

## **Community Center Committee Minutes**

**September 11, 2008**

**6:30 PM in the Rutledge Room**

**Present:** Jane Young, Paula McDonald, Lorel Ellefson, Dianna Young, Kerstin Ellefson, and Celia Hansen

**Absent:** Jake Ellefson, Pat Shay, and Mary Schacht

**Call to order:** Meeting was called to order at 6:35 PM

**Approval of Agenda & Minutes:** Dianna moved to approve the agenda and the amended minutes, Kerstin 2<sup>nd</sup>, and motion carried unanimously.

**Financial Report:** The current checkbook balance is \$17,043.90. Bills received this month were for the gym floor contract balance, advertising in the Observer, Fest supplies, and the new signboards. The total cost of the gym floor was \$50,007.73. This used all the monies from the Foundation's \$40,000 and the CCC's \$10,000. Evy Walters was reimbursed \$221.26 for items purchased for the CC kitchen.

### **Gym Floor:**

**a.** The committee looked over the floor, talked about maintenance, and the recent conversation Celia had with Andy Vande Hey re: minor concerns. The floor is to be kept free of debris, especially rocks, sand or hard items that could scratch the floors surface. Karen Baxter spoke with a Vande Hey representative about cleaning products and equipment. The new floor will take more maintenance than the old tile floor. The CCC recommends the Town purchase a new micro fiber duster and broom for the floor. There needs to be a broom/duster available to individuals/groups that are using the building. Maybe these items could hang on the wall in the table storage room. We need to look for a system of mats that will remove heavy debris and water from the gym traffic. Kerstin will research this.

b. A letter to schoolchildren's families was discussed. Instead, we decided to send out a half page box holder to the community. It is important that the information gets to the public that we have a new gym floor and what is expected of the people using it. Kerstin will put this together.

**Storage Update:** Celia, Lorel, Karen Baxter, and Tom Hokannen met to discuss storage needs for the building now that the North storage cabinets were removed from the gym. It was apparent that there is ample space for all the needs in the building once a major spring clean occurred. Mr. Hokannen feels he could store most of the gym equipment in the chair room where the old stage is. Disposal of the stage was mentioned. It could cause major damage on the new floor. Maybe the Music Festival would be interested in it. The janitor's closet needs to have some old products disposed of, an adjustment to the shelving, and the Town Crews assessment of the workbench area. It is suggested that the Town purchase a Janitors Cart.

**Building Maintenance:** The gym needs to be painted. Chairman Jessen said that the Town Crew could do this when the time allowed. It was not possible before the new floor went in. Keith Mann has offered to donate the paint.

**Open Gym Nights:** The CCC would like to offer the gym to students 7<sup>th</sup> to 12<sup>th</sup> grade on Friday nights from 8:00 to 10:00 PM. We would put together a list of chaperones willing to sign out the gym key and start this next Friday the 19<sup>th</sup> of September. Lorel offered to chaperone a roller skating time once a month for the younger ages.

**Tables, Chairs, and Wheels for Carts:** Jane researched plastic tables like those that the Lion's Club has. She received a quote from KI Distributing of \$224.50 a table and from Sam's Club for \$78 a table. There is a table truck available, which holds ten tables at a cost of \$147. The committee is considering purchasing 20 tables and 2 table trucks. Jane also priced the matching chairs. A four pack of chairs is \$118, with 32 chairs to a chair truck. We are not interested in chairs at this time. We are considering a no loan or rental policy for the tables. The Lions Club has them available for rental.

The chair racks need new wheels that are more all-terrain and easier on the new floor. Pat suggested a pneumatic wheel that is 7 3/4" X 4 X 4 1/2". It's a close fit under the loft area and needs to be checked by the Town Crew or available volunteer. Kerstin offered to talk to Keith about available options and if we could order a wheel to try it out.

**CCC Budget for 2008 & 2009:** Diana put together a worksheet that offered actual numbers for 2008 and we went through line by line to create a budget for the rest of 2008's expenses/revenues. We also created a budget for 2009. Diana will put together a spreadsheet and go to the Town Board Meeting this coming Tuesday, September 16, with Celia.

We then worked on a budget for the Red Barn Committee. Dan Hansen provided numbers for 2009 expenses. The 2009 budget has the Red Barn residing, survey, and architect fee for the park plan. Celia will also present this on Tuesday, September 16.

**Quit Claim Deed Update:** Lorel reported that the Town Board is agreeable to sign and that Margie Frank is not ready yet. Lorel will continue to work on this. The surveyor made it clear that all parties sign at once when the parties agree, and that the Town should not sign it until then.

**Kitchen Update:** Evy was paid for miscellaneous kitchen items. A kitchen user agreement and a no loan policy was discussed. The committee feels that once the remaining items are replaced that they should be labeled CC and not loaned outside of the building.

**Board Member Input:** Dianna read a thank you card from Jill Jorgenson for her appreciation gift. Paula commented on the awesome Red Barn season. She attended all the Friday night events minus one. She also heard the story hours were well attended.

**Next Meeting:** The next meeting is planned for October 20<sup>th</sup> at 6:30 in the Rutledge Room.

**Adjournment:** At 9:28 PM Paula made a motion that the meeting adjourn, Lorel seconded, and all were in favor. Aye aye captain.

Respectfully Submitted,

Celia Hansen, President