

Approved Minutes Gualala Community Center Board of Directors
Tuesday – January 14, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order: 1:05
2. Roll Call: Kevin Evans, Leslie Bates, Whyte Owen, Barbara Pratt, Paula Smith
Absent: Karen Russell, David Fouts, Staff: Kathy M, De Williams,
Visitors: Nancy Howard, Bill Matthews, Cathi Matthews, Cathy Barnes, Jim
Rygh, Beverly Powell, Colby Bibb, Ray Feeny, Susan Miletich, Sally
Shine, Adrian Adams
3. Approval of Agenda m leslie, s barbara approved
Additions: discuss donation for fire victims in LA (donations from PNT
went to Alta Dena) Domain Name, hiring of an appraiser, closed
session:contract discussions
4. Public Comments on non-agenda items:
Any items requiring board action will be discussed at the next
Meeting
5. Approval of December 10, 2024 Minutes: m whyte s leslie approved
Discussion of availability of minutes before approval-decision made based on approved
minutes to provide accurate information. To find out what happens at the meeting one
needs to attend.
6. Correspondence/Presentations:
Kevin-meet with Ray Feeny and Adrian Adams about the
rebuild. Summary provided to board members. Electronic copy to be
provided as part of the minutes. Attached below.

Board discussion of the summary followed: Terms of county exemption through 2025,
after that date it may have to go through the coastal commission.

Public comment: The money that has been spent on plans to date is important to the
final project. It has not been wasted. The consolidation of PNT is important. It is not
covered in this summary. Thanks for the community oriented approach to possible
changes. There is no consensus by the community on the project. Collaboration is an
important part of any project. Important to show that donations are not wasted. The
absence of a budget is troubling. There needs to be plans for operation and
maintenance of the new building. Distribution of public information has not been
consistent. The design has been “by committee” using representatives of the
stakeholders in the community. The architect provided choices, the selections were
made 1st by the rebuilding committee then vetted by the Board of Directors and voted
on. Questions about selection of RBC members. Important to move forward and not
litigate the past. The need is to design a structure that can move forward. What will be
the process to move forward and engage the membership? What are the priorities
going forward? Discussion of the value engineering process. The importance of a
resiliency center and availability of access to the mendonoma community at large.

Request for minutes to be emailed to GCC members. **The board will report on this at the next meeting.**

7. Treasurers Report: David Fouts ***electronic copy attached provided by Kevin 2/9/25 not received.***

1. December 2024 GCC Balance Sheet
2. GCC Profit and Loss Statement – December 2024
3. GCC Budget Statement – December 2024

Motion to approve Treasure's Report as corrected: m paula s leslie approved

4. \$100k donation to the Rebuilding Fund from the GCC General Fund Account – Kevin Evans and Kathy McMurtry

Motion to transfer the amount of \$100,000, previously approved by the board in August 2024 from West America general fund to the rebuilding checking account, to have the treasurer determine which investment account. M paula s whyte approved

Committee Reports:

5. Annex Expansion/Remodel Committee – David Fouts
No action. Discussion to provide suitable space to consolidate Pay N Take.
6. Building Maintenance and Operation – David Fouts
No report
7. Funding/Grant Opportunities – David Fouts, Whyte Owens
Discussion of what grants are available, how to communicate information, need for consistency create a cheat sheet, important of follow up,
8. Branding/Marketing/Newsletter – Barbara Pratt: electronic copy
9. Department head/volunteer meeting – Karen Russell

No report

8. Old Business:

1. Community Center Rebuilding Update:
 1. Capital Campaign Update – Kevin Evans
Kevin received \$40,000 donation from the Gualala Lions Club.
State funds are being pursued.

2. Pink Building Status – David Fouts
Amended permit has been issued, for removal of the building.
Seeking Bids on the project will be pursued. Discussion of community response.
3. GCC General Membership Meeting – Karen Russell
Due to rental space not being available, suggest it be postponed until June
Motion to cancel the February meeting and resume the regular schedule in June 2025. M barbara s leslie, approved

4. 2025 Event Calendar – Whyte Owen, Leslie Bates and Paula Smith

Discussion of possible events-Summer BBQ, personal shopping day for PNT,

9. New Business:

1. GCC Elections and voting eligibility – Kevin Evans

New member: join 3 months prior to election to be able to vote for new board members.

To run for the board one must be a GCC member for 3 months.

Motion to have a mail in election, eligibility to vote is limited to Members who have joined or renewed before March 31, 2025. 3 month requirement as per the by laws. M Kevin , S Paula, approved

10.Additions to agenda:

1. discuss donation for fire victims in LA-item donations from PNT went to Alta Dena
2. Domain Name: Barbara reported that a person not affiliated with GCC owns the domain name. Motion to transfer ownership of Web domain and Host of the GCC Website from Cheryl Rhodes to GCC M Barbara S Paula approved.
3. hiring of an appraiser: Kevin found an appraisal from the 90's
4. Motion for the president to develop and distribute a RFP to solicit appraisal services for the GCC property. m whyte s leslie, approval

closed session:contract discussions

Kevin: There were no reportable actions taken at the closed session meeting and we adjourned at 4:30 p.m.

10. Office Manager Report – Kathy McMurtry

Upcoming Dates and Events

1. Pay-n-Take – January 18
2. Clothing-Jan 18 and 25
3. Pay-n-Take – February 1
4. Clothing-February 1,8
5. GCC Board Meeting – February 11
6. Pay-n-Take – February 15
7. Clothing-February 15, 22

11. Adjourn to next Board of Directors Meeting February 11, 2025 at 1:00 p.m.
– Gualala Community Center

Gualala Community Center Board of Directors
Tuesday – February 11, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order:
2. Roll Call:
3. Approval of Agenda:
4. Public Comments on non-agenda items:
5. Approval of January 2025 Board of Directors Minutes:
6. Correspondence/Presentations:
 - a. Ray Feeney Communication – February 4, 2025 (available for download in About Us agenda section)
 - b. David Fouts Communication – February 6, 2025
7. Treasurers Report: David Fouts:
 - a. GCC Balance Sheet – January 2025
 - b. GCC Profit and Loss Statement – January 2025
 - c. GCC Budget Statement – January 2025
8. Committee Reports:
 - a. Annex Expansion/Remodel Committee – David Fouts
 - b. Building Maintenance and Operation – David Fouts
 - c. Funding/Grant Opportunities – David Fouts, Whyte Owens
 - d. Branding/Marketing/Newsletter – Barbara Pratt
 - e. Department head/volunteer meeting – Karen Russell
9. Old Business:
 - a. Community Center Rebuilding Update – Kevin Evans
 - b. Pink Building Update – David Fouts
 - c. GCC General Membership Meeting (June 2025) – Karen Russell
 - d. GCC Board of Directors Elections for 2025/26 – Kevin Evans

10. New Business:

- a. Point Arena High School Scholarship program – Karen Russell
- b. Los Angeles Fire Assistance – Karen Russell
- c. Ray Feeney Correspondence and Presentation – Kevin Evans
- d. GCC Elections and voting eligibility – Kevin Evans
- e. Community Center Rebuilding Project Direction – David Fouts
 - i. Board of Directors action:
 - 1 Vote to cancel the current Rebuilding Project
 - 2 Vote to create a new Rebuilding Committee
 - 3 Cancel current Architectural contract with Figure regarding the current Community Center design
 - 4 Cancel the current contract agreement with Oliver & Sons General Contractors

11. Office Manager Report – Kathy McMurtry

- a. Upcoming Dates and Events:
 - i. GCC Board Meeting – February 11
 - ii. PNT Clothing – February 15
 - iii. Pay-n-Take – February 22
 - iv. Pay-n-Take – March 1
 - v. PNT Clothing – March 8
 - vi. GCC Board Meeting – March 11
 - vii. Pay-n-Take – March 15
 - viii. PNT Clothing – March 22
 - ix. PNT Clothing – March 29

12. Adjourn to Closed Session – Contract Update

13. Adjourn to next Board of Directors Meeting March 11, 2025 at 1:00 p.m. – Gualala Community Center

Community Center Board of Directors
Tuesday – February 11, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order: 1:03

2. Roll Call: Kevin Evans, Leslie Bates, Barbara Pratt, Paula Smith Karen Russell, David Fouts, Whyte Owen, Staff: Kathy M, De Williams,

Visitors: Nancy Howard, Bill Matthews, Cathi Matthews, Cathy Barnes, Robert Ramers, Beverly Powell, Colby Bibb, Ray Feeny, Susan Miletich, Sally Shine, Adrian Adams, Janet Pierucci, Darla Bucchner,

3. Approval of Agenda m David s Karen approved

4. Public Comments on non-agenda items:
Colby-the kitchen would not continue to exist without Ray's support.

5. Approval of January 2025 Board of Directors Minutes:
M Leslie S Barbara approved (Karen and David abstained.)

6. Correspondence/Presentations:
 - a. Ray Feeny Communication – February 4, 2025

b. David Fouts Communication – February 6, 2025

7. Treasurers Report: David Fouts accept m Karen s Barbara approved
 - a. GCC Balance Sheet – January 2025
 - b. GCC Profit and Loss Statement – January 2025
 - c. GCC Budget Statement – January 2025
8. Committee Reports:
 - a. Annex Expansion/Remodel Committee – David Fouts
No report
 - b. Building Maintenance and Operation – David Fouts
No report.
 - c. Funding/Grant Opportunities – David Fouts, Whyte Owens
No report.
 - d. Branding/Marketing/Newsletter – Barbara Pratt
Report Attached, no action taken
 - e. Department head/volunteer meeting – Karen Russell
No action taken

9. Old Business:
 - a. Community Center Rebuilding Update – Kevin Evans
 - No report
 - b. Pink Building Update – David Fouts
 - No report
 - c. GCC General Membership Meeting (June 2025) – Karen Russell
 - Confirm available dates to Reschedule board meeting-combination zoom and in person, June 21st or 28th.
 - d. GCC Board of Directors Elections for 2025/26 – Kevin Evans

 10. New Business:
 - a. Point Arena High School Scholarship program – Karen Russell
 - Motion for a total of \$10,000 at \$2000 each in scholarships for 2025 graduates distributed in September \$1000, with January confirmed attendance \$1000. M Karen s Whyte approved
 - b. Los Angeles Fire Assistance – Karen Russell
 - Motion to keep money at home M Paula S Barbara
 - c. Ray Feeney Correspondence and Presentation – Kevin Evans
 - No action taken
 - d. GCC Elections and voting eligibility – Kevin Evans
 - Barbara to distribute a February notice looking for new board members to fill 3 seats, ballot to be put together in May. In order to vote, be a member by March 31st.
 - e. Community Center Rebuilding Project Direction – David Fouts
- i. Board of Directors action:
1. Vote to cancel the current Rebuilding Project
 - Motion to continue the current project M Barbara S Paula
 - Karen No, Barbara Yes, Paula Yes, Whyte, yes, David Yes, Kevin Yes, Leslie Yes.
 2. Vote to create a new Rebuilding Committee
 - Motion the board approves the formation of a steering committee to advise the board as to possible alternatives to GCC current rebuild project. M david s karen approved
 3. Cancel current Architectural contract with Figure regarding the current Community Center design N/A
 4. Cancel the current contract agreement with Oliver & Sons General Contractors N/A
11. Office Manager Report – Kathy McMurtry
 - Move the April Board Meeting to 4/22 M Leslie S Paula approved
 - Edit membership envelopes. Kathy and Karen will work on revision in March
 - Amended 2020 Tax return is pending depreciation schedule. Insurance is not taxable. Kathy will work on a contract and come back with a final fee.

Upcoming Dates and Events

- i. GCC Board Meeting – February 11
- ii. Pay-n-Take- Clothing 15
- iii. Pay-n-Take – February 15
- iv. Pay-n-Take Clothing 22
- v. Pay-n-Take – March 1
- vi. Pay-n-Take – Clothing March 1
- vii. Pay-n-Take – Clothing March 8
- viii. GCC Board Meeting – March 11
- ix. Pay-n-Take – March 15
- x. GCC Board Meeting - April 22

12. Adjourn to Closed Session – Contract Update

13. Adjourn to next Board of Directors Meeting March 11, 2025 at 1:00 p.m. –
Gualala Community Center

Barbara Pratt: Board Publicity Report for February. 2025

Facebook Pay 'n' Take Last 28 days

Views 24,290

Reach 872

Content Interactions 328

Likes 921

Link clicks 10

Followers 1.1 K

Unfollows 3

Instagram

Followers 162

Facebook Gualala Community Center Last 28 days

Views 4,984

Reach 1,366

Content Interactions 44

Followers 1K

Link clicks 0

Ads for membership, donations, and the Imagine ads have been viewed from 37 to
2203 per day , interactions 0 to 7

Constant Contact

New Member Welcome Feb.6, Feb.2, Jan. 29

Membership Newsletter Jan.30, Feb. 2

Total 211 sends, 82% open rates

Website GualalaCommunityCenter.org

JetPack Analytics: From Jan.1 to Feb. 10, we had 870 Views (226 PnT and 111
Rebuilding)

De Williams (Denten)
Northern CA Coast

Draft Minutes Gualala Community Center Board of Directors
Special Board Meeting
Monday, March 3, 2025, 1:00 p.m.
Gualala Community Center

1. Call to Order: 1:07
2. Roll Call: Kevin Evans, Leslie Bates, Barbara Pratt, Paula Smith,
Karen Russell
3. Motion to authorize Figure to redesign the construction plans to modify the
square footage of the new community center building. Paula Smith,
Second Leslie Bates ~ Motion Approved 5 Yes 0 No
4. Minutes will be approved at the March 11, 2025, Board Meeting and
published on the website.
5. Closed Session
6. Adjourn 3:14

MINUTES

Gualala Community Center Board of Directors Meeting

Tuesday – March 11, 2025 – 1:00 p.m.

Gualala Community Center

1. Call to Order: 1:02 pm

2. Roll Call:

Kevin Evans Leslie Bates Barbara Pratt

Paula Smith Karen Russell David Fouts

Whyte Owen Staff: Kathy McMurty De Williams

Visitors: Nancy Howard, Bill Matthews, Cathi Matthews, Cathy Barnes, Susan Miletich, Adrian Adams, Janet Pierucci, Robert

3. Approval of Agenda

4. Public Comments on non-agenda items:

-Nancy H. asked if we could clean up the building site, schedule a volunteer work day to accomplish the goal, take down the fence, and prep the site for future use.

David will contact the fence company for removal with the take down of the “pink building.”

-Nancy H. asked if the board would consider a facilitated meeting with the steering committee to establish a shared set of facts, a set of agreements aligned to the goals of the

GCC, and develop a plan for moving forward that has consensus. Karen to contact Bob Ramers and develop a mutually convenient date to hold a facilitated meeting.

-Whyte made a motion to schedule a facilitation meeting between the Board and Steering Committee led by a facilitator to happen as soon as possible. David Seconded. Passed unanimously. Karen to contact Bob Ramers and work to schedule a meeting.

-Cathi M. stated that she felt the board's decision to opt for "action only" minutes does a grave disservice to the concept of open communication. Not including discussion points omits critical information that the community should know as related to how decisions were made. Cathi asked if the board could reconsider their directive on minutes.

Whyte clarified that the discussion should be included with a motion. Leslie clarified that what was to be left out was opinions. It was suggested that the GCC consider other options for meeting minutes including the use of zoom recording and / or a system like Owl. Karen to research and report at the next board meeting. Cathi recommended looking at RCMS as a model for minute writing.

Susan M asked if the board would consider emailing the membership to let them know about upcoming board meetings with attached minutes.

5. Approval of the February 2025 Board of Directors Minutes: David moved, Leslie Seconded, unanimously approved.

6. Correspondence/Presentations:

Thank you note from Star Cross for 2024

7. Treasurer's Report: (See report)

- a. GCC Balance Sheet – February 2025
- b. GCC Profit and Loss Statement – February 2025

- c. GCC Budget Statement – February 2025 PnT is making more money than what has been budgeted. Pay n Take volunteers were appreciated for their consistent efforts to collect donations, prepare inventories and host the sale days which continue to be very successful.

Leslie moved to approve Treasurer’s Report, Whyte seconded, Unanimously approved

8. Committee Reports:

- a. Annex Expansion/Remodel Committee – David Fouts

-Discussion to be continued under new business

- b. Building Maintenance and Operation – David Fouts

-Bill noted that the furnaces need to be checked. He also asked to pursue bids regarding the need to have the gables replaced on the annex due to wind / rain damage. Board recommended he go ahead with the bid requests.

-Paula noted that she has been working to contract with a commercial real estate appraiser to get numbers for our current building / site for a variety of purposes. She has some recommendations that she is vetting.

Paula is also working with Kathy McMurtry to find an auditor, she will check with other comparable non-profits in the community for recommendations.

- c. Funding/Grant Opportunities – David Fouts, Whyte Owenson.

-Whyte shared that the reality is that very little opportunity exists for federal or state grants.

- d. Branding/Marketing/Newsletter – Barbara Pratt

Board Publicity Report for February. 2025

Facebook Pay ‘n’ Take Last 28 days

Views 22,083

Reach 2,052

Content Interactions 356

Likes 921

Link clicks 10

Followers 1.1 K

Unfollows 2

Instagram

Followers 166

Facebook Gualala Community Center Last 28 days

Views 4,697

Reach 1,266

Content Interactions 52

Followers 1K

Constant Contact

Total:

Emails sent 1,314

Open Rate 77%

Click rate 9%

Bounced 49 (the office follows up to correct the email address)

Website: GualalaCommunityCenter.org

Analytics: Last 30 days

Views

PaynTake 52

Gualala Community Center 49

About Us 29

Rebuilding News 22

Donate 14

Memberships 10

News & Past Events 9

Volunteers 1

e. Department head/volunteer meeting – Karen Russell

-Each department chair shared that all is going well in their respective departments. Colby asked Bill if he would work with her to design a shade or awning to keep the direct sun off the serving area for the baked goods.

9. Old Business:

a. Community Center Rebuilding Update – Closed Session Action March 3, 2025. Motion was made to authorize Figure to redesign the construction plans to modify the square footage of the new community center building. Paula Smith, Second Leslie Bates ~ Motion Approved

Sharing of Communication with Figure

-A robust discussion occurred regarding the plan moving forward. In general the board wanted to stay focused on rebuilding the main hall, kitchen and clothing room.

