

**Minutes of the
North Mesa Senior Recreation Center Advisory Board
Held at North Mesa Senior Recreation Center
Regular Meeting
1112 N. Mesa
Wednesday, July 10, 2019,**

Voting Members Present:

Sally Garner	Board Member
Jean Loafman	Board Member
Beth Fredrick	Board Member
Jay Redman	Board Member
Helen DeAnda	Board Member
Jigger Skillern	Board Member

Voting Members Absent:

Ysidro Molinar	Board Member
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Board Secretary Present:

Dina Navarrette	Center Manager
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Others Present:

Cherie Folk	Center Assistant Manager
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1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF A QUORUM

Roll call of those present was taken at 3:01 p.m. by Chairperson Sally Garner. It was determined that a quorum was present.

2. CONSIDER APPROVAL OF AGENDA

A motion was made by Beth Fredrick and seconded by Jay Redman to approve the July 10, 2019 agenda. The vote was as follows:

Yes- Jean Loafman, Jay Redman, Beth Fredrick, Helen DeAnda, Jigger Skillern

No-

Absent- Ysidero Molinar

3. CONSIDER APPROVAL OF June 12, 2019 MEETING MINUTES

A motion was made by Jay Redman, seconded by Beth Fredrick to approve the June 12, 2019 minutes. The vote was as follows:

Yes- Jean Loafman, Beth Fredrick, Jay Redman, Helen DeAnda, Jigger Skillern

No-

Absent- Ysidero Molinar

4. **DISCUSS CURRENT FY 2019-2020 BUDGET**

Dina informed the board that Tuesday July 9 she began spending of the interim budget. introduced, doesn't mean much for the short term. The state releases final budget in September. Once received the board will be given a copy. "Burn rate" is used to determine the budget. Dina told the board that she will be purchasing a large amount of items in the next 3 months to show how much is needed and for what use. Usually this is spread out over the year. Cherie will be trained in new system and will be taking a Procurement exam in the near future then will be helping in purchasing. The city did carry over the money for the lapidary improvements. Hopefully the Lapidary will be opened by September. Dina praised Anna, our maintenance personnel, in regard to the epoxy flooring that she did in the Lapidary and how great it turned out. Board members also praised her for the great job she does in the facility. Dina stated that the remaining funding will be spent by August. Next is the replacement of all wooden doors in the facility improving sound quality in each room. Capitol projects in the upcoming budget include the doors and the new storage building.

5 **UPDATE & DISCUSS MAINTENANCE, CONSTRUCTION AND REPAIRS**

Dina updated the board of the following:

- **Lapidary Remodel** - Work continues on the Lapidary. Hopefully it will be opened by the first part of September. The Capitol funding budget was approved for rollover into the 2019-2020 budget. We are still waiting on additional equipment to be delivered.
- **Roadrunner Room** – The window and sound panels have been installed. Painting the window trim is all that remains left to do. The room is now on the activity schedule for use.
- **Stripping and resealing of floors** - Completed.
- **Updated phone service.** – Completed.
- **A/C Units**- It was discovered that due to the building being divided the vents are not evenly distributed in each room meaning some have more than others causing some rooms to be cooler/warmer than others. We will have the city HVAC or an outside contractor to inform us how to fix this situation.

6. **UPDATE ON NMSR ACTIVITIES AND EVENTS**

Dina informed the board of the following:

- Dina reminded the members of the upcoming Ice Cream social/ Open house. The date is tentatively set for Saturday Sept. 7. This event will be open to the public including children accompanied by an adult. This will be for promotional purposes to let Carlsbad residents know that this business is available. We will be using Lodgers tax to help promote this activity and facility via radio, newspapers and social media.
- We are reminding members to start gathering their items for the Garage sale that will be Saturday, August 17. We will be purchasing preprinted signs advertising the sale that we will be able to use over again.
- A Crafts Fair will be held October 26th. Vendors will need to have a license from the city.

7. ANNOUNCEMENT OF NEXT MEETING

The next meeting will be held Wednesday August 14, 2019

8. Adjournment

Motion made by Jay and seconded by Jigger to adjourn.

Meeting adjourned at 3:23 p.m.

Minutes approved on behalf of the North Mesa Senior Recreation Center Advisory Board:

Sally Garner

Sally Garner, Chairperson

August 14, 2019

Date