

## JARC EXECUTIVE BOARD MEETING

August 8, 2019

### In Attendance:

President	Sharon Heyne
1st Vice President	Craig ("Rusty") Heyne
2nd Vice President	Sal Buongiorno
Treasurer	Joel Cehn
Secretary	Joy Lee

### CALL TO ORDER:

The meeting was called to order at 9:12 a.m. by President Heyne.

### APPROVAL OF MINUTES:

Minutes of the June 13, 2019, Executive Board Meeting were approved as corrected.

### PRESIDENT'S REPORT:

- Pinedorado arrangements are coming along well. Kathe Tanner will include the breakfast in her article about Pinedorado for the *Cambrian*.
- By-law changes were discussed.
- November 16, 2019, 9:00-11:00 a.m., was set as the Annual Meeting date.
- A new projector is needed for clubs and events. Aaron Linn, Lions Club, has volunteered to secure one.
- Contracts and Agreements have been updated:
- Events - A Coordinator fee will range from \$200-500, depending on activity, and will be reflected as overtime on her paycheck. Time devoted to an event by the Coordinator will be outside regular office time.
- K & K Cleaners - wording and job responsibilities were modified.
- Lions Club - usage, maintenance and clean up agreement were modified and will be presented to the Lions Club president by President Heyne.

### 1st VICE PRESIDENT'S REPORT:

- A bid for cracked windows and seals replacement has been received from PolyPro for \$1700. Additional bids will be solicited and submitted to the county.
- Carpeting has been steam cleaned and spot cleaned by Oxyfresh totaling \$185.
- The broken garbage disposal has been replaced.
- Locks for kitchen cabinets are needed.
- An additional cabinet to replace open shelves will be purchased to accommodate the current renter.

### 2nd VICE PRESIDENT'S REPORT:

- New benches for Lawn Bowls have been received, assembled and put to use. The total cost for the JARC share was \$400 more than board approved. The difference will be made up by contributions by Lawn Bowls to the JARC.
- Cracks in the garden fountain will be sealed with silicone.

#### TREASURER'S REPORT:

- Profit and Loss statement was presented. We are still in the black.
- Taxes are due September 15. The Treasurer is working with a CPA to finalize.
- Workman's Comp costs were discussed. Current insurance would be \$1900. The Treasurer will get other estimates before proceeding.

#### OLD BUSINESS:

The County has been presented with all information required to assist with new restroom flooring. We have had no response.

#### NEW BUSINESS:

- Replacing kitchen lights and lighting over the sink in the women's restroom with LED bulbs will be completed.
- Following discussion, motion to give an immediate raise to the Office Administrator was made by Joy Lee and seconded by Joel Cehn. Motion carried. Additional increase will be addressed at the December meeting.

#### ADJOURNMENT:

At 10:18 a.m., Rusty Heyne moved, seconded by Joel Cehn, that the meeting adjourn. Motion carried.

Respectfully submitted,

Joy Lee  
Secretary