Whyte made a motion to pause our request to Figure to redesign the plan until we can establish an aligned set of goals moving forward with a sound economic plan. David Seconded the motion. Passed Unanimously. Karen to contact Figure.

b. Pink Building Update – David Fouts

-David shared that after a most arduous and drawn out effort to remove the pink building we are now awaiting a final email from the county giving us an e-permit to begin demolition. David has been in contact with John Robertson who is ready to begin work as soon as we have the go-ahead. The anticipated timeline is before the end of the month. Board expressed thanks to David for his detailed and dedicated efforts for this task.

c. GCC General Membership Meeting (June 2025) – Karen Russell

Confirmed: Annual GCC Membership Meeting (combination zoom and in person) June 21st
1:30 pm to 3:30 pm at the Del Mar Center, Sea Ranch

- d. Announcement GCC Board of Directors will have three open spots. Nominees for the Elections for 2025/26 must be members of the GCC for 3 months prior to the election.

10. New Business:

- a. Steering Committee/Ray Feeney Communication – March 3, 2025

Resiliency Kitchen

-Board thanked the steering committee for the research and work put into the thought and design for a resiliency kitchen. Adrian answered questions and elaborated on the steering committees' process. He shared that we all benefit from collaboration, shared brainstorming and being aligned in our consensus.

At this time the board is not in favor of allocating money to the development of the resilience kitchen before the building of the main hall/kitchen and clothing room. The board noted that they are open to collaborating with Coastal Seniors in the future. The board also noted that it is their hope that we can create that alignment through the facilitated meeting with the steering committee.

Paula made the motion that the board focus on rebuilding the main hall/ kitchen and clothing room first before a resiliency kitchen is considered.

Whyte seconded. Motion was passed unanimously.

- 11. Office Manager Report – Kathy McMurtry

-nothing to report, Kathy and Karen are working on revising the membership envelope.

Upcoming Dates and Events

- i. GCC Board Meeting – March 11
- ii. Pay-n-Take – March 15
- iii. Pay-n-Take Clothing Only -March 22
 - i. Pay-n-Take Clothing Only -March 29
- iv. Pay-n-Take - April 5
 - i. Pay-n-Take Clothing Only -April 12
- v. Pay-n-Take April 19
- vi. GCC Board Meeting - April 22

12. Adjourn to Closed Session – Contract Update

-no closed session was held

13. Meeting adjourned at 2:42 pm

Next Board of Directors Meeting April 22, 2025 at 1:00 p.m. – Gualala Community Center

Agenda
Gualala Community Center Board of Directors Meeting
Tuesday – March 11, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order:

2. Roll Call:

___Kevin Evans ___Leslie Bates ___Barbara Pratt
___Paula Smith ___Karen Russell ___David Fouts
___Whyte Owen Staff: ___Kathy McMurty ___De Williams

Visitors:

3. Approval of Agenda

4. Public Comments on non-agenda items:

5. Approval of the February 2025 Board of Directors Minutes:

6. Correspondence/Presentations:

7. Treasurer's Report:

- a. GCC Balance Sheet – February 2025
- b. GCC Profit and Loss Statement – February 2025
- c. GCC Budget Statement – February 2025

8. Committee Reports:

- a. Annex Expansion/Remodel Committee – David Fouts
- b. Building Maintenance and Operation – David Fouts
- c. Funding/Grant Opportunities – David Fouts, Whyte Owens
- d. Branding/Marketing/Newsletter – Barbara Pratt
- e. Department head/volunteer meeting – Karen Russell

9. Old Business:
 - a. Community Center Rebuilding Update – Closed Session Action March 3, 2025. Motion was made to authorize Figure to redesign the construction plans to modify the square footage of the new community center building. Paula Smith, Second Leslie Bates ~ Motion Approved
Sharing of Communication with Figure
 - b. Pink Building Update – David Fouts
 - c. GCC General Membership Meeting (June 2025) – Karen Russell
Confirm annual GCC meeting (combination zoom and in person) June 21st or 28th 1:30 pm to 3:30 pm.
 - d. Announcement GCC Board of Directors will have three open spots.
Nominees for the Elections for 2025/26 must be members of the GCC for 3 months prior to the election.

10. New Business:

- a. Steering Committee/Ray Feeney Communication – March 3, 2025
[Resilency Kitchen](#)

11. Office Manager Report – Kathy McMurtry

Upcoming Dates and Events

- i. GCC Board Meeting – March 11
- ii. Pay-n-Take – March 15
- iii. Pay-n-Take Clothing Only -March 22
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- iv. Pay-n-Take - April 5
 - i. Pay-n-Take Clothing Only -April 12
- v. Pay-n-Take April 19
- vi. GCC Board Meeting - April 22

12. Adjourn to Closed Session – Contract Update

13. Adjourn to next Board of Directors Meeting April 22, 2025 at 1:00 p.m. – Gualala Community Center
ReplyReply allForward

Gualala Community Center Board of Directors
Tuesday – April 22, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order: 1:05 pm
2. Roll Call:

Kevin
Whyte
David
Barbara
Karen
Paula

Absent: Leslie

3. Approval of Agenda
Correct May Board meeting
Add: Owl Feedback
 Membership Report
David moved K Seconded
Approved

4. Public Comments on non-agenda items:

Robert: Process issues: hallmark of a good decision makes sense (financially) and feels right (values). Current potential Funders don't feel good about the current plan. Need alignment of facts related to facts. If a set of goals and facts were aligned a better proposal could be developed.

Janet: Board to consider a GCC membership drive effort

5. Approval of March 3, 2025 Special Board of Directors Minutes: P move to approve K second
Passed unanimously 2 Board members are absent
Approval of March 11, 2025 Board of Directors Minutes: David to approve Paula seconded
Passed unanimously
To be posted on website by end of week

6. Correspondence/Presentations:

- a. County of Mendocino Building and Planning Department – March 21, 2025
- b. 2026 Community Project Grant Funding Application – April 7, 2025
- c. March 4, 2025 Special Board of Directors Minutes
- d. March 11, 2025 Board of Directors Minutes
- e. Statement for April 21 st meeting from Nancy Howard – April 17, 2025
- f. Communication from Ray Feeney – April 17, 2025

7. Treasurers Report: David Fouts

- a. GCC Balance Sheet – April 2025
Assets: GCC fund: \$650,000
Rebuild Fund: \$1.8 million

b. GCC Profit and Loss Statement – April 2025

Net gain for March \$8,000

c. GCC Budget Statement – April 2025

Total Demolition Costs: \$46,840 (\$20,000 in charges related to coastal commission requirements: engineering, consultant, environmental reports.)

Approve Treasurer's Report: Moved by Whyte seconded Karen Approved

8. Committee Reports:

a. Building Maintenance and Operation – David Fouts

Roof: survived this winter. Annex roof will need repairs, currently seeking bids for that expense.

Furnace:

Open area cleared: John Robertson did it. Board thanks him

Kevin noted there was \$25,000 available in demolition fees currently in Rebuild Fund

b. Funding/Grant Opportunities – David Fouts, Whyte Owens

Karen, Paula and Leslie met to apply for Mendocino county grant, Paula called county and GCC does not qualify for the grant (we needed a lower mean income level.)

c. Branding/Marketing/Newsletter – Barbara Pratt

Shared branding information

d. Department head/volunteer meeting – Karen Russell

Next meeting May 13, 2025 at noon

e. Membership: David noted that moving forward we have a consistent printed account of the numbers of members. This would be an ongoing new agenda item under old business. This would track membership and be a permanent records. Barbara Pratt shared this would include types of membership.

Karen asked if we could send an introductory letter to the real estate agents to encourage new membership. Barbara suggested offering a first year free membership.

Karen and Barbara to develop letter.

Paula shared that Seve Cardosi is developing NorthCoastLink which is a concierge services for local businesses. Paula suggested the GCC be included, she will research that.

9. Old Business:

a. Community Center Rebuilding Update – Kevin Evans

Kevin noted the GCC was encouraged to reapply for the federal grants in the amount of \$2 million. Kevin noted we are also in conversation with the state regarding possible grants.

b. Pink Building Update – David Fouts

Pink Building is gone and it is paid for completely. The area needs to be seeded with Sea Ranch Meadow mix. There is still a sign off to be done from the county.

c. GCC General Membership Meeting (June 2025) – Karen Russell

Kevin noted that he has an emergency down in San Clemente and cannot attend the meeting.

Board decided to keep the date: June 21, 2025

Karen to develop an agenda for approval form board at May Board meeting.

d. GCC Board of Directors Elections for 2025/26 – Kevin Evans

Open period for filing new board members starts April 29 to be closed May 31, 2025. Ballots and (candidates statements on websites) to be emailed and mailed out to general membership by June 6, 2025. Ballots must be received by GCC by June 20, 2025 to be contd.

Results to be reported on June 21, 2025 at the board meeting.

e. Appraisal of the Gualala Community Center Assets – Paula Smith/ Kevin Evans

Paula sought out a commercial real estate appraisal. Two bids were provided to Paula by Keith Savlik for building or building and parcels. \$10,000 for building and parcels. He said it would take 4-5 weeks. Paula to seek information from local businesses.

Local commercial real estate insurance agents may also be a source for commercial appraisals.

Karen to also pursue a bid.

f. Gualala Community Center Audit – David Fouts/Karen Russell

David noted in 2023 we had fire and subsequently our insurance paid the GCC over 1.5 million dollars. In California if as non-profit you earn more than 2 million in a year you must be audited. Apparently it was determined that the money was considered income to the GCC thus an official audit was required by the state. The group performing the audit were too busy with tax returns to finish the audit per deadlines.

They are currently working on the audit with expedited instructions. It is likely to be completed by the end of May.

As soon as we get the audit we will forward it to the Department of Justice.

Fiscal year 2024 we did not make over 2 million thus no audit would be needed.

Cost of audit is a \$5600.

g. Point Arena High School Scholarship program – Karen Russell

The board has committed to 5 scholarships of \$2,000 each for the senior class at PHS.

Donna Miller, PHS High School Counselor is collecting scholarship applications (letters of recommendation, grades, intention statements, ...) currently being collected. To be received by 4/25/2025

May 28 5:30pm will be the awards ceremony.

10. New Business:

a. Point Arena High School Scholarship program – Karen Russell

b. Summary of April 21 st Joint Board of Directors and Steering Committee Meeting

FACILITATED MEETING: GUALALA COMMUNITY CENTER AND STEERING COMMITTEE

APRIL 21, 2025

LED BY ANDREA LUNSFORD

ATTENDEES (* Board members):

BOB R

CATHI M

SUSAN M

SALLY S

COLBY B

NANCY H

JIM

RAY F

*PAULA S

DARLA B

ADRIAN

*WHYTE

BARBARA P

*KAREN R

BILL M

CATHY

JANET

**KEVIN

DAVID F

A.L.: "Rhetoric: the art, practice and theory of ethical communication."

Mission of GCC: Serve, Celebrate (Gather), Support

The Steering Committee presented a plan for moving forward with the rebuild of the community center.

Summarized next steps (** Board votes):

1. **Board to consider Steering Committee's proposal
2. Consult with Molly (coastal build consultant) regarding feasibility of plan
3. **Approve clearing of lot and grading.
4. **Consolidate parcels of land owned by GCC.
5. **Consider up to \$10,000 budget for reimbursement to Steering Committee for design related actions per rebuild
6. **Board to consider meeting more frequently to address issues requiring an expedited timeline.
7. Check with the county building department regarding the new design per Molly's Input.
8. Check with the Insurance Company regarding the use of money received.
9. Plan regarding informing donors of design changes if made.

The board would like to thank Andrea Lunsford for her leadership during the facilitated meeting.

Paula noted we need to be very careful regarding what we can and can't do. We need to establish a budget and make sure we can meet all code requirements.

David shared that building clothing structure first is a prudent plan given our current financial situation. David said he spoke with Molly about alternate plans and she noted it would fit in the footprint of the previous that has been signed off my county.

Karen agreed with David and would like to see the Board approve a plan to start building a clothing room and re-engage with Figure for the main hall and kitchen. She advocated for a phased building plan with local help on the clothing room.

Paula said this is a huge change and she wonders whether the stakeholders should be consulted to get more input. We have not heard from all the people that use the hall.

Ray asked why is there a sentiment that the new design undermines or changes the original objective / plan?

Paula is concerned that building a clothing department first may undermine the resolve to build a main hall /kitchen.

Kevin shared concerns about the costs with the clothing additional...many hard numbers are not available. Hard to make a decision without knowing the numbers.

Barbara wants to move forward with the original design. Through two years of community input, she concurs that a larger auditorium with a kitchen is the number one community need. Locating a clothing room in the Steering Committee's proposed area would limit the new auditorium size and impact the aesthetics of the total GCC campus. Clothing is doing well in its present location and should move back on campus to a more appropriately sized area in the future. She prefers to continue working with Figure to find an economical solution.

Whyte made a motion that the board authorize the engagement of a designer (or savvy contractor) to give us a set of plans for the first phase of a redesign with costs estimates. The

board authorizes up to \$9,000 to the steering committee for related expenditures for the redesign to be reimbursed by the board .
This does not obligate the board to any plan and any future contractual agreements are subject to the approval of the board.

David second the motion
Unanimously approved.

11. Office Manager Report – Kathy McMurtry
 - a. Upcoming Dates and Events
 - i. Board of Directors Candidate filing opens – April 29
 - ii. Pay-n-Take – May 3
 - iii. Pay-n-Take Clothing – May 10
 - iv. GCC Board Meeting – May 13
 - v. Pay-n-Take – May 17
 - vi. Pay-n-Take Clothing – May 24
 - vii. Pay-n-Take Clothing – May 31
 - viii. Board of Directors Candidate filing closes – May 31
 - ix. Board of Directors Meeting – June 10
 - x. GCC General Membership Meeting – June 21

12. Meeting was adjourned 4:34 pm

Adjourn to next Board of Directors Meeting May 13, 2025 at 1:00 p.m. – Gualala

Gualala Community Center

Board Meeting

Tuesday – May 13, 2025 – 1:00 p.m.

Del Mar Center – The Sea Ranch

1. Call to Order: 1:12pm

2. Roll Call:

Kevin, Paula, David, Barbara, Leslie, Karen (Absent: Whyte)

3. Approval of Agenda

Add:

-Community Center Update First

-Need for Zoom Account

-Correspondence from De, regarding Use of Hotel

-Owl Report

Approve as amended Leslie made the motion David Seconded, Approved

4. Public Comments on non-agenda items:

(up to 3 minute limit, time not on the agenda)

Steve Smith: Fire Dept. Picnic on Memorial Day Weekend

Janet: Membership forms are on the back table please consider joining

Karen Russell: Close Encounters Play at the White Barn this week

Esther : Pop up PnT on Memorial Day weekend

Member: How much has been raised for Rebuild and how has it been spent?

Paul: Has Hotel been toured?

Kevin: No Board members have physically toured the building.

Audience member: Gualala Hotel does not have a foundation. The owners could not get insurance.

5. Approval of April 22, 2025 Board of Directors Minutes:

David made the motion to approve with changes, Karen Seconded, Approved

Changes: Include Paula as in attendance

Adjournment for May not June meeting.

Item 12 typo: remove \$ sign

Minutes should be posted website within 2 days-Barbara

6. Correspondence/Presentations:

a. Correspondence:

- Regarding Rebuilding the Community Center from Nancy and Steve McLaughlin
- Purchase of Hotel from De Williams
- Darla Reynolds asked four more letters to be attached to the agenda

7. Treasurer's Report: David Fouts

- a. GCC Balance Sheet – May 2025
- b. GCC Profit and Loss Statement – May 2025
- c. GCC Budget Statement – May 2025

8. Old Business

a. Community Center Rebuilding Update – Kevin Evans

Paula gave a presentation listing the options:

- Redesign from Figure
- Purchase the Gualala Hotel
- Prefabricated Building
- Steering Committee Proposal

Concern noted that the The Steering Committee resulted as an action from the board.

Kevin discussed the history of how a Rebuild Committee was established to guide the board in making decisions regarding the rebuild.

The Rebuild Committee Advised the Board accordingly.

Clarification the Steering Committee Membership is a group of volunteers, not specific board appointees

Common goal: Rebuild a Community Center

Barbara said her original goals were to make money for the GCC, increase community interest and get the new building financed. Membership has increased. Barbara is committed to the new building.

Kevin: General Membership will vote on how we proceed from here.

Figure was approved to be the architect

Board of Directors are responsible for contacts

Steering committee work not approved from board of directors

Under contract with Figure.

Figure current design plan is downsized to 5,000 square ft.

Steering Committee:

Working on this version of the redesign for 2 months

Adrian Adams: Structural Engineer

Now we are looking to proceed with one phase.

Mission: proceed with an alternate plan.

Rebuild:

PnT

Kitchen

Main Hall

Bathrooms

7,000 Square feet, at a cost of \$4,000,000

Using local help.

Where does \$4,000,000 come from?

1.7 million in rebuild fund

1 million from Coastal Seniors

500,000-600,00 local donations

700,000 GCC funds

Let the GCC Membership weigh in on this option.

Public Comments:

Darla Buechner, will new members have a vote on new GCC building?

Kevin: Will be discussed on today's agenda

Jim Stanford: Primary contractors, liability issues, people sign a waiver to volunteer?

Things generally run 20% over. Is there a buffer?

Steve McGlaughlin: long time member of the community, concerned with the Steering Committee Proposal, absolutely essential that a meeting hall be rebuilt; a center for the community.

Cassie Grossman: insurance coverage issues, have you done any research?

Chuck Apano: Lion's Club President, made a \$40,000 donation to see center be rebuilt.

Community is the foundation of the center. A venue that the community can use.

Park your tribal agendas and let's get a community center built.

Michael Combs: resident since 1949, lots of fun there. In Lion's Club for over 400 meetings.

Open space is needed, the more the better.

Would recommend us having a "Butler Building" at \$300 a square ft. All else: wasted space?

Carolyn Andre: Board Chair, Coastal Seniors. First I care a lot about Coastal Seniors. I was very unhappy and hurt about the perspective of Coastal Seniors. We would like to be in the building and do meals again.

Since COVID and the burning of the community center, we have a ton of people that need to get out and socialize.

Sally Shine: Proud member of the steering committee, seniors are so involved in the community, so many people lost their purpose of volunteerism. Member of the clothing room department. ICO articles have been disruptive. Clothing room needs to be rebuilt. Saves \$36,000 in rent for the current building.

Steven Powell: What is a community, we are all seniors, the PnT is a whole different community: garndeers, roofers, cleaners, to say PnT is useless is ridiculous.

PnT produces revenue to support the Community Center. Lets use local builders and architects.

Chris Beech: 50 year contractor, to clarify, the steering committee plan is simplified. Simple construction. Don't anticipate us using all volunteers to do all the work. Need a local contractor responsible to do the job.

Everything here is custom. I am a first generation apprentice carpenter at Sea Ranch. If you use locals you will get much lower costs. Figure plan is skewed.

Steering committee plan we can do it for at most \$600 per square feet.

We have volunteers and can do it for much less cost.

Steering committee wants permission to pursue a preliminary plan to get bids.

