

SCAF GENERAL BOARD MEETING MINUTES

SENIOR CENTER DINING ROOM

THURSDAY, APRIL 24, 2025 at 2:00 PM

Location: Senior Center Dining Room

Meeting Brought to Order: 2:05 pm

Board Members in Attendance: Sheri Earp, President., Vice-President, Ray Dvorak, Bob Meyer, Treasurer, Kathleen Ramirez, Secretary, Pat Giordano, Alice Felden, Loy Grotts

Supervisors: Cody Freeman, Kitchen Manager Sonnie Hemphill, Thrift Store/Yard

General Board Meeting:

The minutes from January 23, 2025 were read and approved.

Treasurer's Report by report by Bob Meyer:

Discussion: Financials - Working Capital today, that's in our checking is \$40,012.95, in the Savings \$35,531.92 Net Income \$13,731.24 Gross Profit \$50.336.00 Total Expense for the year \$55,733.67 We received last month \$14.902.46 from the IRS ERC monies, is keeping us a float. Remember 1st Quarter is our dryest month. We are doing really good. We are now going into our better months.

Discussion: All operations, everything that's going on for the first three months was \$55,733.00. That's what it cost to run this operation. Looking at the whole picture we are \$9,000 in the black. Everyone is doing very good.

Discussion: The Board Members at the last Executive Board meeting made a motion to elect Ray Dvorak for Vice-president and he graciously accepted.

Discussion: Cody discussed the Kitchen. We did everything the inspector tagged to be fixed, Airgap installed, Scott installed light above the sanitizer, hoods were cleaned professionally but found out some work needs to be done to be in compliance. non-compliant per the NFP fire code. Cody got with the Fire Marshall to see if this could be grandfathered in to meet code. He recommended it and makes it safe by minimizing the chance of a fire by 30% and makes it good for 25 yrs. Cost \$4,300. This has to be done. When parts come in will be done within a month. Dining room does not need to be closed to fix it.

Discussion: Thrift store and Yard are doing very well and looking good, cleaning up things. Looking at starting on the 18th, 19th, and 20th for the painting of the middle room of the Thrift store. The rest of the rooms need to be done after the big craft show out front is done.

Discussion: Bob ordered the Home Depot Grid Wall and the Brackets. Still need the bolt's once he knows what size to get. Got with Don to be sure it is okay to put the art work up. All okay so long as you don't go into the rock only the concrete. We are running out of space. We are in the height of the season.

Discussion: The Thrift store gave Cody an 8 burner grill and he suggested asking the Senior participants if they would like to sit outside in the Ramada, when the weather is nice, and he would grill burgers and hot dogs for lunch. Board thought that was a great idea.

Discussion: Sheri found more locks that go with the gate lock. Kathleen mentioned it is very hard to lock the gate with the current lock.

Action Item: Kathleen will switch out the lock with the new lock for the gate. Lock is the same so old key will work. It is very hard to lock the gate with the current lock.

Discussion: Sheri asked who will be managing the keys.

Action Item: Alice will be maintaining a spreadsheet on who has computers, Laptops, credit cards, and keys to the facility. Alice and Kathleen will be doing an audit on who has these items stated above.

Discussion: Bob put the names of the new drivers in the yard on the truck insurance. Also, took care of the truck registration requirement. Sheri removed the three people who are no longer here. Sheri said we now have a license for the trailer too.

Discussion: Debit cards for Ray and Kathleen came in. Bob had to cancel Kathleen's original card...thought it had been hacked. Ray and Kathleen still need pin #'s. Bob said he get's it in the mail.

Discussion: Cody got a form from Walmart to get his purchases tax free. Also, checking with Bashas and Safeway for forms as well. Cody is going to get these forms for Bob too.

Discussion: Ray talked about needing fans in the long shed it get's fairly hot in there and also a heater for the winter time. We have extension cords running under rugs on the ground outside and folks are stepping on them....possible fire. Cords should be up on rafters and safer not on the ground or rewire and add a breaker box.

Action Item: Need Board approval to move forward on this.

OLD BUSINESS

Discussion: Pat asked about any updates on the security cameras. Ray said he checked with Scott on the 6 cameras and Scott recharged the batteries and are ready to install. Just need to know how we want them installed, hard wired? The board agreed to do this in-house instead of the Arlo company.

Action Item: Ray will verify if all the cameras can be monitored by a computer program so things can be recorded.

Discussion: Kids in the kitchen as volunteers. All volunteers including children need a food handler card. Cody's 12 yr old daughter got a 93 and his 9 yr old daughter got a 90. They took 10 pages of notes ea for the test. They have food handler cards now.

Results: The Board just wanted to be sure we are following all requirements.

Discussion: Alice (Safety First Education Coordinator) mentioned there is a Fire Extinguisher class on Saturday, with the Hot Dog event. Starts at 11:00am - 2:00pm and any employee, volunteers or interested people that want to attend will get credit for taking the class. Alice will be there, just let her know you took the class and she will put it down on the education list. Safety First Education is anything that is in our policy and procedures. Need to attend the Safety First Education classes.

Action Item: Alice is in the process of scheduling future Safety First Education classes. Lifting will be the next safety class.

Discussion: Elsa bought the Dining room salad bar for \$50. Ray delivered it. Bob stated again he always needs a receipt because when he receives the full statement it does not show what the charges are for.

Discussion: Cody brought up that the hand washing signs that were purchased are not correct. He took the Kitchen Manager class and knows the correct one to purchase.

Results: Sheri recommended including the Supervisors before purchasing and/or posting anything so we can get their feedback for their areas.

3:05 pm meeting adjourned