

**Chipita Park Association**  
**Board Meeting – August 6, 2016**  
**Minutes**

Members Present

Larry Flynn, Kevin Henry, RJ Brown, Carolyn Houchin, Norma Wright, Janis Clausen

Larry called the meeting to order at 1:10 PM

**TREASURER'S REPORT – Treasurer, RJ Brown**

RJ reported that our current checking and savings account balance combined is \$11,863.09.

Checking - \$11,167.20

Savings - \$695.89

Our total expenses for August 2015 to August 2016 were \$8748.63.

Hall rentals totaled \$2,325.00 which is down in comparison to the last few years.

**MEMBERSHIP REPORT – Norma Wright**

Norma said we have 105 paid memberships for 2016. Eleven of those were new members this year. Membership total for last year was 117 paid members.

There was a short discussion regarding whether or not we should ever consider limiting memberships as we have had large crowds for each of the last two pot luck dinners. The consensus was no considering that the numbers fluctuate and we can usually seat everyone with some creativity.

Norma mentioned that she would like to have a current list of bridge players as well as updates on any hall-sponsored activities (times and participants) so that the activities section on the website can be updated with specific time and contacts.

**ARTS AND CRAFTS FAIR – Norma Wright**

Norma will begin to organize the Arts and Crafts Fair following the Trash and Treasures Sale. It was suggested that Larry mention the need for volunteers at the August Annual Meeting and Pot Luck on August 14<sup>th</sup>.

### **TRASH TO TREASURES SALE – Norma Wright**

Status update – Norma is trying to coordinate with Carolyn Houchin the number of participants and tables rented at the Trash to Treasures Sale. At last count there were 9 participants. Norma said all advertising would be the non-paid kind of notices and that member Helen Smithwick would be posting the ads. Scott will clean the hall after the sale for a fee of \$75.

It was decided this event would be classified as a member activity instead of a Hall sponsored activity as a service to the members who are interested in participating. RJ mentioned that the sale's expenses often exceed the profit. Those participating will be paying a fee of \$12 per table.

### **POTLUCKS – Kevin Henry for Martha Henry**

Martha Henry will leave her position on the board as Chairman of Potluck dinners after the annual August meeting. She has turned over the position to members Elisa Risner and Christina Talbot. In the future, they will be responsible for potluck setup and purchases.

### **HALL RENTALS**

Scott was unable to make it to the board meeting however, RJ said he had been in touch with Scott regarding rentals. He has received a deposit for one October rental. He mentioned that cleaning costs per rental can run as much as 25% per rental income.

It was suggested that Scott give Kevin an updated list of rentals as they occur.

### **HALL MAINTENANCE – Kevin Henry**

Kevin received a bid of \$3,000 to repair and paint the exterior trim of the hall from Dave Barnett. All bids received came in within \$200 of one another however it was decided that we use Dave Barnett as Kevin knows his work. He is expected to begin at the end of August.

Kevin is working to repair the flag pole in front of the hall. It is hoped that the existing pole can be repaired rather than purchasing a new one and that a solar light can be added to the pole. Kevin is looking for help with the project and will advise as he is further along.

### **OLD BUSINESS**

#### **HANDICAPPED ACCESSIBLE IMPROVEMENTS – Larry Flynn**

Larry has been researching options for "transition strips" for the entrance doorway at the hall to make it easier for those using wheelchairs.

- 1) We can have plywood ramps built for approximately \$180
- 2) We can buy aluminum transition ramps that are removable for \$300 - \$500
- 3) We can buy rubber transition strips for \$106

- 4) We can pour new concrete outside the front doorway to the same level as the door jamb for \$500

It was decided that we would try the rubber ramps with (if necessary) an aluminum strip over the door jamb.

Larry also looked into grants available for ADA compliance projects however, since Marcroft Hall is “grandfathered” and not required to be ADA compliant any grant we might receive would likely require much more in terms of changes.

In addition to entrance doors, we are researching way to make the restrooms easily accessible for those requiring wider doorway etc.

## **NEW BUSINESS**

### **Maintenance**

Larry mentioned that the sofa and chair in the front entry of the hall could use some repair and agreed to contact Kat Briedenbaker, a local upholsterer for a bid.

We also need to repair or replace the sound system in the hall. Many of the members have mentioned that it is difficult to hear announcements during potluck dinners. The current system in no longer adequate. Kevin and Larry will research new systems, or the possibility of repairing the current system although it is outdated. Member, Newman McAllister has offered to help fund the project.

It was also mentioned that some members would like to have handicapped parking. After discussion it was decided we would instead install a sign to indicate a loading zone as parking near the front entrance might cause additional problems with cars backing out of parking spaces.

### **CPA Website**

It was decided that the CPA Website needs freshening up and some updates not just for the membership but to encourage future rentals. We will add more interior and exterior pictures of the hall as well as updating the activities page with respect to ongoing activities and contact information for those wishing to participate.

## **ANNUAL MEETING AUGUST 14<sup>th</sup>**

At the annual meeting Larry, Kevin and RJ will provide brief reports for those in attendance. Larry will contact prospective board members to fill positions being vacated. Board members serve 3 year terms, and two vacancies occur every year barring unforeseen circumstances. Those being considered are Kelly Farmer, Bill Schraml, and Clark Risner.

Larry adjourned the meeting at 3:05 PM

Carolyn Houchin, Secretary