Susan Militech: Landscape Designer, here since 1975, on the Steering Committee. Process of original design not inclusive of PnT. Concerned about the idea of a vote, need time for the community to understand the details. Strongly disagree with membership meeting without full understanding of options.

Susan Walburst: Question to myself, is PnT including the clothing the department, support the community center or does the community serve the PnT?

Kat Lucin: 40 year community member. Feel like the plan was shoved down our throat, too late for public comment and input.

Want this new building to be done locally. Talented community.

Robert Juelling: reminiscent of past projects to be built by the community. 40 year resident of Gualala community, Took Bill and De to the hotel to review it. Real Estate agent to the Pederson's who owned the hotel when it was opened. Happy to help with that negotiation.

Karen Scott, Banana Belt properties here since 1979. President of the Soroptimist Club.

We need a community center to be viable for emergency services. We want something as soon as possible. We want to see PnT continue and a structure we can use.

Janine O'Neil; work at the high school, a sense of community is critica fo the teenages, it shows that we think seniors are important. A sense of community is important. We want local people to be involved in this, my husband was a little guy collecting bricks for the old center. Outside contractors are an insult to the community. There is our community center.

Rick ONeil, here since 1953. Can we have weekly meetings on rebuilding progress? I will contact my supplier and they will give me a price break on the new community center, need to

get it done because we are burning daylight. We would like building to represent our history. Don't need it to be too fancy, we are simple folk.

My parent's funeral was there.

Cathleen Chasey, here for 10 years, came to the meeting because of proposals out there. June 21 vote too early. We need to investigate options. Let's tour the Gualala Hotel

Barbara Pettigrew: Gualala and Sea Ranch are different. We always had our own community, we need our building back.

People on the fringes that will come out of woodwork and help. We could have seen this done by now. Give it to someone who knows how to do it.

Nancy Howard, Manager of the Clothing Store and Steering Committee member. Wanted to build a community center that we can afford. Questions and comments are welcome.

Naomi Swartz: find this meeting distressing, it is divisive. Board has waited way too long.

Thought I would never say it but "Robert, I agree with you." Let's consider using the Gualala Hotel. There since 1903. Would like to see it as a community center.

Linda McCabe, Chair of Sea Ranch forum. Steve mentioned the priority of space for the community center, reiterated by another for an emergency shelter. We need emergency shelters. Recommend board go through with local architects and see what improvements need to be done and if it is feasible.

Bruce Jones, here for 25 years, don't know if I am still signed up?

Michale, Bone Daddy Tomas, here for 50 years. Our soul was burnt. Volunteerism is the core of the community.

Sea Ranch is our factory. We need that community. Dismayed that those are not members, we thought there was no say in the design. They need a right to vote in this decision.

I support the alternate design of the steering committee.

Paul Supich: The Hotel should be investigated by an experienced committee, to consider the price, the improvements needed and the sale of the liquor license.

Janet Pierucci, Baker from PnT, lots of misunderstand misinformation swirling around , particularly in the last 4-6 months. Want to fix the problem. Not enough communication regarding the website. Editorial was inaccurate based on wrong information on the website. Need to get rid of us vs. them mentality. We are a community: SOBs and NOBs. Important when you put together a ballot that has correct information on the website and ballot. Let's act with respect and cooperation.

Susan Chasey: Wrote grant for Mill Bend. Want to appreciate Kevin for the work he has done. He put in tremendous work to obtain the grant.

Kevin: We applied for a \$2 million dollar grant which did not pass this last year. We are trying for the grant again this year.

Larry Anderson, coming up here since 1975 here permanently since the COVID. Address goals of space for Lion's Club and Seniors. Importance of time, the hotel is pre existing. Worth investigating. Could be sublet to an operator

My building in downtown Berkeley recently sold for \$370 square foot.

Kat: This meeting has been productive. Can we also consider other time frames for working people.

Sandra Rider: This afternoon has been interesting. Many diverse interests. I suggest we take the top three designs, put them in the ICO to see options. Then have a board meeting.

Marty Linker, I agree with Bone Daddy, we are not yet in a position we should vote on. We need solid numbers. It would also let the board the opportunity to be involved.

Colby Bibb: here for 26 years, I love the Pay n Take, it served the community. It deserves respect. Volunteers have poured hours into the endeavor and be given respect. Bookstore functions as a local library.

Adrian: Straight forward options, steel building is an option, steering committee could incorporate that, Figure's reduced design is expensive and smaller.

Darla Reynolds Buechner, locals are not happy, many people work, we need to give them an evening meeting

Rebecca Stewart, Executive Director of Coastal Seniors, we can work together. Just turned 69 (Crowd: You're a baby!) Let's make it practical that we can all be proud of.

Deb Kessler: Who is deciding if the community has a vote?

Dan Lewis: Part of GMAC Advisory Council, if it gets delayed it will be taking MUCH longer. Set timeline back by 2 years conservatively.

Susan Levinson-Palmer: Like to see it rebuilt, one thing to think about, Gualala is two stories, we looked through historic data. They told us women were tired of walking up and down stairs. Need a one story. We love that hotel, just something to think about.

Break til 3:20 pm

Meeting back to order 3:20 pm

Public comments are closed, board will deliberate.

Item 8a.

Karen: Need to consider the options, get the pros and cons stated and get community input

Kevin: Steering Community Proposal has changed, pleased with steering committee's proposal. The Figure plan was 9 million, if we use the Steering committees propose we need to make sure it is doable.

Propose to the community the three options presented today. There is a time constraint to rebuild under the county's permit, as long as we show progress, the exemption will stay in place.

Adrian said he spoke with the building department and we have an exemption that should be in for a revision. We do not want to fall under coastal commission review.

We can look at having a special meeting in the evening.

Paula: Verify statement from building department.

Barbara: Before a new building I would want to see the plans and see where the money is.

Karen: Side by side detailed analysis between 3 options: design, square footage, costs, labor source, committed sources for funding, perceived timelines, including MOUs (Coastal Seniors.) Vetted by those proposing the option.

Announcement that you must be a member to vote.

Membership votes on the option.

Rhonda said it is confusing regarding membership.

Sally: membership eligibility.

Paula: Take out a mortgage on what we have.

Janet: Request to the board, take down the most recent steering commitment proposal.

Communicate with the steering committee on a more regular basis.

Darla asked for an agenda to be available to the community earlier. Kevin noted that the delayed agenda was because other things were added at a late date.

GCC needs to improve its rating.

Keivn; Public needs informations

Sally was there a penalty to closing the contract.

Paula: What if we didn't speak with Figure again.

Paula moved to undo the pause with Figure to explain where we are as a community and get their input.

Leslie seconded the motion.

David Yes

Barbar Yes

Paula Yes

Karen No

Motion passed to resume Figure communication.

Kevin noted that Figure is invested in providing a viable plan to the community center.

Karen proposed two things:

1. Development of a fact based analysis to be shared to the community comparing the options we have before us with the details I noted to be voted on by the membership

2. An announcement in the ICO that to vote on the options you must be a member by June 15, 2025 date to vote in the election scheduled for before July 30.

Kevin said those are operation items that can be done without a motion.

June 21 Annual Meeting

March 31 deadline.

Possible change of by laws: Any new or renewing member is eligible to vote at an established election for any issue before the board including the board candidates.

Rhonda: make it a month and make sure everyone is aware.

Robin: frustrated that I wasn't a member.

Kevin: I want to recognize and thank those members of the GCC. We need to honor that, we do need to address the vagueness in our board by laws. Propose Fiscal year membership: July thru June.. Voting is now done via a ballot.

Two weeks to return it to the GCC.

Proposal: To vote you must be a member (new and renewing members) three weeks before any election.

Steve: It's a current violation of California corporate code.

Motion to adjourn the meeting. Barbara seconded it. David, Barbara, Paula, Leslie said yes, Karen said nay.

Meeting adjourned at 4:20 pm.

REFERENCE:

Definition of A 501(c)(3) nonprofit is a specific type of nonprofit organization recognized by the Internal Revenue Service (IRS) as tax-exempt under Section 501(c)(3) of the Internal Revenue Code.

Key features of a 501(c)(3) nonprofit:

- Exempt from Federal Income Tax: The organization itself does not have to pay federal income taxes on its income.
- Donations are Tax-Deductible: Individuals and businesses who donate to a 501(c)(3) organization can often deduct those contributions from their own taxable income.

- Organized and Operated Exclusively for Exempt Purposes: The organization must be established and operate primarily for one or more exempt purposes, such as:
 - Charitable
 - Religious
 - Educational
 - Scientific
 - Literary
 - Testing for public safety
 - Fostering national or international amateur sports competition
 - Preventing cruelty to children or animals
- No Private Benefit: The organization's net earnings cannot benefit any private individual or shareholder, and its assets must be dedicated to its charitable purposes.
- Restrictions on Political Activities: 501(c)(3) organizations are significantly restricted in their involvement in political campaigns and lobbying activities.

In essence, 501(c)(3) status encourages the formation and development of nonprofit organizations that serve the public good by offering tax benefits to both the organizations and their donors.

Extended Board Meeting from May 13, 2025

Tuesday – May 20, 2025 – 1:00 p.m.

Gualala Community Center

1. Call to Order: 1:09 pm

2. Roll Call: All Board Members Present: Kevin, Leslie, Whyte, David, Barbara and Karen

3. Approval of Agenda:

Adds/Changes:

Remove Karen from Audit

Add Zoom to Owl

Correct Pat to Pay

Motion: Approve agenda and minutes with corrections:

WHYTE MOVED, BARBARA SECONDED , Approved

4. Treasurer's Report: David Fouts

Balance \$2.5 in assets (\$1.8 million in rebuild fund)

- a. GCC Balance Sheet – May 2025
- b. GCC Profit and Loss Statement – May 2025
- c. GCC Budget Statement – May 2025

April Net: \$11,000

More income because Clothing is open every Saturday

Budget low to account for factors such as rain, etc.

Every month we pay 3 food banks and coastal seniors

We are currently under budget.

Major expense this year was the removal of the pink house, total cost was \$48,000 .

Question: current expenses of reconstruction project? \$129,000 to architect, Through the architects (\$60,000) geo report \$6,900, structural engineering \$99,000, Mechanical \$24,000, AV Security \$77,000 4,500 Energy...Approximately \$680,000

1.6 million in insurance, with \$300,000 add ons: \$150,000 for loss of materials, \$50,000 loss of income,...

Paula: Doug Thompson, local architect, noted that to change the designation of the Hotel it would require the involvement of the California Coastal Commission. This could be very time consuming.

Motion: Approve the Treasurer's Report

Karen Moved, Paula Seconded, Motion Approved

Kevin proposed whether a \$9,000 budget should be given to the other two options: hotel and Steel.

Whyte: Can you build a steel building in a salt spray zone? Unknown

David: The Hotel Idea is backed by a group and if they want to present that to us, that is their option. If we consider the hotel it needs scrupulous reviewing. If we go that route then we should provide resources to hire a building inspector.

Leslie: When the \$9,000 was presented it was in good faith. Perhaps a pool is in order, we need facts to consider.

Barbara: Should we rescind the \$9,000 and give \$2,000 to each?

Kevin: I need more information to present reasonable options to vote in August. We can collect the information as we can knowing there is a new board in place in July. Vote option for August. Want complete information.

Kevin proposes that we work with the groups that made the suggestions.

Paula: Shouldn't a listing provide a disclosure of needs for the Hotel?

Leslie: Could we work with a real estate agent?

Robert: has the listing and there is information out there to review , most of the reports need updating.

Chris: Steering Committee doesn't anticipate spending any GCC money. Don't give money to anyone.

Rick: Save yourself time by explaining how a large meeting can be accommodated at the hotel?.

Mike: Hotel is a noble cause but not feasible for a community center. Structural integrity of the building is just not there. Not the fit for a community center.

Hotel: "Just a no for the community center."

Motion: Move to rescind the \$9,000 to the steering committee

Paula moved Leslie seconded, Karen voted no, all others voted aye, Motion Approved

5. Old Business

a. GCC Elections and voting requirements – Kevin Evans

Thought: return to membership from July to June (fiscal year) Open voting rights to any member in good standing by May 26, 2025. This would include voting for directors. In the future bylaws will be amended.

David: Members as of next week should be able to vote for directors.

Any new member should be able to vote on issues to general membership but there should be a at least one month for directors.

How will word get out?

By Laws will need to reflect upcoming issues as well.

Members in good standing may vote on issues

To run for board you need to be a member for three months.

Amended Motion: Anyone who is a member of the GCC, by the date by which mailing of ballots is done, may vote in the Board of Directors election.

Kevin Moved, Leslie Seconded, Motion Approved

Steve: It is important to note that 2 months is the longest amount of time you can require before you can vote, in any other case you need an amendment to the by-laws.

Mike: commend the board, need to push for a membership drive, most are adamant of what they want to see.

Tomorrow is the deadline for candidates:

5/21/25

Karen: Can we notify our members regarding these amendments? Write in candidates will be considered.

b. Appraisal of the Gualala Community Center Assets – David Fouts, Paula Smith

Karen: Appraisals are needed for sales and for loans, not appropriate at this time.

Paula: if we are looking at alternate funding, we may need it for funding.

Someone could buy the extra acreage, such as a nature conservancy. They may want to purchase the property.

David: no appraisal is needed at this time, we are waiting to hear back from our insurance broker.

Whyte: Any talk of going into debt is off the table.

Common knowledge you can look up sq. footage.

Darla: Property was donated to the community and is not for sale.

Rick: Easy to work with an insurance agent, no need for an appraisal.

Motion: Board of Directors do not proceed with an appraisal at this time

Karen Moved, David Seconded, Motion Approved, with one no vote from Paula

c. Gualala Community Center Audit Update – David Fouts

As a non-profit, California has restrictions on the amount of money a non-profit takes in. When the 1.8 million of insurance money was added to our assets the GCC was tagged for an audit. At this time it looks like we have revised the taxes to avoid the audit.

d. Point Arena High School Scholarships – Karen Russell

The GCC will award three scholarships to seniors from Point Arena High School on May 28 in the amount of \$2,000 each.

e. GCC General Membership Meeting – Karen Russell

Change venue to GCC on June 21 at 1:30 pm

6. New Business

a. Pay-n-Take guidelines and procedures for recruiting and keeping volunteers –

Kevin Evans, David Fouts, Bill Matthews

For the volunteers if any behavior constitutes anything that is inappropriate, discussions are had and then they are asked to leave.

Volunteers are interviewed by Bill, and then a discussion takes place with dept chairs and people start probationary.

Volunteers need to be tactful and relate positively and professionally with the public.

Guidelines for board members and volunteers civil behavior exists.

Kelly: Is there a code of conduct for the board members?

Kevin: same standard for members and board

Can those expectations be reiterated with the board members?

b. Gualala Community Center Board Meetings Twice a month – Kevin Evans

Do we want to schedule additional meetings in June?

Barbara Can't meet two times a month

Leslie can't meet two meetings a month

No action at this time.

c. Boundary line adjustment – Kevin Evans

Suggested by a steering committee member. Not sure what the gain is by moving forward with boundary line adjustment.

Darla: Building brings all properties under one parcel for taxes.

David: It costs \$18,000 from the coastal commission because it was two parcels.

If we eliminate the parcels between the parcels they cannot be reestablished. If it was one parcel, it is easier to sell it.

No Action at this time.

Information from Ray Feeny to be provided at a later date.

d. OWL – Karen Russell

In an effort to address our ongoing issues with transparency and clarity of communication; we need a system or person to take the board meeting minutes.

Secretary left in February

It is not feasible for a board member to take minutes and participate, it impedes participation.

Need another secretary or system. I recommend using the OWL technology (like RCMS), consider a subscription with the software program like Boardable or sign up for a business account with Zoom.

David: It is a good idea. Zoom meetings can be held in person or remotely and it provides a record of the meeting.

Owl is a tech device used in meetings to record what transpires

Basic model: \$1,200

Business Zoom Account. \$20 a month

Boardable Software Subscription at \$25 a month and records minutes

Consensus: New board to decide these issues.

7. Committee Reports:

a. Building Maintenance and Operation – David Fouts

Waiting for a new estimate for the roof, have one estimate of \$60,000 for the entire roof.

Bill mowed the area for Farmer's Market.

b. Funding/Grant Opportunities – David Fouts, Whyte Owens

No new information at this time.

Barbara: AARP grant denied.

c. Branding/Marketing/Newsletter – Barbara Pratt

Community Center FB page going strong

Newsletter will continue

Candidates information will go in ICO

Board Meetings need to be printed in ICO

d. Department head/volunteer meeting – Karen Russell

Will meet next June 10 at 12:15 pm

8. Public Comments on non-agenda items (continued)

Chris: Any update on Figure doing more design on current plan?

Board has not discussed any further direction with them at this time.

9. Office Manager Report – Kathy McMurtry

Kathy is receiving requests for public information and she is overwhelmed. Please direct all requests for information to Kevin, Board President and Board

Darla and Chris noted that their requests were not part of the Steering Committee.

Don't want Kathy in the position of responding to such requests.

