

**Minutes of the
North Mesa Senior Recreation Center Advisory Board
North Mesa Senior Recreation Center
Regular Meeting
1112 N. Mesa
Wednesday, March 11, 2020**

Voting Members Present:

Sally Garner	Board Member
Jigger Skillern	Board Member
Beth Fredrick	Board Member
Jean Loafman	Board Member
Helen DeAnda	Board Member
Ysidro Molinar	Board Member

Voting Members Absent:

Jay Redman	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 3:00 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 Ysidro Molinar to approve the March 11, 2020 agenda. The vote was as follows:

Yes- Ysidro Molinar, Jigger Skillern, Helen DeAnda, Jean Loafman, Beth Fredrick and Sally Garner.

Absent- Jay Redman

3. CONSIDER APPROVAL OF FEBRUARY 12, 2020 MEETING MINUTES

A motion was made by Ysidro Molinar and seconded by Jigger Skillern to approve the February 12, 2020 minutes.

Yes- Ysidro Molinar, Jigger Skillern, Helen DeAnda, Jean Loafman, Beth Fredrick and Sally Garner.

Absent- Jay Redman

4. DISCUSS CURRENT FY 2019-2020 BUDGET

Current operating budget has enough funds remaining to purchase basic supplies. The largest purchase will be to update the front office with new furnishings to accommodate 3 work spaces. This will include additional desk space, functionality, and improve appearance.

Dina stated that she has been on the phone tracking down sanitary wipes &/or cleaning solution that is not easily available due to the outbreak of the Coronavirus. Dina told the board that we are going through these items much faster especially in the fitness room for wiping down/cleaning equipment.

Dina said she has until the end of June to make any additional purchases from the current budget. It may be necessary to replace a treadmill that has been troublesome and replace a wind bike. Both would be about \$3,800.

- **Update Doors**—(Fy19-20 capital project) - Dina shared with the board the trouble of getting contractors here to estimate the job. The project, though expensive, is not on the top of their list due to oilfield commitments and pay. We could run out of time to get this project finished in this budget cycle but she will ask for a carry-over should that occur.
- **STORAGE BUILDING & SHELVING** ---Dina reminded the board of the situation of the storage building being delivered but with the door on wrong side. Dina is working with the company to try to have it delivered on a Saturday due to parking restrictions during the week. The building is not equipped with shelving. Money in the budget will allow the purchase of shelving and storage totes to be ordered after delivery and inspection to determine what is needed. Eventually Dina hopes to add electric power.
- **Library Shelving** – The budget currently allocated is only a ¼ of what we now need based on updated designs to accommodate all media in our collection. A request has been made to Administration for the additional funding. We have a large amount of recently donated books, DVD's and audio media that can replace the old and give members better and new choices. Board member Moe Molinar asked about converting the library to digital format. Dina explained that many of our members prefer the printed format and enjoy the convenience of picking up books while at the center for other activities or events. Dina further commented that our public library has access to a very large digital collection and she will advertise the service in the next few newsletters.
- **Lapidary** – Dina was happy to announce that the Lapidary has reached a completion stage where it can now be used however the policy and procedures for use of the room needs to be revised as well as the determination of stewardship decided before it can open to the public. Dina hopes to have the documents ready for submission in the coming week.

5. UPDATE ON FY 20-21

Dina has submitted a request to city administration for the addition of two staff for the upcoming FY20-21 budget. She will know in the coming months if the position(s) are approved and will inform the board of the decision. She also requested capital monies for software that would improve efficiency when gathering data for budgetary and possible grant applications.

6. UPDATE ON NMSRC ACTIVITIES AND EVENTS

- **Relay for Life Fundraiser—Garage & Bake Sale**

Was a huge success with sales exceeding \$1,800.00

We have the spring garage sale scheduled for April 4 and our second craft fair coming up on April 18th. Vendors who participated in the fall show were given the opportunity to pre-register for the upcoming show. Advertising recently went out attracting additional craft vendors. We are anticipating larger crowds in the future thus expanding our set up to other parts of the building.

Dina informed the board that Prissy Salcido and her Relay for Life group will be selling Burritos at upcoming Bingo games as a fundraiser. The Burritos will be made at San Jose Catholic church in the licensed kitchen.

ANNOUNCEMENT OF NEXT MEETING

The next meeting will be held Wednesday, April 8, 3:00 p.m.

7. Adjournment

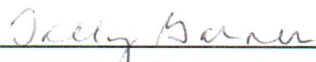
Motion made by Jigger Skillern and seconded by Ysidro Molinar to adjourn.

Yes - Ysidro Molinar, Jigger Skillern, Jay Redman, Jean Loafman, Beth Fredrick and Sally Garner.

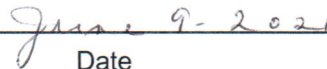
Absent – Helen DeAnda

Meeting adjourned at 3:26 p.m.

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



Sally Garner, Chairperson



Date