. Loretta asked if a deposit is required for Memorial services. Dari made a motion to not charge a deposit, Deanna seconded. Motion carried after discussion.

It was decided that Sue and Loretta both need to be included in the 2014 MCC Google Group.

Maintenance Report: Mo reports that the outdoor restrooms will be closed tomorrow and the County facilities people will look at the leak in the roof on the main building.

The County got one bid/estimate for adding outlets in the kitchen, \$3780.00, see attached. Mo will ask for the schematics again so that local persons can make a bid for the job.

Old Business:

Website: Rebecca has submitted new language for the website pages to the designer and asks for input. The Board unanimously agreed that she can submit language changes as needed to get this project completed.

Selling the Stove: Mo will take on the project of selling the stove.

Newsletter: The Mesa Messenger newsletter will be discontinued. Any information the Board wants to get out to the community can go in to other local publications. Melinda will make the contact as needed to get our news posted.

Community Garden Report: No report.

New Business:

Piano Tuning: Rebecca has received a request to have the piano tuned. She will find out what it will cost and it may be voted on by email if needed. Mo needs to put the wheels on the piano.

Liability and Orange Cones: Mo states cones or signs are needed to caution "wet floor" given the leaking roof. Sue states she may have some cones.

Cleaning Schedule for MCC: Rebecca reports that she was notified on Color Sunday that the bathrooms were not at all clean prior to this event. She personally cleaned them that day. This indicates that our current system for cleaning is not adequate. Melinda reports that Becky Strong signed up with All Temps and was to meet with Jeahnene to learn the system. It is unknown whether that occurred. Previously the Rental Manager worked closely with Jeahnene to ensure that the facility was cleaned after events and that deposits could, or should not be, refunded. Jeahnene typically spent two hours cleaning after events. It was decided that in the future, the receipt for work completed that has to be signed and submitted to All Temps needs to go through our accounting system to be included on the monthly

report of payment authorization to the County. The custodian will submit her time sheet to Loretta for signature.

Melinda will ask Jeahnene to make a list of cleaning duties and schedules, what needs to be done after all events, and what needs to be done in each room monthly, yearly, etc... Jeahnene will be asked if she can physically meet with Becky to orient her to the job. The Board agreed to pay Jeahnene for her time.

Mo has agreed to take over the purchasing of cleaning supplies.

PID Advisory Board/Annual budget: A subcommittee will meet on Wednesday 10/15 at 7 pm at the Wagon Wheel to review the Annual budget as proposed by Eleanor Thomas. Rebecca will discuss this with Jean Davis prior to this meeting.

Motion to adjourn was made by Mo and seconded by Dari. Meeting adjourned at approximately 8:15 pm.

Submitted by Dari Alexander, Secretary for Mesa Community Club