10. Upcoming Dates and Events

i. Pay-n-Take – May 17

ii. Pay-n-Take Clothing – May 24

iii. Pay-n-Take Clothing – May 31

iv. Board of Directors Candidate filing closes – May 31

v. Pay-n-Take – June 7

vi. Board of Directors Meeting – June 10

vii. Pay-n-Take Clothing – June 14

viii. Pay-n-Take – June 21

ix. GCC General Membership Meeting – June 21

x. Pay-n-Take Clothing – June 28

xi. GCC Board Meeting – July 8

11. Adjourn to next Board of Directors Meeting June 10, 2025 at 1:00 p.m. –

Motion: adjourn this meeting

Karen moved, Second David Approved at 3:02 pm

Gualala Community Center Board of Directors
Special Board Meeting
Tuesday – May 20, 2025 – 1:00 p.m.
Gualala Community Center

1. Call to Order:
2. Roll Call:
3. Approval of Agenda
4. Treasurers Report: David Fouts
 - a. GCC Balance Sheet – May 2025
 - b. GCC Profit and Loss Statement – May 2025
 - c. GCC Budget Statement – May 2025
5. Old Business
 - a. GCC Elections and voting requirements – Kevin Evans
 - b. Appraisal of the Gualala Community Center assets – David Fouts, Paula Smith
 - c. Gualala Community Center Audit Update – David Fouts, Karen Russell
 - d. Point Arena High School Scholarships – Karen Russell
 - e. GCC General Membership Meeting – Karen Russell
6. New Business
 - a. Pay-n-Take guidelines and procedures for recruiting and keeping volunteers – Kevin Evans, David Fouts, Bill Matthews
 - b. Gualala Community Center Board Meetings Twice a month – Kevin Evans
 - c. Boundary line adjustment – Kevin Evans
 - d. OWL – Karen Russell
7. Committee Reports:
 - a. Building Maintenance and Operation – David Fouts
 - b. Funding/Grant Opportunities – David Fouts, Whyte Owens
 - c. Branding/Marketing/Newsletter – Barbara Pratt
 - d. Department head/volunteer meeting – Karen Russell
8. Public Comments on non-agenda items (continued)
9. Office Manager Report – Kathy McMurtry

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- i. Pay-n-Take – May 17
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- viii. Pay-n-Take – June 21
- ix. GCC General Membership Meeting – June 21
- x. Pay-n-Take Clothing – June 28
- xi. GCC Board Meeting – July 8

11. Adjourn to next Board of Directors Meeting June 10, 2025 at 1:00 p.m. – Gualala Community Center

Gualala Community Center Board of Directors
Tuesday – June 10, 2025 – 2:00 p.m.
Elaine Jacobson Center – 38550 Hwy 1

1. Call to Order:
2. Roll Call:
3. Approval of Agenda
4. Communications/presentations
 - a. Gualala Community Center Project Update – Figure Architects
 - b. Committee Presentation – Nancy Howard
5. Public Comments on non-agenda items
6. Approval of Minutes
 - a. May 13th Board of Directors
 - b. May 20th Board of Directors
7. Treasurers Report: David Fouts
 - a. GCC Balance Sheet – June 2025
 - b. GCC Profit and Loss Statement – June 2025
 - c. GCC Budget Statement – June 2025
8. Old Business
 - a. GCC Elections, candidate qualifications and voting requirements – Kevin Evans
 - b. Gualala Community Center Audit Update – David Fouts
 - c. Point Arena High School Scholarships – Karen Russell
 - d. GCC General Membership Meeting – Karen Russell
9. New Business
 - a. Rebuild options – Karen Russell
10. Committee Reports:
 - a. Building Maintenance and Operation – David Fouts
 - b. Branding/Marketing/Newsletter – Barbara Pratt
 - c. Department head/volunteer meeting – Karen Russell

11. Public Comments on non-agenda items (continued)

12. Office Manager Report – Kathy McMurtry

13. Upcoming Dates and Events

- i. Pat-n-Take – June 7
- ii. Board of Directors Meeting – June 10
- iii. Pay-n-Take Clothing – June 14
- iv. Pay-n-Take – June 21
- v. GCC General Membership Meeting – June 21
- vi. Pay-n-Take Clothing – June 28
- vii. Pay-n-Take – July 5
- viii. GCC Board Meeting – July 8
- ix. Pay-n-Take Clothing - July 12
- x. Pay-n-Take – July 19
- xi. Pay-n-Take Clothing – July 26

14. Adjourn to next Board of Directors Meeting July 8, 2025 at 1:00 p.m. – Gualala Community Center

Gualala Community Center

Serve, Support Celebrate

June 21, 2025 1:30 pm
Gualala Community Center Courtyard
(bring a folding chair)

Agenda

1. Welcome: Introductions, Review of the Agenda, Message from the President

2. Acknowledgments:
 - David, Leslie, Paula
 - Kathy McMurtry
 - P 'n T Volunteers
 - Steering Committee

3. GCC 2025 Update
 - What we have done: PaulaMembership Increases, Fundraisers, PnT Operation, ...
 - Website/ Communications, ICO, Facebook, Newsletter: Barbara
 - Whom have we helped: WhyteCoastal Seniors, Food Banks, Scholarships,..
 - What is in the bank: DavidBudget v. Actuals for Fiscal Year
 - Future Needs: KarenRebuild, Revise By-Laws, Renew, Continue work on transparency and communication (new systems for recording Board meetings)

4. Preliminary Results of the Election

5. Presentations: Options for Rebuild

6. Membership Feedback for New Board

Gualala Community Center

Serve, Support Celebrate

Board of Directors Meeting

July 8, 2025 - 1:00 p.m.

GCC Courtyard

MISSION STATEMENT: The purpose of the Gualala Community Center is to provide a center for civic education, welfare, and cultural activities of the community.

1. Call to Order:

2. Roll Call:

2024-2025 Board Members:

Kevin Evans (Resigned as of July 8, 2025)

Whyte Owen

Barbara Pratt

Karen Russell

David Fouts

Paula Smith

Open Seat (Vacated by Leslie Bates who resigned in May 2025)

2025-26 Board Members:

Janet Pierucci

Darla Buechner

Colby Bibb

Michael Combs

Barbara Pratt

Whyte Owens

Open (to be appointed by the board)

Staff: Kathy M

3. Approval of the Agenda:

Motion:

Second:

Vote:

4. Public Comments on non-agenda items:

5. Approval of the June 10, 2025 Gualala Community Center Board Meeting

[Minutes:](#)

Motion:

Second:

Vote:

6. Office Manager Report / Correspondence:

7. Presentations: None

8. Year in Review- Recap

a. Community Center Rebuild: What has happened has provided lessons and incentives moving forward

b. Revising of By-Laws: Necessary for greater clarity and directed function as an organization

c. Membership Increases: Nearly tripled in size as an organization which is absolutely great news but also comes with issues related to the management of a larger membership.

d. Continuing the priority of giving back to the community: Coastal Seniors, Food Banks, Scholarships

e. Communications, outreach, transparency, social media, website

f. Ballots were not counted, given there were five open seats and four candidates Kevin did not deem it necessary to count the ballots.

New board members will be:

Janet Pierucci

Darla Buechner
Colby Bibb
Michael Combs

g. Kevin noted that we have no news on the federal and state grants. Kevin previously stated that Congressman Huffman encouraged the GCC to reapply for the 2026 federal government community Project Grant which is worth \$2,000,000.

9. Passing of the gavel to the new board

Election of 2025-26 Board of Director Officers

- a. President :
- b. Vice-President :
- c. Secretary :
- d. Treasurer :

Motion to approve Check Signers for both Westamerica and Redwood Credit Union:

President:

Vice President:

Treasurer:

Office Staff: Kathy McMurtry

10. Approval of the Treasurers' Finance Report

11. Old Business:

- a. How to determine the path forward regarding the rebuild: Figure's "Essentialized Plan" or Build Local Plan?
- b. By-Law Vote: next steps

Establish a committee to review the By-Laws, make recommendations for changes, Board to review and approve , then send to membership for final approval vote.

- c. Gualala Community Center Audit Update
- d. Report from meeting with Mendocino Planning Department

12. New Business:

- a. Appointment of Board Member for vacated seat
- b. Ongoing need for recording Minutes: Zoom, Owl, Boardable

	Zoom	Meeting Owl 3	Boardable.com	Contract with Notetaker
	<p>\$13³³ /month/user, billed annually or \$16.99 billed monthly</p> <p>Meetings up to 30 hours per meeting</p> <p>100 Participants per meeting Increase with Large Meeting</p> <p>AI Companion</p> <p>Cloud Storage 10GB</p> <p>Docs Unlimited</p> <p>Tasks AI-first task management</p> <p>Clips Plus Unlimited videos</p>	<p>\$1,050.00</p> <p>The Meeting Owl 3 is our all-in-one 360° camera, mic, and speaker device. It sits at the center of the table and captures a panoramic view of the room, as well as a face-to-face view of active speakers, to make hybrid meetings engaging and immersive.</p>	<p>A board management platform purpose-built for nonprofits.</p> <p>Starts at 19.99 / mo.</p> <p>Boardable Video</p> <p>Hold seamless virtual meetings with built-in video and instant AI-generated minutes. Accessibility The most accessible board software — designed for every board member, on any device.</p>	<p>\$60.00 each meeting. Pay an individual to take the notes, make revisions and send them to Board Secretary for publishing.</p>

	<p>Custom Avatars</p> <p>Mail and Calendar</p> <p>Workflow Automation Automate everyday routine tasks</p> <p>Essential Apps</p> <p>Live Chat Support</p>		<p>Modern Meetings</p> <p>Everything from prep to follow-up — streamlined with intuitive tools and AI support.</p> <p>Agenda Builder</p> <p>Start fast with customizable templates and intuitive agenda creation.</p> <p>E-Signatures</p> <p>Request and track signatures — all in one place.</p> <p>Discussions</p> <p>Document Center</p> <p>Polls</p> <p>Polls encourages decision-making between and leading up to meetings.</p>	
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- c. Move the board meetings from the second Tuesday of the month to second Wednesday of month at 6:00 pm
- d. Establish a rental agreement with Gualala Baptist Church to use their facility to hold the Wednesday board meetings while we need a room with more space to accommodate member attendance.

- e. Move to count all the ballots and post the results.

13. Committee Reports:

- a. Building and Maintenance
- b. Newsletter/ website
- c. P 'n T Department Chairs

14. Upcoming Dates and Events:

- Pay-n-Take Clothing - July 12
- Pay-n-Take – July 19
- Pay-n-Take Clothing – July 26
- Pay-n-Take – August 2
- Pay-n-Take Clothing – August 9

Next Board Meeting: Wednesday August 13, 2025 at 6:00 pm

15. Community Center Meeting Adjourn:

Gualala Community Center
Serve, Support Celebrate

MINUTES of the Board of
Directors Meeting July 8,
2025 - 1:00 p.m.
GCC Courtyard

MISSION STATEMENT: The purpose of the Gualala Community Center is to provide a center for civic education, welfare, and cultural activities of the community.

1. Call to Order: By Vice-President, **Karen Russell**

2. Roll Call:

2024-2025 Board Members:

Kevin Evans (Resigned as of July 8, 2025)

Whyte Owen

Barbara Pratt

Karen Russell

David Fouts

Paula Smith

Open Seat (Vacated by Leslie Bates who resigned in May 2025)

2025-26 Board Members:

Janet Pierucci

Darla Buechner

Colby Bibb

Michael Combs

Barbara Pratt

Whyte Owen

Open (to be appointed by the board)

Staff: Kathy McMurtry

3. Approval of the Agenda:

Changes in order of agenda items: Move 11a. and d. to occur after the Steering Committee report

Additions to Agenda: 13.d. Steering Committee report

4. Public Comments on non-agenda items: none

5. Approval of the June 10, 2025 Gualala Community Center Board Meeting
Minutes: not available.

6. Office Manager Report / Correspondence: 2 letters from **De Williams** read into the minutes by **Janet**: See ATTACHMENTS at end of minutes.

1. First letter re: Withdrawal of hotel proposal for housing new community center.
2. Second letter re: Request to consider Coastal Senior use of proposed GCC new building and expressing concern that CS will overtake all use of new GCC. Recommends designating precise hours for CS use, cleaning requirements, equipment accessibility by different groups.

DISCUSSION:

Robert Ramers: “There are misunderstandings in the letter. We are working on a MOU. “

Shelley Priest. Luncheon used to be every week on Tuesdays. Great social experience. Would like to see a return of that lunch program.

Colby : we will need a docent of the kitchen to show how to use and store equipment and how to clean. We have codes that must be met.

Michael Thomas: offered to help with kitchen monitoring.

7. Presentations: None

8. Year in Review- Recap: **Karen Russell**

- a. Community Center Rebuild: What has happened has provided lessons and incentives moving forward.
- b. Revising of By-Laws: Necessary for greater clarity and directed function as an organization. Bylaws ballots not yet counted. Board to decide what to do with them.
- c. Membership Increases: The number of GCC memberships has nearly tripled. There are currently 665 members. The board welcomes all members and recognizes that additional resources may be needed to manage this larger organization.
- d. Continuing the priority of giving back to the community: Coastal Seniors, Food Banks, Scholarships.
- e. Communications, outreach, transparency, social media, website. Thanks to Barbara Pratt.

- f. Ballots were not counted. Given that there were five open seats and four candidates, former President, Kevin Evans, did not deem it necessary to count the ballots.

DISCUSSION:

Kathy McMurtry: reported that only about 80 of the ballots to elect board members, have not been counted.

New board members are:

Janet Pierucci
Darla Buechner
Colby Bibb

Michael Combs refused to be seated on the board pending counting of the ballots.

- g. A message from Kevin noted that we have no news on the federal and state grants. Kevin previously stated that Congressman Huffman encouraged the GCC to reapply for the 2026 federal government community Project Grant which is worth \$2,000,000.

9. Passing of the gavel to the new board
Election of 2025-26 Board of Director Officers

- a. President : **Janet** approved
- b. Secretary : **Whyte** approved for one day.
- c. Treasurer : **Colby** Approved.

Kathy: It is required that it be entered into the minutes that past signers of checks for the GCC will no longer be signers. They are:
Kevin Evans, Karen Russell, David Fouts.

MOTION to approve new Check Signers for both West America and Redwood Credit Union:
Approved:

President: **Janet** Pierucci
Vice President: **Darla** Buechner
Treasurer: **Colby** Bibb

Kathy McMurtry needs a board member to help count Pay 'N' Take income on the 19th of July and the 2nd of August. Board to appoint this person.

Janet and Darla to say a few words

See ATTACHMENTS 3. And 4. at the end of the minutes.

10. Approval of the Treasurers' Finance Report: Not available.

11. Old Business:

- a. How to determine the path forward regarding the rebuild: Figure's "Essentialized Plan" or BUILD LOCAL Plan?

Janet: We plan to review all the expenditures and produce a comparison of the Figure plan and the Build Local plan.

DISCUSSION: Ray Feeney: If there is not funding for Figure's plan, there is no reason to consider that plan. The only funding available for that plan is \$1.8 million in the rebuild account.

Pete Slunaker: It is pointless to suggest to the membership that the Figure plan is a choice.

Cathe Barnes: This should all be explained publicly, to clarify what has happened and why we are proposing what we are proposing.

Michael Combs: I have been providing comparison information. But I haven't seen the chart.

Cat Gleason: We want to see the complete financials; a comparison of what has been spent by both plans.

- b. By-Law Vote: next steps: Establish a committee to review the By-Laws, make recommendations for changes, Board to review and approve, then send to membership for final approval vote.

MOTION made by Darla:

"As stated in my candidate statement, I hereby request Board approval to appoint a Bylaws Revision Committee from the Gualala Community Center (GCC) Membership.

I request that the bylaws that were added to the membership mailing for the June, 2025 ballots be tabled or revoked and that the complete GCC Bylaws be reviewed and updated by a Board-appointed committee to dovetail with the California Corporation Code for a 501 (c) (3) Nonprofit Organization, after which time, the draft revisions be submitted to our attorney for review and final approval.

The newly revised Bylaws will be sent to the membership for a vote with the 2026 GCC Board of Director's Ballots."

MOTION passed

Darla to be committee chair.

Barbara asked for the name of the attorney. GCC currently has no identified attorney.

- c. Gualala Community Center Audit Update: Not yet submitted but it is close to being ready. Report will be under Old business at next meeting.

~~d. Report from meeting with Mendocino Planning Department (Move to occur after 13.d.)~~

12. New Business:

a. Appointment of Board Member for vacant seat:

DISCUSSION: It was suggested that the board send a letter to the membership requesting a letter of interest for serving on the bylaws committee and/or the Board of Directors of the GCC.

Pete: It should be posted in the ICO as well, as a Classified Ad.

b. Ongoing need for recording Minutes: Zoom, Owl, Boardable.
See ATTACHMENT 5. at end of minutes

Board will meet informally to look at these options.

Kathy: It is a legal requirement that the minutes be signed by the secretary.

c. Move the board meetings from the second Tuesday of the month to second Wednesday of month at 6:00 pm.

MOTION made by Darla:

“Whereas, many members of the Gualala Community Center (GCC) have asked that the Board meet at a time when more members are available to attend regular scheduled Board meetings;

and Whereas, the change of meeting date and times would be the second Wednesday of each month at 6 pm;

and Whereas, the Board of Directors will be required to meet more often throughout the construction of the new Community Center, those dates are yet to be determined;

and Whereas, meeting places may be at the Gualala Community Center Annex conference room; unless the meeting topics and interests grow to numbers too large to hold meetings there, the Board may move meetings to another meeting facility such as;

- 1.) The Gualala Baptist Church
- 2.) The Gualala Arts Center
- 3.) The Sea Ranch Del Mar Center

Now, therefore be it resolved that The Board Meeting dates are as follows;

August 13, 2025
September 10, 2025
October 8, 2025
November 12, 2025
December 10, 2025
January 14, 2026
February 11, 2026
March 11, 2026
April 8, 2026
May 13, 2026

June 10, 2026
July 8, 2026”

MOTION passed.

d. Establish a rental agreement with Gualala Baptist Church to use their facility to hold the Wednesday board meetings while we need a room with more space to accommodate member attendance. Included in the motion above. **Darla** and **Janet** will sign the agreement with the Baptist Church.

e. Move to count all the ballots and post the results.

MOTION by **Darla** to count the votes from the ballots to elect board members and publish the results.

MOTION passed. Barbara opposed.

MOTION by **Darla** to amend the previous motion, to state that the “bylaw change” part of the ballot be rescinded.

MOTION passed unanimously.

13. Committee Reports:

a. Building and Maintenance: **Bill**:

Bid from Holguin Roofing to install 50-year shingles on the Annex: \$62,000.

Bid from Todd Courtland \$67,000 for 50-year shingles.

DISCUSSION:

Sheri Kirby recommends Holguin.

Susan and Ray: It is important that the color of the roof coordinate with the roof of the new building.

Pete: Why not have the same roof for both the annex and the new building and have it be metal.

Bill: Was asked to contact a company for metal roofing price.

Ray: The building committee will be doing this research and can work with Bill; no need for two parties to do the same job. Gutters are to painted galvanized.

b. Newsletter/ website: As of July 28, 2025, **Barbara** will no longer be managing the website. New board is seeking a replacement.

c. P 'n T Department Chairs meetings: **Karen** used to do this. The board needs to select someone to assume this task.

d. Steering Committee including Coastal Seniors

transferred from 11. d.

Report on meeting with Mendocino Planning Department:

Adrian : On June 26, **Chris, Jim, Rick, Adrian, and Ray**, met with **Richard Angley** in the Building

Department in Ukiah. He advised that a revision of the former plan is the best way to continue the permit application. The plans that are to be submitted to the building department do not require stamps from: a licensed architect, or an electrical engineer, or a mechanical engineer. If steel construction is chosen, that company would provide the structural drawings. Setbacks were clarified as well as the distance between the new building and the annex. Extension of CCC exemption would come from **Julia Krog**, head of building and planning. Reinstatement of permit for demolition and grading the burn site is required. **Adrian Adams** will complete the necessary forms and submit them to the building and planning departments. **Sandy**, at Fort Bragg, gave them the comments from the building department on the plan that was submitted by Figure.

- a. How to determine the Path forward regarding the rebuild: Figure's "Essentialized Plan" or the BUILD LOCAL Plan?

REPORT and DISCUSSION:

Steering committee report: **Chris**: basic plan and site location done. If board approves going forward, he will create the working drawings. We are searching for the soils report that was done by Figure or their sub-contractor. We will need to provide Errors and Omissions insurance for the people who will be signing our plans. Bids on plans should be available by next week. We still need Energy Calculations for the BUILD LOCAL plan. We might need about \$ 20,000 to pay for remaining work in order to be ready to submit for a permit.

Chris: It will take about one month to complete drawings and then we will submit them to the Building Department for permit. Construction is projected to start no later than the spring of 2026. We need to select a building contractor and sign a contract with a price.

The Construction Drawings have to go out to bid.

Whyte: Do we know how much the BUILD LOCAL plan will cost? Estimated: high 4.5 million, low 3.8. million. This includes everything but solar and back-up generator.

We have \$1.8 million in rebuild fund, \$1 million from Coastal Seniors, \$1 million in other donations: e.g. Billy Hay and Ray Feeney. Estimated total: \$3.8 million.

Chris and Adrian: Building can be constructed with either metal or wood, not a combo.

Figure's plans were 108 pages which would have taken a long time to review.

Ray suggested that the BUILD LOCAL plan might take only two weeks for the plan check with comments to be given and another week to address those comments.

Mike Thomas: Will it be all metal except inside finishing? Not known until we have answers from bidders.

Request from **Cat Gleason** to see all the numbers regarding what has been spent and is expected to be spent.

Figure plan to cost 4.5 million, plus \$100,000 fees, not including overhead and profit.

14. Upcoming Dates and Events:

- Pay-n-Take Clothing - July 12
- Pay-n-Take – July 19
- Pay-n-Take Clothing – July 26
- Pay-n-Take – August 2
- Pay-n-Take Clothing – August 9

15. Final Comments

Susan: Thank you to all the board members for agreeing to serve.

Next Board Meeting: Wednesday August 13, 2025 at 6:00 pm.

Chris: Suggests that we call Figure and ask if they are still on board..

Pete: You have to decide to just go ahead with the BUILD LOCAL plan.

Susan: Don't put out something to the public that is not viable, i.e. the Figure plan.
An email ballot with comparison chart will be developed as soon as possible.

16. Community Center Board Meeting Adjourn:

MOTION by **Whyte** to adjourn the meeting.

MOTION Passed unanimously.

ACTION ITEMS:

Janet:

Appoint a board member to count Pay 'N' Take income with Kathy and an alternate for those times when Kathy is not available.

Monthly meeting with Pay 'N' Take heads of departments needs a board member to chair and report back to the board. It is suggested that a representative from the departments, maybe Bill, act as chairman and be asked to report to the board.

Ask **Adrian** to talk with Robert Kennedy about a 2-year lease at a monthly rental rate of \$2300 for property at 39179 S Highway 1, for the Pay 'N' Take Clothing Department.

Sign rental agreement with Kennedy for Clothing Department.

Sign rental agreement with Baptist Church.

Nancy

Send minutes of July 8, 2025 board meeting to **Darla** and **Janet**. If approved, take to Whyte for signature. Post on Website.

Get quote from Boardable and submit with report to **Janet**.

ATTACHMENTS:

1. Letter from De Williams to Janet Pierucci regarding: Withdrawal of proposal to house the new community center in the Gualala Hotel.

Gualala hotel option for the Gualala Community Center

Inbox



De Williams

Sun, Jun 29, 9:26 AM (6 days ago)

to ICC, me

My note to the incoming board of the Gualala Community Center: I am withdrawing my request to have the Gualala Hotel listed as an option for a vote by the membership, as I have determined that using the hotel as a replacement for the GCC is not a viable option at this time.

This decision is based on a number of factors:

Coastal Seniors' Stance: I understand that Coastal Seniors have clearly stated they are not interested in using the hotel for their programs.

Conversion Costs: Converting the building's use from a hotel/restaurant to a community center triggers numerous expensive upgrades.

Viable Alternatives Exist: The "build local plan" offers a reasonable alternative that could be built as soon as, or even sooner than, the hotel could be readied for community center use.

Structural & Insurability Concerns: There's a lack of clear factual data regarding the hotel's structural safety and insurability.

Functional Limitations: The hotel's current layout lacks a large "great hall" suitable for major community events like crab feeds without significant, character-altering structural changes.

To our supporters, we want to assure you that this is not the end of the line. "Save the Hotel" will live on. There is significant support to gain local control, retaining its use as a restaurant and hotel. We will now be focusing our efforts on working with others in the community and exploring new ways to achieve this goal.

May the coming year be smooth sailing, past lessons learned, transparency and communication key to community support.

De

De Williams (Denton)

Reality has left the building

2. Letter from De Williams to Janet Pierucci requesting the GCC Board to consider Coastal Senior use of proposed GCC new building and expressing concern that CS will overtake all use of new GCC. Recommends designating precise hours for CS use, cleaning requirements, equipment accessibility by 2. Letter from De Williams to Janet Pierucci requesting the GCC Board to consider Coastal Senior use of proposed GCC new building and expressing concern that CS will overtake all use of new GCC. Recommends designating precise hours for CS use, cleaning requirements, equipment accessibility by different groups



Janet Pierucci <consultjbp@gmail.com>

GCC Rebuild vote.

De Williams <dewms@mcn.org>
To: Janet Pierucci PhD <consultjbp@gmail.com>

Sun, Jun 29, 2025 at 8:05 AM

I would like to submit this for the boards consideration.

To the GCC Board Members,

I am writing to urge the Board to carefully consider the extensive needs of Coastal Seniors and how any decision regarding their \$1 million contribution to the "Build Local" initiative will impact the **integrity and availability of the Gualala Community Center (GCC) for the entire community.**

I am concerned that the demands of Coastal Seniors' operations could overwhelm the GCC. My volunteer work for Coastal Seniors at both Druids Hall and the Point Arena Veterans Hall has given me firsthand experience with their significant operational needs, which include:

- Multiple dedicated offices for staff and administration.
- Ample storage for supplies, equipment, and donations.
- A fully functional kitchen capable of preparing numerous meals daily.
- Specific setups for coffee and tea service.
- Designated plating and serving areas for on-site lunches.
- Space for bakery, produce, and grocery store giveaways, which require significant logistical management.
- The critical operation of the "Meals on Wheels" program, demanding specific infrastructure.
- Parking accommodations for three buses.

My past experience with Coastal Seniors using the original Gualala building just one day per week highlighted significant territorial issues, particularly concerning storage and the expectation for them to clean up after themselves. If the Board agrees to a four-day-per-week use of the GCC kitchen, it is absolutely critical that **clear and firm boundaries are established and strictly enforced.**

To ensure the GCC remains accessible and functional for all community groups, I recommend the following:

- **Clearly designated hours of use for Coastal Seniors.** This should include mandatory procedures for what must be put away and how the space must be left to ensure the hall is readily available for other community uses. For example, a group may want to rent the hall for a dinner meeting, or a local government council may need to set up for their 5 p.m. meeting. The hall and kitchen must be ready for these uses. Alternatively, if the Board decides the kitchen and hall will be used by Coastal Seniors exclusively four days per week, this will significantly limit community access during that time, and this impact should be acknowledged.
- **Explicit designation of which kitchen equipment can be used by community members and which is exclusively for Coastal Seniors.** Certain appliances, such as coffee makers, may need to be put away. Leslie Bates, formerly the reservation person, expressed concerns about kitchen equipment being accessible to amateurs, and I have observed renters attempting to use the stove in the old building, not always successfully. It's important to protect equipment and ensure proper use.

Thank you for your time and service to the community.

De. (Please note...one "e").

De Williams (Denten)
Reality has left the building.

<https://mail.google.com/mail/u/0/?ik=73ce309564&view=pt&search=all&permmsgid=msg-f:1836276311562346487&simpl=msg-f:1836276311562346487> 1/3

3. Statement from **Janet Pierucci**:

Albert Einstein said: "In the middle of difficulty lies opportunity."

A Chinese proverb states: "A crisis is an opportunity riding a dangerous wind."

John F Kennedy said: "The Chinese use two symbols to write the word Crisis: Danger and Opportunity. These symbols can also be interpreted as a turning point or pivotal moment.

I hope that today is that pivotal moment for our community in regard to the rebuilding of our Community Center and the relationship between the GCC Board of Directors and the community. I believe that tensions have been running high because of a lack of correct information, rumors and insufficient transparency. I know the rest of the Board joins me in assuring you that we will be forthcoming with information, transparent in our actions, and available for conversations. We invite you to join us on our journey this next 12 months to begin construction on a new Gualala Community Center. We want to turn our tragedy into opportunity.

On February 13, 2023, an arsonist destroyed our beloved Community Center. Up in flames went the heart of our community. Everyone remembers a Lion's Club crab feed, a dance recital, a Native plant sale, a quinceañera, or Colby's wonderful Pay n Take bakery items the 1st Saturday of the month. (Thanks to Colby's ingenuity and a generous donor, we still are able to enjoy the goodies)

Our GCC Board endeavored to facilitate the rebuilding of the community center and the Rebuilding Committee did a lot of hard work toward that goal. Unfortunately, by the time it was almost ready to break ground, it became apparent that the cost of the building had virtually doubled and the Federal and State grants that were anticipated were no longer available. In January of this year, the GCC Board authorized The GCC Steering Committee to explore alternative options for rebuilding the Community Center. After several iterations, and the tremendous efforts of Darla Buechner, several local people with construction experience were brought on to the Committee, namely, Chris Beach and Rick O'Neil along with several other people.

The result of their work to date is the Build Local Plan which has as its premise to source as many local construction professionals and as much local material as possible: To build an affordable, attractive and functional building to replace what was lost in the fire, including, a large hall, a professional kitchen and a place for the clothing store.

There has been a lot of misinformation and rumors circulating in the community and we hope that today's report by the Steering Committee will answer any questions.

4. Statement from **Darla Buechner**:

First, I'd like to thank you all for electing us to the Board and thank you for joining the GCC. I'm so proud to be a part of this wonderful community and have the trust and support of all of you.

I'm Looking forward to working closely with Janet, our new president and the rest of the Board.

I think I can speak for me and Janet one of our biggest goals is we will always be transparent. My hope is that you can ask any of us a question and we should all know the answers to them. We won't hold secrets we will let you know what we are doing, and where we are going. I'm so excited to get started.

It is more important than ever that we come together, putting aside our differences and working towards a common goal: to build a new community center and to replace what we lost in the fire.

The Build Local plan is gaining in popularity and has community support and funding. The Steering Committee has done a great job in getting us this far, but we have a lot of hard work ahead of us and I'm ready for it. Bring it on. Let's get to work.

Talking about work, We are now looking for one more Board member to serve a one year term, if you are interested please contact Janet or me after the meeting or contact one or both of us and let us know your interests.

Additionally, I am looking for a Board Subcommittee for Reviewing and Revising the GCC Bylaws. If there is anyone interested in serving on this Sub-committee, please see me after the Board meeting or contact me later. Also, down the road a bit, I'd like to develop policies and procedures for the Board of Directors Elections, which will include several procedures for candidates, another policy would be the use of electronic and mailed ballots and a separate policy for vote counting and observation for future elections.

5. Chart comparing attributes of software for recording minutes of meetings:

	Zoom	Meeting Owl 3	Boardable.com	Contract with Notetaker
	<p>\$1333 /month/user, billed annually or \$16.99 billed monthly</p> <p>Meetings up to 30 hours per meeting</p> <p>100 Participants per meeting Increase with Large Meeting</p> <p>AI Companion</p> <p>Cloud Storage 10GB</p> <p>Docs Unlimited</p> <p>Tasks AI-first task management</p> <p>Clips Plus Unlimited videos</p>	<p>\$1,050.00</p> <p>The Meeting Owl 3 is our all-in-one 360° camera, mic, and speaker device. It sits at the center of the table and captures a panoramic view of the room, as well as a face-to-face view of active speakers, to make hybrid meetings engaging and immersive.</p>	<p>A board management platform purpose-built for nonprofits.</p> <p>Starts at 19.99 / mo.</p> <p>Boardable Video</p> <p>Hold seamless virtual meetings with built-in video and instant AI-generated minutes.</p> <p>Accessibility The most accessible board software — designed for every board member, on any device.</p>	<p>\$60.00 each meeting. Pay an individual to take the notes, make revisions and send them to Board Secretary for publishing.</p>

Submitted by Nancy Howard

Signed by _____ GCC Acting Secretary

Date _____

Agenda
Board Of Directors Meeting
Gualala Baptist Church
37300 Church Street

Wednesday September 10, 2025, 6:00—8:00pm

1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ANNOUNCEMENTS 3.1. Board of Directors 3.2. Members – non agenda items	
4. APPROVAL OF MINUTES (a) July 8, 2025, Minutes	
5. RESOLUTION 2025-2026 #1--Darla 5.1 RESOLUTION by the GUALALA COMMUNITY CENTER BOARD OF DIRECTORS on SEPTEMBER 10, 2025, AUTHORIZING THE REBUILDING OF THE GUALALA COMMUNITY CENTER BUILDING DESTROYED by ARSON FIRE on FEBRUARY 14, 2023	
6. REPORTS Committees 6.1 GCC Steering Committee (a) Chris Beach (Designer), Adrian Adams (Structural/permitting), Jim Rygh (Civil engineering), Ray Feeney (Demolition & Fund raising), Susan Miletich (Landscape design) 6.2 Board Chair Report (a) GCC June 2025 Election (b) Website developer/designer, Karen Wilder, contracted (08-13-2025) (c) Scribe for GCC Board meetings, Nancy Howard, contracted (08-04-2025) (d) Asset/Depreciation Schedule Approved by email (08-22-2025) (e) New Lease signed for Pay n Take Clothing Store (08-04-2025) (f) Correspondence: Letter from Coastal Seniors 6.3 Treasurer Report (a)Financials – Colby 6.4 Bylaws Committee – Darla 6.5 Grants Committee – Barbara 6.6 Scholarship Committee-Whyte (g) Building/Maintenance & Operations - Bill Mathews (h) Office Manager Report – Kathy McMurtery (i) Pay-n-Take Dept Head Volunteers – Bill Mathews	
7. MEMBERS AGENDA -	
8. NEW BUSINESS 8.1 Appoint individual to fill vacant Board seat 8.2 Appoint Board member to the office of Secretary 8.3 RESOLUTION 2025 # 2 for Board Meeting Dates 2025-2026 - Darla 8.4 Donation to the Independent Coast observer (ICO) 8.5 Appoint signatories for GCC Bank and Brokerage accounts 8.6 GCC Volunteer Appreciation Event	
9. ADJOURNMENT	

Following adjournment, the Board will go into a closed session to discuss a personnel issue and approve minutes for executive sessions held on August 13, 25 and 27 2025.

Gualala Community Center

Serve, Support Celebrate

MINUTES

of the GCC Board of Directors Meeting

September, 10 2025, 6:00 pm

Gualala Baptist Church

37300 Church Street, Gualala

<p>1. CALL TO ORDER by President Pierucci at 6pm</p> <p>1.1 Present: Janet Pierucci, Darla Buechner, Colby Bibb, Whyte Owen</p> <p>1.2 Quorum present? YES</p>	
<p>2. ADOPTION OF AGENDA</p> <p>ACTION: Motion by Whyte, seconded by Colby, APPROVED unanimously.</p>	
<p>3. ANNOUNCEMENTS</p> <p>3.1. Board of Directors introduced:</p> <p>Janet Pierucci, President Darl Buechner, Vice President Colby Bibb, Treasurer, Whyte Owen, Acting Secretary Barbara Pratt, Absent due to illness Michael Combs, refused to be seated as a board member stating that he was not validly elected nor appointed.</p> <p>3.2. Members – non agenda items</p> <p>Alice Combs, GCC member, read a letter to the board stating that, in her opinion, the board demonstrated a lack of transparency in its behavior toward Michael Combs regarding his wish to add a third option to the September 2nd ballot to Select and Authorize a Plan for a New GCC Building.</p>	
<p>4. APPROVAL OF MINUTES</p> <p>4.1 July 8, 2025, Minutes</p> <p>ACTION: Motion by Darla, seconded by Colby</p> <p>Ayes: 4 Nays: 0 Abstain: 0 APPROVED unanimously</p> <p>4.2 July 10th, Minutes included in the motion above</p>	
<p>5. RESOLUTION 2025-2026 #1</p> <p>5.1 Whereas the Board of Directors sent ballots on September 2, 2025 to 626 GCC members who were eligible to vote as of September 2, 2025, for their choice of one of two options to develop the future Gualala Community Center Building; and Whereas the votes that were cast for the Figure Essential Plan and for the Build Local Plan; have been recorded as follows:</p> <p>Total Votes Cast: 303</p> <p>Votes for the Figure Essential Plan: 37</p> <p>Votes for the Build Local Plan: 255</p> <p>Abstentions: 11</p>	

Now therefore be it resolved that the Board of Directors is authorized to carry out the membership's decision for the development and construction of the Build Local Plan for the new Gualala Community Center Building.

ACTION: Motion by Whyte, seconded by Colby

Ayes: 4 Nays: 0 Abstain: APPROVED unanimously

Darla recognized for superior contribution to bringing the Build Local plan to fruition.

6. REPORTS Committees

6.1 GCC Steering Committee:

(A) Chris Beach, Designer: We expect to have working drawings submitted to the Building Department in a month. We have applied for the grading and compaction permit, and if we get it in time, we can start this fall. Two contractors have said that our bid estimates are reasonable. The project will be put out to bid when construction drawings are completed. Question from audience: How was budgeted amount determined? Chris: From two contractors. Member: If over budget, how would we cover that? Chris: We have 3.3 million and expressions of commitment for labor and materials. Member: Will volunteer labor be accepted? Chris: Yes, the contractors are open to help but it is the final responsibility of the signed contractor to see that the work is correct and complete.

B. Adrian Adams, Structural Engineer: is responsible to keep the building from falling down. He considers, wind loads, earthquake possibilities, and the loads of the building itself. He also applies for permits. The Build Local Plan is a relatively simple one and we want to keep it that way in order to stay within the budget but are interested in making it beautiful.

C. Jim Rygh, Civil Engineer, designs and oversees ground work, finds existing utilities, and brings them up to the building so that they can become connected; including: water, sewer, electrical, propane. Soils report exists and will guide us for compaction, and drainage. A Soils Engineer will be on site during compaction.

A bio-swale is being considered to deal with surface runoff, and landscaping may absorb some of it.

Rick O'Neil, Cheerleading and facilitator for demolition and clean-up of site.

Ray Feeney, Demolition & Fund raising: We have been cleaning up the site to get it ready for whatever building plan was selected. No charges have been accrued to the GCC. All labor and equipment have been donated. The entire site is being prepared. Thanks to Bobby Baker and John Bower.

Fundraising: People need to feel that they are contributing to specific areas of interest. We have sufficient funding to do the basic work. To make things a bit better we hope people will make contributions. We will let people know that they can make specific gifts. (we should publicize this at some point). For example, we will need more kitchen equipment, solar collection system, chairs and tables for the patio area.

Alice Combs, member: A metal building would cost \$1million less than the Build Local Plan.

Susan Miletich: The landscape designer is involved early in the project to coordinate with the site planning, how the building relates to the outdoors, how people move in and out and around the building, how utilities are incorporated. Drought-resistant and native plants will be used.

Michael Combs states that he does not consider himself to be elected or validly appointed to the board. He is present as a member of the GCC.

6.2 Board Chair Report

- (a) GCC June 2025 Election Janet: Two letters and a column in the ICO explain how the election took place and the results.
- (b) Website developer/designer, Karen Wilder, contracted (08-13-2025) to make our website more user friendly and to make it easier to keep up to date.
- (c) Scribe for GCC Board meetings, Nancy Howard, contracted (08-04-2025).
- (d) Asset/Depreciation Schedule Approved by email (08-22-2025).
Over the past few years and due to the fire, assets were lost and figuring out their depreciation has been difficult. An audit has been conducted and the results will be reported at a future date. The auditors are completing the GCC 2024 tax return. \$2800 cost for tax return.
- (e) New Lease signed for Pay n Take Clothing Store (08-04-2025) an increase from \$2300 to \$2400 per month.
- (f) Acknowledgement of Donations:
 - i. John Bowers spent 7 hours digging up the site and donated the use of his equipment.
 - ii. Ray Feeney donated several computers to the GCC office. He paid for Bobby Baker's labor and use of equipment at a Friend's and Family rate and he paid the other laborers that worked on clearing the site.
 - iii. All of the professionals who have been developing the Build Local Plan have donated their services. They are the Construction Committee: Chris Beach, Designer; James Adrian Adams, Structural Engineer; Jim Rygh, Civil Engineer; Susan Miletich, Landscape Designer; Rick O'Neil, Utilities.

6.3 Treasurer's Report- Colby

(1) Pay 'N' Take Income for August:

First of the month sales total	\$15,724.00
Mid-month sales total	\$10,050.00
<u>Clothing 2nd, 4th, 5th, Saturdays</u>	<u>\$ 7,509.00</u>
TOTAL	\$33,282.00

(2) Question from member:

\$700, 000 in GCC Account, will that be used for the rebuilding project?
Not yet discussed by the board.

6.4 Bylaws Committee – Darla No report

6.5 Grants Committee – Barbara: Not available.

6.6 Scholarship Committee-Whyte: Scholarships were awarded to three students graduating from Pt. Arena Highschool: Giselle Mejah Fuentes, Jimmy Owens, and Roselyn Aguilar-Villagomez.

Giselle, and Rosey are enrolled at SRJC, both pre-med, and Jimmy is at UC Merced for aeronautical engineering. Donna Miller at the high school, keeps the students informed about the scholarship program; requirements and deadlines. Sometimes the students apply for a second-year award.

6.7 Other

(g) Building/Maintenance & Operations - Bill M

No leaks after the recent rain storm but roof still needs repair. Bill requested funding to patch Annex roofing by Holguin Roofing in the amount of \$2400. He also noted that metal roofing is not considered suitable for a building this close to the ocean and that the new building would probably have asphalt shingles and match fairly well with the existing Annex roof.

ACTION: Motion: by Whyte, seconded by Colby
Ayes: 5. Nays: 0 APPROVED unanimously

(h) Office Manager Report – Kathy McMurtry- No report
She was thanked for her generous help to the board.

(i) Pay-n-Take Dept Head Volunteers – Bill M.
Free Wednesdays are popular with those who have not the means to buy things and reduces the volume of rejects that we send to the landfill.
Volunteer, Patty, is organizing the items.
We have about 50 Pay ‘N’ Take volunteers.

7. MEMBERS’ AGENDA – no additions.

8. NEW BUSINESS

8.1: Appoint individual to fill vacant Board seat.

ACTION; Moved by Darla to appoint Paul Cupich as Board Member to fill the seat vacated by Paula Smith and to assume the office of Secretary to the Board.

Ayes: 4 Nays: 0 APPROVED unanimously.

Paul was seated on the Board and stated that he would like to move forward with the rebuilding of the GCC. He welcomes interaction with community members and has taken on a high school student who will work with him as an apprentice and help on sales day. Colby joined him in looking forward to expanding the role of the GCC to teach young people simple life skills like cooking and sewing and budgeting finances.

8.2 RESOLUTION 2025 # 2 for establishing time and place of board meetings.

Board Meetings in 2025-2026 will be held in the Gualala Baptist Church at 6 pm on the second Wednesday of each month.

ACTION: Motion by Darla Seconded by Whyte

Ayes: 5 Nays: 0 Abstain: APPROVED unanimously

8.4 Donation to the Independent Coast observer (ICO) in the amount of \$500.

ACTION: moved by Darla, Seconded by Colby

Ayes: 5, Nays 0 APPROVED unanimously

8.5 Appoint: Janet, Darla, Colby, and Kathy as signatories for GCC West America Bank and Redwood Credit Union accounts and remove previous signatories: Karen, David, Kevin.

ACTION: Motion by Darla, Seconded by Colby,

Ayes: 5 Nays: 0 APPROVED unanimously

8.6 Report and Recommendations from storage container committee: Rick O’Neil recommended that GCC purchase two 8’X20’ one-trippers with doors on both ends. A 4-foot-wide roll-up door can be installed in the side.

Cost:

Standard one-tripper is \$3000 X 2 = \$6000.

Side roll-up door is \$1650 X 2 = 3300.

Delivery 900.

Tax 943.50

TOTAL DELIVERED \$11,143.50

They are made of painted-rust-resistant, Cor-Ten steel.

The old container could be cut up and removed from site for \$200.

The site plan will show where they would be located as that must be included in the application for a permit from the County. It was suggested that the old container could be moved to another location on site for temporary use during construction. Allocation of funding was

tabled until the SC decides how the containers will be used and where they will be located. See attachment #1

8.7 Correspondence: August 29th letter from the Coastal Seniors supporting the Build Local Plan and their intention to contribute funds toward its construction pending a Memorandum of Understanding and a Lease Agreement. See attachment #2

Alice Combs again spoke to the advantages of a metal building rather than the Build Local Plan which she refers to as the “L-shaped” plan.

A letter from Michael Combs was read into the minutes. See Attachment #3. He stated that the current board members were not validly elected and that he has filed a complaint with the California Attorney General regarding the validity of the election, in June of 2025, of the GCC board of directors. See Attachment #4.

He also filed a complaint with the IRS in which he states that he was not given adequate time to prepare material to be included on the ballot to Select and Authorize a Plan for the New GCC Building. See Attachment #5.

8.8 Volunteer Appreciation Event:

Proposed for October 11th at noon in the courtyard of the Annex. at no cost to GCC because a donor is funding this event. October 11th is Native American Day and the food will be served by a Taco Truck owned and operated by Native Americans.

ACTION: Moved by Darla, seconded by Colby

Ayes: 5 Nays: 0 APPROVED unanimously

9. ADJOURNMENT at 7:25

10. ACTION: Motion by Darla, Seconded by Colby

Ayes: 5 Nays: 0 Abstain: APPROVED unanimously

The next regular meeting of the GCC Board of Directors will be held on October 8, 2025, at 6pm, in the Gualala Baptist Church.

Submitted by Nancy Howard, Scribe

Signed by _____GCC Secretary

Date _____

Agenda
Board Of Directors Meeting
Gualala Baptist Church
37300 Church Street

Wednesday October 8, 2025, 6:00-7:30pm

1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ANNOUNCEMENTS 3.1. Board of Directors—non agenda items 3.2. Members – non agenda items	
4. APPROVAL OF MINUTES 4.1 September 10, 2025, Minutes	
5. RESOLUTION 2025-2026 #2--Darla 5.1 RESOLUTION by the GUALALA COMMUNITY CENTER BOARD OF DIRECTORS on OCTOBER 08, 2025, removing Kevin Evans as point of contact for the Mendocino Building Department and appointing James Adrian Adams, SE as the current contact person.	
6. REPORTS Committees 6.1 GCC Steering Committee (a) Chris Beach (Designer), Adrian Adams (Structural/permitting), Jim Rygh (Civil engineering), Susan Miletich (Landscape design) and Scott Matthews Rebuilding Financials 6.2 Board Chair Report (a) Donations to Rebuilding fund—acknowledgements (b) Donations to GCC (c) Resignation of Board Member Barbara Pratt (d) GCC Board vacancies and call for applications (e) Looking Forward 6.3 Treasurer Report (a)Financials – Colby 6.4 Bylaws Committee – Darla 6.5 Grants Committee Need to appoint interim chair 6.6 Membership Committee-Paul-new chairperson (a) Approval of revised GCC Grant application 6.7 Scholarship Committee-Whyte 6.8 Building/Maintenance & Operations - Bill Mathews 6.9 Pay-n-Take Dept Head Volunteers – Bill Mathews	
7. MEMBERS AGENDA -	
8. OLD BUSINESS 1.1 GCC Volunteer Appreciation Event—Darla 1.2 Jim Rygh report on container project, Vote to fund three 20’ containers, delivery and installation	
9. NEW BUSINESS 8.1 Closure of the GCC Bakery--Colby 8.2 Correspondence	
10. ADJOURNMENT	

Following adjournment, the Board will go into a closed session to approve minutes for executive session held on September 19, 2025.

MINUTES

Board Of Directors Meeting

Gualala Baptist Church

37300 Church Street

Wednesday October 8, 2025, 6:00-7:30pm

1. CALL TO ORDER at 6pm by President Pierucci	
1.1 Present: Janet Pierucci, Darla Buechner, Colby Bibb, Whyte Owen, Paul Cupich 1.2 Quorum: Yes Michael Combs was present but refused to be seated. This is the 3 rd regularly-scheduled meeting that he has missed. He was advised that according to GCC Bylaws he is expected to resign. He refused, stating that he had never been legally elected and therefore could not resign.	
2. ADOPTION OF AGENDA DISCUSSION of meeting time due to members not wishing to drive at night. A decision was tabled until the November meeting pending research of times, hours, and venues. Wednesdays at 3 pm was acceptable to most of those present. ACTION: Janet will speak with the pastor of the church regarding availability at that time.	
3. ANNOUNCEMENTS 3.1. Board of Directors—additions to agenda 3.2. Members – non agenda items Michael Combs stated that a non-profit organization cannot self-appoint its board of directors and he read from a document he produced. He also said that a 75' X100' galvanized metal building could be built for about \$200,000 and that for \$1,000,000 it would be completely finished inside with a kitchen and built in 3 months.	
4. APPROVAL OF MINUTES 4.1 September 10, 2025, Minutes Motion: White, Second: Darla Ayes: 4 Nays: 0 Abstain: 0 APPROVED	
5. RESOLUTION 2025-2026 #2—Darla 5.1 RESOLUTION by the GUALALA COMMUNITY CENTER BOARD OF DIRECTORS on OCTOBER 08, 2025, removing Kevin Evans as point of contact for the Mendocino Building Department and appointing James Adrian Adams, SE as the current contact person. Motion: Darla Second: Colby Ayes: 4 Nays: 0 Abstain: 0 APPROVED	
6. REPORTS Committees 6.1 GCC Steering Committee (a) Chris Beach (Designer): The construction drawings should be ready to submit in two weeks. (b) Adrian Adams (Structural/permitting): Grading permit application was submitted one month ago and has been approved by everyone except the planner. Permit for containers has also been partially approved. The building permit will be a revision of the former permit rather than a completely new one which means it will be processed faster. (c) Jim Rygh (Civil Engineering): Site plan drawings indicating boundary lines and the location of retaining wall, fencing, and drainage are incomplete because the exact boundary lines are not marked on-site. This will be remedied by a survey and marking of	

boundaries conducted by Hoffman Engineering at a cost of \$3200, as approved by the board.

(d) Susan Miletich (Landscape design) Not present.

Discussion of traffic re-routing on Tuesdays during PNT Donations; it was agreed that the plan needs some adjustment.

(e) Scott Matthews (Rebuilding Financials) Not present. Report given by Janet:

From July 1st to September 30th, expenses for the Rebuild Project were:

Fencing rental:	374
Demolition Permit:	184
Container Permit:	652
Grading Permit:	704
Warning Signs:	16
Total:	\$1930

6.2 Board Chair Report

(a) Donations to Rebuilding fund—acknowledgements

\$10,000 from Ronald Casterson to the Rebuilding Fund

\$10,000 from Thao Nguyen to Landscaping for the new GCC building site.

MOTION: To place the \$10,000 landscaping donation in a CD with Redwood Credit Union.

Motion: Darla, Second: Colby

Ayes: 4 Nays: 0 APPROVED

(b) Donations to GCC: \$140

(c) The Board accepted the Resignation of Board Member Barbara Pratt with. Barbara was a vital part of the board and her talents will be missed.

(d) GCC Board vacancies. The two vacant seats will be filled at the November board meeting.

(e) Looking Forward: It is expected that the final drawings will be submitted to the building department in late October. The start of construction is weather dependent.

6.3 Treasurer Report: Colby: For the month of September 2025

Rebuilding fund:	\$1,835,969
GCC General Fund from Pay 'N' Take:	\$800,000
Income from Pay 'N' Take for the month of September:	\$27,000
Cost of Election:	\$186
Overhead for the Clothing Store:	\$2459
Donations to food banks and to CS and to ICO:	\$3000
GCC Expenditures for the month of September:	\$20,490
Net Revenue for the month of September:	(\$ 6556)

6.4 Bylaws Committee – Darla: Nothing to report

6.5 Grants Committee:

a. An interim chairman needs to be appointed. It's possible that one of the yet-to-be-appointed new members will assume this position.

b. Approval of revised GCC Grant application. Carried forward to next month.

6.6 Membership Committee: The new Chairperson, Paul, wants to expand membership by seeking, in particular, participation from people who have not historically been involved with the GCC. He is seeking 4 or 5 diverse committee members with the goal of aiding the community in new ways, such as educational programs. It was agreed that input needs to

<p>be gathered as to what the community wants. A promotional gift of \$10 credit at Pay ‘N’ Take, which was proposed as an incentive for new members, met with mixed acceptance and was tabled pending further discussion.</p> <p>6.7 Scholarship Committee-Whyte. In the spring of each year, students at the high school In Pt. Arena are notified of the availability and procedures for scholarships from GCC. GCC works with the school counselor to review and select recipients.</p> <p>6.8 Building/Maintenance & Operations - Bill Mathews is waiting for roofer availability, and for the current tank of propane at the Clothing Store to be emptied so that he can change the service from Kemgas to Ferrellgas.</p> <p>6.9 Pay-n-Take Dept Head Volunteers – Bill Mathews. Everyone is happy.</p>	
<p>7. MEMBERS AGENDA -</p>	
<p>8. OLD BUSINESS</p> <p>8.1 GCC Volunteer Appreciation Event—Darla. October 11, 4pm. Gift certificate proposed Discussion: Pay ‘N’ Take volunteers expressed reservations.</p> <p>8.2 Jim Rygh: Report on container project proposing to fund three 20’ containers, delivery and installation. Permit application has been filed. \$20,000 expenditure for three containers plus site prep and fencing APPROVED by the GCC Board</p>	
<p>9. NEW BUSINESS</p> <p>9.1 Closure of the GCC Bakery—Colby: The kitchen that the bakers were using after the fire, was not a commercial one. The County will not grant a permit for the menu that was being served. The County wants to help GCC achieve Cottage Industry status. This is in process. There are limits to what can be prepared under this kind of license. The County does not allow a commercial kitchen to operate out of a home.</p> <p>9.2 Correspondence: None</p>	
<p>10. ADJOURNMENT Adjourned at 7 pm.</p>	
<p>ACTION ITEMS:</p> <p>Janet: Find out if the Baptist Church is available for meetings on the second Wednesday of each month at 3 pm. Make known to Board, Website, and Nancy for posting to ICO, the date time and place of the November GCC Board meeting.</p> <p>Colby: Arrange with David Fouts to add the \$10,000 donation for landscaping to the Fidelity Investments Account.</p> <p>Paul: Pursue finding members for the Membership Committee.</p>	

Submitted by Nancy Howard, Scribe

Signed _____ GCC Secretary
Date _____ -

Agenda
Board Of Directors Meeting
Gualala Baptist Church
37300 Church Street

Wednesday November 12, 2025, 6:00-7:30pm

1. CALL TO ORDER	
2. ADOPTION OF AGENDA (Additional items?)	
3. ANNOUNCEMENTS 3.1. Board of Directors—Additions to agenda 3.2. Members – Non agenda items	
4. APPROVAL OF MINUTES 4.1 October 8, 2025, Regular Board meeting	
5. Appointment of new Board members 5.1 Paul: Move to appoint new GCC Board members George Provencher and Lavern Hancock who are replacing Barbara Pratt and Michael Combs. Their terms run until June 30, 2026. 5.2 Introduction of new Board members.	
6. REPORTS Individual and Committees 6.1 GCC Steering Committee (a) Chris Beach (Designer), Adrian Adams (Structural/permitting), Jim Rygh (Civil engineering), Susan Miletich (Landscape design) and Scott Matthews Rebuilding Financials, Ray Feeney fund raising/donations 6.2 Darla Report on progress with Coastal Seniors on MOU 6.3 Darla report on retention of General Counsel, David Kindopp 6.4 Board Chair Report (a) Donations to Rebuilding fund—acknowledgements (b) Donations to GCC (c) Decision to engage Temptra Board to improve charity score for GCC (d) Progress on Karen Wilder’s work on conversion of the old GCC website into a new, more user-friendly platform. (e) Announce two new features of the website: the Volunteer Corner, Donor Wall 6.5 Treasurer Report (a) Financials – Colby	
7. MEMBERS AGENDA –	
8. OLD BUSINESS 8.1 Decide time and place of regular GCC Board meetings. 8.2 Approval of revised GCC Grant application	
9. NEW BUSINESS 9.1 Discuss and decide about approving GCC Board minutes by email so they can be posted on the website in a timelier fashion 9.2 Appoint new Grants Chair 9.3 Nancy Report on the possibility of implementing the use of Square or other electronic payment options at Pay n Take 9.4 Paul Propose Resolution to amend the GCC Bylaws Article IV. Section 1 and Article IV Section b. Changing the number of Board members from 7 to allow for 5-9 Board members. Also, change the quorum appropriately for the number of Board members seated.	
10. ADJOURNMENT	

GUALALA COMMUNITY CENTER

Serve, Support, Celebrate

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

WEDNESDAY, NOVEMBER 12, 2025, 6:00PM -7:30 PM

Gualala Baptist Church

37300 Church St

MINUTES APPROVED AS AMENDED BY THE BOARD ON DECEMBER 10, 2025

1. CALL TO ORDER

1.1. Directors: Janet Pierucci, Darla Buechner (phone), Colby Bibb, Paul Cupich, Whyte Owen.

1.2. Newly Appointed Directors: Laverne Hancock, George Provencher

QUORUM: YES

Scribe: Nancy Howard

GCC Members in Attendance: 14

2. ADOPTION OF THE AGENDA

2.1. Janet requested the addition of a report of donations made to Food Banks (See 6.9 Treasurer Report)

2.2. Motion to Adopt

Motion: Coby Second: Paul

Ayes: 4 Nays: 0 **APPROVED**

3. ANNOUNCEMENTS

3.1. Board – None

3.2. Members – None

4. APPROVAL OF DRAFT MINUTES

4.1. October 8, 2025, Regular Board Meeting

4.2. Motion to Approve

Motion: Whyte Second: Colby

Ayes: 4 Nays: 0 **APPROVED**

5. APPOINTMENT OF NEW BOARD MEMBERS

5.1. Paul motion to appoint new GGC Board members, George Provencher and Laverne Hancock, replacing Barbara Pratt and Michael Combs. Their terms run until June 30, 2026.

5.2. Motion to Approve

Motion: Paul Second: Colby

Ayes: 4 Nays: 0 **APPROVED**

5.3. Paul announce resignation from position of Secretary to the GCC Board. Motion to appoint Laverne as Secretary

Motion to Approve

Motion: Whyte Second: Colby

Ayes: 4 Nays: 0 **APPROVED**

6. REPORTS COMMITTEES and BOARD

6.1. GCC Steering Committee / Rebuilding Project

a. Chris Beach (Designer)

i. Rebuilding plans were submitted to the Building Department on Mon, 11/10/25.

ii. Issue 1: The new building is required to have a dedicated water supply for fire suppression.

a) Option 1: Gualala Water Company line that serves a fire hydrant on the adjacent parcel. Jim Rygh (Civil engineering) will meet with GWC on Thurs 11/13/25.

-
- b) Option 2: GCC install a tank and pump system at an estimated cost between \$200K and \$300K.
 - iii. Issue 2: Perimeter boundaries have yet to be established. This would necessitate scheduling a conversation with Post Office regarding the property line that it shares with GCC.
- b. Adrian Adams (Structural/permitting), report delivered by Janet.
- i. Monday, 11/10/25, Adrian submitted applications for permits for the three storage containers and the building.
 - ii. The grading and compaction permit has been approved but has not yet been sent to Adrian.
- c. Susan Miletich (Landscape design) Due to changes in the location of underground utilities, there may be changes made to the latest landscape design.
- d. Scott Matthews (Project Manager) Financial Report
- i. Rebuilding Financials: from Feb. 2023 through Nov 12, 2025.
 - ii. Donations to Rebuilding Fund \$1,017,000
 - iii. Interest earned: \$ 138,000
 - iv. Insurance awarded: \$ 1,805,000
 - v. TOTAL Income: \$ 2,960,000
 - vi. Expenses: \$ 710,000
 - vii. Net Rebuilding Fund Balance \$ 2,250,000
- a) Expenses paid to Figure, GC Oliver, demolition of site, demolition of pink house are included in \$710,000.
 - b) Donations in the last two months account for \$385,000 of the amount above.
 - c) Information shared in discussions on other items in this agenda: Ray Feeney has donated \$300K in the form of challenge grant. He will match donations of \$25K minimum per individual.
- e. Ray Feeney (Fund Raising/Donations)
- i. Imperative: Coordination with the community is key and donors want to see progress in the Rebuilding project. Submitting plans to the building department is an example of good progress.
 - ii. Goal: To raise additional funds from the community for the Rebuilding Project.
 - iii. Campaign: "If you are supporting Pay 'N' Take, you are supporting the Rebuilding Project." Everyone in the community needs to feel comfortable about the ways that he/she can contribute; be that money, items donated for sale, or shopping at Pay 'N' Take.
 - iv. Recommendation:
 - a) Use the \$800k general fund to continue the program of charitable donations to the community and to continue covering GCC operational expenses.
 - b) Use all Pay 'N' Take revenue from the next 24 months to fund the Rebuilding Project.
 - c) Discussion by the Board, the Steering Committee, and the Membership, centered around the feasibility of this approach. The discussion was limited due to the unavailability of a GCC Financial Statement which would provide:
 - 1) Pay 'N' Take revenue by Department.
 - 2) Investment accounts
 - 3) Donations to charities
 - 4) GCC Operating Expenses
-

f. Darla recommended placing this item on the December agenda with supporting documentation. George advised that the yearly budget would be revised at the same time.

i. **The Board agreed to carry this item over to the next regular meeting.**

6.2. Darla: Report on progress with Coastal Seniors on MOU:

- a. CS and GCC boards met with productive results.
- b. GCC needs legal advice regarding the terms of the MOU.
- c. The lawyers for CS and GCC have not yet met.

6.3. Darla: Report on retention of General Counsel, David Kindopp. Darla has had a 1 ½ hour meeting with Kindopp at no charge. Future legal work may be done by legal assistants at lower rates.

6.4. Board Chair Report: Donations to Rebuilding fund—acknowledgements.

- a. Donations to GCC. See 6.1, (d) above.
- b. The GCC Board has engaged Tempra Board to improve charity score for GCC, which is currently 2 out of 5. GCC is still in application for a \$1 million federal grant.
- c. Karen Wilder's work on conversion of the old GCC website to a more user-friendly platform is about 75% complete.
- d. Announcement of two new features of the website:
 - i. The Volunteer Corner debuted with an interview that Janet conducted with Rick O'Neil.
 - ii. The Donor Wall is not yet up. It will list the donors who have given permission to post their names, but not the amounts of their gifts.

6.5. Colby: Treasurer Report:

- a. Financial Statement for July 1, 2025 through October 31, 2025
 - i. Pay n Take income: \$115,890
 - ii. Donated to three area Food banks: \$1667 each
 - iii. Donated to ICO: \$500
 - iv. Donated for Scholarships: \$4000
 - v. Donated to Coastal Seniors: \$5000

7. MEMBERS AGENDA – NONE

8. UNFINISHED BUSINESS

8.1. Approval of revised GCC Grant application **Attachment #1**

Motion: Whyte Second: Paul

Ayes: 6 Nays: 0 **APPROVED**

9. NEW BUSINESS

9.1. Discuss and decide about approving GCC Board minutes by email so they can be posted on the website in a timely fashion.

Janet explained that GCC members would prefer receiving the minutes sooner instead of waiting for their approval at the subsequent Regular Board Meeting. To facilitate that request, Janet proposed that the Board approve the draft minutes by email and then post them on the website with less delay. This would be in keeping with the Board's priority of transparency. The Board and Members then began discussing the matter. There were two points raised:

- a. The first discussion by the Board and members was concerning Calif. Corp. Code regarding approval of minutes by email. Mark Hancock, GCC Member, and President/Executive Director of the Point Arena Lightkeepers Inc., stated that he engaged an attorney who specializes in non-profits, to update their Bylaws last year.
-

Mark stated that all Directors must provide a [waiver of notice] to establish email approval of minutes by the Board as a legal procedure.

The Board agreed to carry this over to the next meeting's agenda.

Laverne agreed to research the code and meet with Janet to prepare a motion, with exact wording, for the December Board meeting.

- b. In the second item for discussion Laverne advised that the draft of minutes can be posted on the website, prior to a Board Meeting to discuss approval of those minutes. There is nothing in the GCC bylaws, nor in the CA Code, requiring that only formal approval of minutes by the Board may be on the website. The draft minutes would be posted with a "Draft" watermark and a statement below the header that states the minutes have not been approved by the Board. When the approval of the minutes is discussed in the Regular Board meeting, Board Members can submit motions to amend the draft prior to a vote for approval. The approved minutes would state that the minutes were approved with changes.
 - i. **The Board approved posting the draft minutes to the website**, in a timely fashion. Laverne will work with Nancy Howard (Board Meeting Scribe) to draft the minutes from this meeting and submit them to The Board for input in a constrained time frame and prior to posting.

9.2. Appoint new Grants (Charitable Donations) Chair: Paul Cupich

- a. Laverne asked if Tempura Board would report to him. Paul advised that she would not. He clarified that, as chair, his duty is to manage disbursements to various organizations. In the last two fiscal years, GCC's charitable donations were: \$36,800 in 23-24, and \$30,000 in 24-25. These were donations to charities including Food banks, Coastal Seniors, Mendonoma Health Alliance, RCMS, and scholarships.
Motion: Janet Second: ?
Ayes: 6 Nays: 0 **APPROVED**

9.3. Nancy to report on the possibility of implementing the use of Square or other electronic payment options at Pay n Take. (Attachment #2)

- The GCC Board requested that Nancy research Square and other electronic payment options for use on a trial basis at the Pay 'N' Take Clothing Store. Nancy provided a report to the Board comparing Square and Venmo. (See attachment #1).
- a. She proposed a trial use of the Square Terminal system; based on its ease of use, acceptance of various payment methods, link to existing GCC Square account, and reasonable cost.
 - i. Cost of device: \$300
 - ii. Fee for use: 2.6% of transaction plus \$.10/transaction.
 - iii. Fee to credit card companies is on average 3% per transaction.
 - iv. Option to charge sales tax or not.
 - v. Option to print a receipt.
 - b. The Board and Members then began discussing the matter. The discussion addressed two issues.
 - i. The first issue shared by Nancy was concerning adding fees and pricing to the existing 7.88% sales tax which would decrease the net income at the Clothing Store by about 12%. Nancy had considered a modest increase in the prices of goods for sale to mitigate the loss. A member suggested that charging fees and/or increased prices could result in lower sales. Another member stated that higher prices would mean less purchasing power for those with limited or no income and a real need for clothing and shoes. Following the discussion, it was determined that raising prices or asking customers to pay the additional fees is not recommended. Pay 'N' Take would absorb the Square fees, and Credit card fees.
-

Customers would be given the option to pay cash or pay by credit card via Square.

- ii. The second part of the discussion addressed the choice of which Pay 'N' Take Department would trial Square System. A member suggested trialing Square in the F&E Department because that department has higher-priced items that would appeal to members who may not have the cash or prefer to pay by Credit Card.
- c. Paul moved to purchase two Square Terminals for use, on a trial basis, at Pay 'N' Take Furniture and Electronics Department and in the Clothing Department. GCC to absorb the fees, for Square and credit cards. Ray Feeny will donate payment for one of the Terminals.
 - i. Darla advised that items in the New Business section of the Agenda should not be approved in the same meeting. They would be carried over to the next regular meeting.
 - ii. A member stated and Laverne concurred that New Business items are actionable and can be voted on in the same meeting.
Motion: Paul Second: Whyte
Ayes: 6 Nays: 0 **APPROVED**

- 9.4. Paul Proposed a Resolution to amend the GCC Bylaws Article IV. Section 1 and Article IV Section b., changing the number of Board members from 7 to allow for 5-9 Board members. Also, change the quorum appropriately for the number of Board members seated.
- a. After members asked for information, the names of the other two candidates for board seats—Paul White and Lori Novick—were shared. Bill (Facility Manager) suggested inviting them to visit to Pay 'N' Take on donation days and sales days and Janet agreed to do so.
 - b. The Board decided to postpone this item for consideration at a future Board meeting.**

- 9.5. Decide time and place of regular GCC Board meetings.
MOVED FROM UNFINISHED BUSINESS TO NEW BUSINESS TO BECOME ITEM 9.5
AS ADOPTED ON 12-10-25.
- a. Board Member Whyte motioned to hold regular GCC Board meetings at 1 pm on the 2nd Wednesday of each month; the location to be announced prior to the December Board meeting. The Board and Members then began discussing the matter.
 - i. Safety issues driving in the dark and inclement weather.
 - ii. Concerns that afternoon meetings may make it difficult for members who work to attend. A suggestion was made to enable a hybrid meeting, participation via zoom and participation at a physical location. The zoom meeting could be recorded and posted on the Website.
 - iii. Securing a location that would accommodate member and board attendance and is available on that day and time. Cathleen Crosby (Church Member) advised to check with the Pastor on the availability of The Baptist Church because of other scheduled activities that day and time. Other recommendations included: Gualala Arts, RCMS meeting room, Coastal Life Support and the GCC Annex. A member asked that the Annex be removed from consideration because it would not comfortably hold all the members who might wish to attend a Board meeting.
 - b. The motion to Approve:
Motion: Whyte Second: Paul
Ayes: 6 Nays: 0 **APPROVED**

-
10. **ADJOURNMENT** at 7:50 pm
Motion: George Second: Paul
Ayes: 6 Nays: 0 **APPROVED**
-

Submitted by:

Laverne Hancock *Laverne R. Hancock*
GCC Secretary

Date: December 19, 2025

THE BOARD WILL MEET IN CLOSED SESSION ON NOVEMBER 19, 2025, AT 12 PM

GUALALA COMMUNITY CENTER GRANT APPLICATION

Specific Aims. Brief descriptions of the project, focusing the aims on type of community need or service for which the funds will be used. Provide a list of programs or services if more than one. One page maximum.

Significance. Include the background and rationale for the proposal, and how the project will benefit the community. One page maximum.

Action plan. How each aim will be addressed. Three pages maximum.

Supporting documents. Any that would validate your program proposal.

Budget. Include justification for each line and projected timeline.

Other support. List any financial resources relevant to this program, plus any others in which you participate.

Personnel. Identify all persons associated with the project and provide relevant education and experience. Indicate paid or volunteer.

Contact information and verification of non-profit status with tax ID number, if applicable.

Proposals may be submitted as:

Three copies on paper to the Gualala Community Center, PO Box 263, Gualala CA 95445 or as a PDF via email: qualalacc@gmail.com.

Documents should be double-spaced with 12 or 14 point fonts, which should be publication-appropriate such as Times or Garamond; avoid thin or whimsical fonts.

If you have any questions regarding this proposal request, please contact the Board of Directors at the above e-mail address.

Revised September 30, 2025

attribute	Venmo	Square Terminal Card Reader	Square card reader
How used	Money transfer Not a credit card system	Accept payment: credit card, cash, donations. Make payments	Accept credit card payment
Equipment needed	Cell phone	Square Terminal unit and charger \$300	Cell phone, dock,(we have) card reader \$65
Ease of use	Several steps to complete a transfer	Intuitive: buyer swipes, taps card or phone	May be no longer supported
Cost to spender	None for bank transfer 3% for credit card	None	None
Cost to seller	Fee	2.6% of sale+\$.10 per transaction	2.6% of sale+ \$.15 per transaction
Reports	?	*	*

*Both systems are linked by internet to the GCC account on Kathy's computer in her office at the Annex. We could add an administrator to that account so that the Clothing Department could access the reports.

I am recommending the Square Terminal system

SQUARE Terminal system for receiving credit card and cash payments

Sales tax issues and cost analysis

We can choose whether or not to calculate and add sales tax.

- It would be unfair to charge sales tax on credit card sales and not on cash sales.
- Kathy said, "please don't set it up to charge sales tax."
- We could use Square to record cash sales and figure the tax, but that would result in cashiers having to deal with a lot of coins and sales people having to make more complicated computations to return proper change.

The fee for use of the **card reader/dock system** is 2.6% of sale + \$.15 per transaction. We have part of the equipment for this system. The missing part would cost \$65.

The fee for use of the **Terminal system** is 2.6% of the transaction amount + \$.10 per transaction. It has the added option of printing a receipt. Cost for the unit is \$300.

If we raised our prices by \$1 on most regularly-priced items, we would recover sales tax and vendor fees to Square and show a bit more profit.

Here's how that would work. Let's say that an average transaction amount is \$25 and on one sale day we handle 100 transactions resulting in an income of \$2500.

Currently we pay \$.875 sales tax on that amount. We would also pay Square 2.6% of that amount and \$.10 for each transaction.

Next, as the vendor we would pay the fee to the credit card company which varies but averages 3% of the transaction amount. So, let's assume that 20% of our purchases are made with credit cards.

SUMMARY OF COSTS if we do not charge the shoppers any sales tax and continue to pay it from Pay 'N' Take income:

State sales tax:	8.75% sales tax = \$ 218.75	
Fee paid to Square for amount of transactions:	\$2500 X 2.6% = \$ 65.00	
Fee paid to Square per transaction:	100 X \$.10 = \$ 10.00.	
<u>Credit card transaction fee:</u>	<u>20% of \$2500 X 3% = \$ 15.00.</u>	
TOTAL DEDUCTIONS		\$ 308.75
NET INCOME: \$2500-\$ 308.75 = -	\$ 2191.25	

A decrease of 12.35%.

But . . . What if we continued to not charge sales tax and raised most of our prices by \$1? That would be about a 20% increase in most categories: from \$5 to \$6. This would mean that cash and credit card payers are paying the same price, Kathy would be happy and we would be increasing our income by about 7%.

It's also likely that sales will increase when shoppers have the option to use electronic payments.



AGENDA

GCC BOARD OF DIRECTOR REGULAR MEETING

WEDNESDAY, December 10, 2025 2:30PM – 4:00PM

Gualala Baptist Church 37300 Church St

1. CALL TO ORDER

- 1.1. Directors:
- 1.2. QUORUM:
- 1.3. Scribe: Nancy Howard
- 1.4. GCC Members in Attendance: Visual count by Board Secretary

2. ADOPTION OF THE AGENDA

- 2.1. Request for Additions/Changes:
- 2.2. Motion to Adopt:
 - a. Vote:

3. ANNOUNCEMENTS

- 3.1. Board –
- 3.2. Members –

4. APPROVAL OF DRAFT MINUTES

- 4.1. November 12, 2025 Regular Board Meeting **Attachment 1**
 - a. Motions to amend: Move Time & Place for GCC Regular Board Meetings from Unfinished to New Business / Laverne
 - b. Motion to Approve: Laverne, Second:
 - i. Vote:

5. REPORTS

- 5.1. Board of Directors
 - a. Board President **Attachment 2**
 - b. Board VP - Liaison to the GCC Steering Committee / Rebuilding Project **Attachment 3**
 - c. Board Treasurer Report – Financials
- 5.2. Steering Committee/Rebuilding Project
 - a. Containers and meeting with the Post Office / Jim Rygh
 - b. Permits / Adrian

6. MEMBERS AGENDA –

7. UNFINISHED BUSINESS

- 7.1. Set the Date, Time, Location of the 2025-2026 Regular Board Meetings – **Submit Resolution #07 to the Board for Approval** / Laverne
 - a. Read Resolution into the minutes
 - b. Open it up for discussion
 - c. Motion to Approve: Laverne, Second:
 - i. Vote:
- 7.2. Provide feedback on the Use of Emails by the Board to Approve Draft Minutes - Submit a Motion to postpone this item until the February 2026 Board Meeting to the Board for Approval / Laverne
 - a. Reference: **Nov 12, 2025 Draft Minutes, Item 9.1.b.**

-
- b. Open it up for discussion
 - c. Motion to Approve: Laverne Second:
 - i. Vote:
- 7.3. Allocate Pay-N-Take Funds for 24 months to fund Rebuilding Project
- a. Assessment and Recommendation/ George **Attachment 4**
 - b. Reference: **Nov 25, 2025 Draft Minutes, Item 6.1.e.**
 - c. Open it up for discussion
 - d. Go to the next item - New Business Item 8.1

8. NEW BUSINESS

- 8.1. Formation of the Finance Committee and Establishing Two Reserve Accounts - **Submit Resolution #04 to the Board for Approval**
- a. Read Resolution into the minutes / George
 - b. Open it up for discussion
 - c. Motion: George Second:
 - i. Vote:
- 8.2. Square Implementation - **Submit Resolution #05 to the Board for Approval**
- a. Read Resolution into the minutes / Paul
 - b. Open it up for discussion
 - c. Motion: Paul Second:
 - i. Vote:
- 8.3. Formation of the Bylaws Committee - **Submit Resolution #06 to the Board for Approval**
- a. Read Resolution into the minutes / Laverne
 - b. Open it up for discussion
 - c. Motion to Approve: Laverne Second:
 - i. Vote:
- 8.4. Request from Redwood Coast Education Foundation **Attachment 5** - **Submit a Motion to the Board for Approval** of a Grant in the amount of \$____.00 / Paul
- a. Open it up for Discussion
 - b. Motion to Approve: Paul Second:
 - i. Vote:
- 8.5. Rebuilding Project - Submit a \$3,200 Work Order for Huffman Engineering & Surveying to the Board for Approval / Janet
- a. Open it up for Discussion
 - b. Motion to Approve: Janet Second:
 - i. Vote:
- 8.6. Update from US Rep. Huffman - **Congressional Community Project Funding Request Attachment 6** / Janet
- a. Open it up for discussion

9. ADJOURNMENT

- 9.1. Motion to Adjourn:
- a. Vote: **APPROVED**
-

THE BOARD MAY MEET IN EXECUTIVE SESSION FOLLOWING THIS MEETING

REPORT for Dec 10, 2025 GCC Board Meeting

President Report: Janet

Charity Score: To improve GCC Charity score from 2 to 5, Tempura Board

- Added GCC website URL to Tax Form 990
- Added Financial Statement to Charity Score Navigator Site
- Establishing Conflict of Interest, Whistleblower, Document Retention and Management policies

Website Development:

- The new Website Development is in progress
- To view the Agendas and Minutes on the current website,
 - go to <https://gualalacommunitycenter.org/>
 - Click on About Us /top left of page
 - Scroll down below the Board Member names, to the sentence:
Click the (+) symbol to see all the recent meetings of the Gualala Community Center

Donations:

- The Point Arena, Manchester and Gualala Food Banks were each donated \$1000 in both November and December

REPORT for Dec 10, 2025 GCC Board Meeting

VP Report: Darla Beuchner, Board Liaison to the Steering Committee/Rebuilding Project

The Steering Committee/Rebuilding Project met on 11/19/2025

Rick O'Neil, Jim Rygh, Adrian Adams of the Steering Committee met with David Bower, Owner/Operator of the North Gualala Water Company to discuss hooking up the new GCC to the water company for our fire suppression system, this all looks good going forward and doesn't seem to be a problem. The Water Company will remove one of our existing meters and supply one meter to both buildings, thinking of it as one customer and not two different properties. John Bower suggested a legal description be developed from Huffman Engineering & Surveying (HE&S) regarding relocating the new water meter and creating an easement for the water line and meter.

The Steering Committee member Jim Rygh will meet with HE&S to identify the property corners needed for Rebuild Project, the amount of this survey is \$3,200. Jim will ask about the other property surrounding the GCC and get a price to find corners for all the lots owned by GCC, including the property next door to the motel, where they park larger vehicles. This cost is not related to the Rebuild Project. The cost will come from the General Fund.

Jim also agreed to meet with the owners of the Post Office to discuss our construction plans. GCC property line seems to be very close to the Post Office parking area and we will be working in that area during construction. He will report back to the Board at our next Board Meeting in December, if he has any information on this.

GUALALA COMMUNITY CENTER INC

Resolution #07

Set the Date, Time and Location of the 2025-2026 Regular Board Meetings

Adopted on _____

WHEREAS a Resolution was approved in the September 10, 2025 Board meeting to set the regular meetings to take place on the 2nd (second) Wednesday of each month, from 6:00 PM to 7:30 PM.

WHEREAS the Board meetings have been held in temporary locations since a fire destroyed the Gualala Community Center in 2023 and it is estimated to be completed in 3Q-4Q 2026. The conference room in the GCC Annex is too small to accommodate the membership attendance at the Board meetings.

WHEREAS a motion was approved in the November 12, 2025 Board meeting to change the regular meetings start time to 2:30 PM – 4:00 for weather related safety issues. In addition, the Board successful secured the use of the Gualala Baptist Church facility which meets the Board's day of the week, time, capacity requirements, and a consistent location to hold Board meetings.

THEREFORE, BE IT RESOLVED, that the Board of Directors shall hold the remainder of its regular meetings from December 2025 through June 2026

- Time: 2:30 PM to 4:00 PM
- Day: 2nd Wednesday of every month
- Location: Gualala Baptist Church

Motion by:
Director _____

Second:
Director _____

Absent:
Director _____

Excused/Reason:
Director _____

VOTE: Ayes: Nays: Abstained: Approved: Failed:

Board Chair Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

Dec 10, 2025, GCC Board Meeting

Board Member/ George Provencher: **Allocating Pay 'N' Take funds to the Rebuilding Project**

Allocating donation funds from Pay 'N' Take sales in the general fund to the construction project for a period of two years is not in keeping with General Accounting Principles. However, as I stated in our last general meeting, we are allowed and even encouraged to establish reserves for future expenses. The guideline for maintaining sustainability for non-profit corporations is at least one year of operating expenses. This needs to be achieved at the same time as we are gathering financial resources to complete the construction. So, this is what I would like to propose:

I propose we create in our balance sheet two reserve accounts, one for the current fiscal year designated for the general fund, and a construction reserve account that recognizes donor wishes. This will serve as a contingency fund to help ensure that reconstruction is accomplished. The amount of these reserves and the allocation of funds to support them shall be determined by the Finance Committee, appointed by the President of the Board. The Finance Committee shall present a resolution to the Board for approval, amending the budget for the current fiscal year and updating the balance sheet for the corporation. I am submitting a resolution I drafted for approval. I volunteer to serve on the Finance Committee.

GUALALA COMMUNITY CENTER INC

Resolution #04

Formation of the Finance Committee and Establishing Two Reserve Accounts

Adopted on _____

BACKGROUND: At the regular Board of Directors meeting on November 12, 2025, a Gualala Community Center member recommended to use Pay 'N' Take funds exclusively for construction over a 24-month period. This would require booking Pay 'N' Take sales directly to the Rebuilding fund as opposed to the general fund which has been the historical depository for Pay 'N' Take funds.

WHEREAS it is the consensus of The Board of Directors that donor wishes to use funds endowed or otherwise donated for the purpose of the rebuilding fund or the general operating fund should be honored; and

WHEREAS it is the consensus of The Board of Directors that Gualala Community Center Inc. must adhere to General Accounting Principles in the management, tracking, and accounting for all expenditures; and

THEREFORE, BE IT RESOLVED that the Gualala Community Board authorizes the creation of the Finance Committee. This committee shall include the Treasurer, the Secretary, and one other Board Member, with other Board members appointed by the President as needed.

THEREFORE, BE IT FURTHER RESOLVED two (2) reserve accounts; an operating reserve account for the general fund and a construction contingency reserve account shall be set up in the current 2025-2026 fiscal year. The Finance Committee shall determine the amounts of these reserves and the allocation of funds to support them.

Motion by:
Director _____

Second:
Director _____

Absent:
Director _____

Excused/Reason:
Director _____

VOTE: Ayes: Nays: Abstained: Approved: Failed:

Board Chair Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

GUALALA COMMUNITY CENTER INC
Resolution #05

SQUARE Convenience Fees

Adopted on _____

WHEREAS in the Board meeting on November 12, 2025, a motion was approved to implement the use of the SQUARE electronic payment service, in Pay 'N' Take Departments, in support of customers wishing to pay in person by credit card,

WHEREAS in that motion the Board approved that GCC would absorb the SQUARE convenience fees of 2.6% on the purchase amount and the 15¢ per transaction charge and pay those fees to SQUARE,

WHEREAS Pay-N-Take has always absorbed the 7.88% sales tax on all transactions and remitted these amounts to the California State Board of Equalization and has never charged fees for payments by cash and checks.

THEREFORE, BE IT RESOLVED that the Board of Directors rescinds the decision to absorb the SQUARE convenience fees, and

THEREFORE, BE IT FURTHER RESOLVED that the SQUARE convenience fees will be the responsibility of customers who opt to pay by credit card.

Motion by:
Director _____
Absent:
Director _____

Second:
Director _____
Excused/Reason:
Director _____

VOTE: Ayes: Nays: Abstained: Approved Failed

Board Chair Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

GUALALA COMMUNITY CENTER INC

Resolution #06

Formation of the Bylaws Committee

Adopted on _____

WHEREAS the June 2025 election to fill Board of Director vacancies did not adhere to Bylaws Article III, Sec 1 requiring 3 months membership to vote. Consequently, the election was invalid, and the motion to approve the formation of a Bylaws Review Committee at the first regular Board meeting in July 2025 was also invalid.

WHEREAS the last updates to the bylaws were approved on June 17, 2023, and since that time, changes in organizational practices, and member needs have occurred,

WHEREAS it is both prudent and necessary to ensure that our bylaws are clear, effective, and aligned with Federal, State and County laws, Ordinances and Codes.

THEREFORE, BE IT RESOLVED that the Board of Directors approves the formation of the Bylaws Committee that will consist of two or more Directors, a number of GCC volunteer members and external advisors, with expertise in nonprofit governance or law, who shall serve in a non-voting, advisory capacity.

THEREFORE, BE IT FURTHER RESOLVED that the Bylaws Committee shall subject the current bylaws to a thorough and structured review to identify the required revisions, deletions and additions, and submit the final output for approval of the Board, who shall then submit the revisions to the Membership for final approval as specified in the GCC bylaws or applicable laws in effect at the time of the vote.

Motion by:
Director _____

Second:
Director _____

Absent:
Director _____

Excused/Reason:
Director _____

VOTE: Ayes: Nays: Abstained: Approved: Failed:

Board Chair Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

Gualala Community Center Grant Request for the Redwood Coast Education Foundation-December 2025

1. Specific Aims:

The Redwood Coast Education Foundation's aim is to address the learning needs, opportunities, and challenges of students in the nine public schools from Ft. Ross to Manchester. Our local schools are chronically underfunded and demographically challenged due to our rural and low income student populations.

To enhance student education RCEF provides yearly grants of up to \$650.00 to local teachers. To receive a grant, each teacher must submit an application which is reviewed by the RCEF grant committee. This application is comprehensive in that goals, aims, learning outcomes, and budget must be described. At the end of the school year, teachers are required to fill out an evaluation summary to describe how the project goals were met. This ensures that the money was used properly, and also provides accountability from each teacher and for our donors.

2. Significance:

RCEF has been active in our community since 1994. Traditionally, we conduct a yearly fund-raising drive, asking for donations from individuals and community organizations. Because we give **100%** of the donations we receive to fund mini-grants to teachers and schools, any publicity that requires money must be paid for by the Board members personally. Unfortunately, because of our low profile, many people have still never heard of us. Our significance

is validated by the number of students we have helped over the last thirty years. Without our grants, our students on the coast would not have been exposed to the extracurricular projects the grants allow their teachers to provide. Our mission is to continue to fund this vital need of expanding the curiosity and opportunities for our kids.

3. Action Plan

RCEF has been providing mini-grants since 1994, now approaching our 30th year of helping our local students.

During that time, RCEF has provided approximately 660 mini-grants to our local teachers and schools. Our plan is to continue providing mini-grants to serve the educational needs of hundreds of students up and down the Highway 1 corridor from Ft. Ross to Manchester.

Our action plan remains consistent year to year centered around our mini-grant awards. However, we are flexible depending on school and educational needs. An example of this occurred during the two year distance learning required by the State of California in the first two years of the pandemic. We adjusted our mini-grants to fit the needs and circumstances of the teachers and students.

Although the mini-grant program is the hallmark of our organization, our board is very capable of adapting to change. While methods and approaches may vary, our goal is consistently focused on benefiting local students.

4. Supporting Documents:

For examples of projects that RCEF has funded in the past, please consult our website at redwoodcoasted.org and click on “Past Projects”. (The website was created and maintained by 100% volunteer labor.)

5. Budget:

The budget we are asking the Gualala Community Center to help provide depends on the size of the donation we receive. For example, a \$2,600.00 Gualala Community Center donation would equate to mini-grants of up to \$650 for four teachers. A \$3,250 Gualala Community Center donation would fund mini-grants of up to \$650.00 for five teachers. There are approximately 44 teachers in the area, all eligible for the total number of mini-grants we are able to fund.

Any amount donated by the Gualala Community Center will be appreciated and used to help our students.

6. Other Support:

All RCEF grants are funded by local donations from individuals and community organizations. The amount available for the mini-grants varies from year to year. However, individual Board Members provide the 100% of the money needed for publicity, postcards, letters, envelopes, postage, signs, and other administrative overhead expenses.

7. Personnel:

The current RCEF Board members are:

Ward Anderson, Joanne Brooks, Robyn Cota Cann, Camille Cox, Patrick Ellis, Sylvia Evans, Rhonda Rumrey, Donna Stornetta, and Francie Angwin and Erika Guynes.

8. Contact Information and Non-Profit Status:

The Redwood Coast Education Foundation can be contacted via our website redwoodcoasted.org, which includes verification of our 501(c) (3) status.



Fwd: Congratulations - Update Regarding Rep. Huffman Congressional Community Project Funding Request

1 message

----- Forwarded message -----

From: **Trimmer, Shane** <Shane.Trimmer@mail.house.gov>

Date: Mon, Nov 17, 2025 at 10:59 AM

Subject: RE: Congratulations - Update Regarding Rep. Huffman Congressional Community Project Funding Request To: Kevin Evans <keretired16@icloud.com>, consultjbp@gmail.com <consultjbp@gmail.com>

Cc: Callaway, Jenny <Jenny.Callaway@mail.house.gov>, McCue, Morgan <Morgan.McCue@mail.house.gov>, Anderson, Jezreela <Jezreela.Anderson@mail.house.gov>

Wrapping Dr. Janet Pierucci into this thread as well for her awareness.

Regards,

Shane Trimmer
District Director

Office of Rep. Jared Huffman

From: Anderson, Jezreela <Jezreela.Anderson@mail.house.gov>

Sent: Friday, November 14, 2025 9:32 AM

To: Kevin Evans <keretired16@icloud.com>; Trimmer, Shane <Shane.Trimmer@mail.house.gov>

Cc: Callaway, Jenny <Jenny.Callaway@mail.house.gov>; McCue, Morgan <Morgan.McCue@mail.house.gov>

Subject: RE: Congratulations - Update Regarding Rep. Huffman Congressional Community Project Funding Request

Congratulations!

Best,

Jez



Jez Anderson
Field Representative

Office of Rep. Jared Huffman
Fort Bragg District Office

430 North Franklin Street

PO Box 2208, Fort Bragg CA
95437

707-962-0933

jez.anderson@mail.house.gov

From: Kevin Evans <keretired16@icloud.com>

Sent: Friday, November 14, 2025 9:11 AM

To: Trimmer, Shane <Shane.Trimmer@mail.house.gov>

Cc: Callaway, Jenny <Jenny.Callaway@mail.house.gov>; Anderson, Jezreela <Jezreela.Anderson@mail.house.gov>; McCue, Morgan <Morgan.McCue@mail.house.gov>

Subject: Re: Congratulations - Update Regarding Rep. Huffman Congressional Community Project Funding Request

Thank you Shane for the great news. Please extend the appreciation from our community to Congressman Huffman and his staff for their effort to secure funding assistance to help rebuild the Gualala Community Center.

Have an enjoyable weekend and Thanksgiving Holiday.

Warm regards,

Kevin

Page 2 of 3

On Nov 13, 2025, at 3:58 PM, Trimmer, Shane <Shane.Trimmer@mail.house.gov> wrote:

Good afternoon Kevin:

As you may have seen, the package of bills that were signed into law that included the continuing resolution, also included the Appropriations Committee's passed Agriculture bill, which included your project!

The project, **Gualala Community Center Rebuilding**, was passed and approved for **\$1,000,000**.

Within the coming months you will receive direct communication from the relevant federal agency managing your project's funding. Please follow all instructions from the agency. The agency may require you to fill out additional information and details on your project. If you have not heard from a federal agency regarding your community project by the end of January, please follow up with us.

At this time, it is hard to determine exactly when you may receive project funding, but it should be within the next four-to-six months. Again, please do not take out a loan to spend these funds on the promise the funds coming soon. Community project funding will be allocated for your specified project spending only, as highlighted in your previously submitted spending plan, and cannot be used to pay off a loan, even if those funds went toward the project. Doing so threatens the relinquishment of your projects funding.

Thank you for your patience throughout this long process.

Very kind regards,

<image001.png>

Shane Trimmer
District Director

Office of Rep. Jared Huffman

999 Fifth Ave. Suite 290

San Rafael, CA 94901

(415) 258-9657

Shane.Trimmer@mail.house.gov



DRAFT MINUTES OF THE BOARD OF DIRECTOR REGULAR MEETING
WEDNESDAY, NOVEMBER 12, 2025, 6:00PM -7:30 PM
Gualala Baptist Church
37300 Church St

THESE DRAFT MINUTES HAVE NOT BEEN APPROVED BY THE BOARD

1. CALL TO ORDER

- 1.1. Directors: Janet Pierucci, Darla Buechner (phone), Colby Bibb, Paul Cupich, Whyte Owen.
 - 1.2. Newly Appointed Directors: Laverne Hancock, George Provencher
 - a. QUORUM: YES
 - 1.3. Scribe: Nancy Howard
 - 1.4. GCC Members in Attendance: 14
-

2. ADOPTION OF THE AGENDA

- 2.1. Request for Additions/Changes: Janet - donations to food banks
 - 2.2. Motion to Adopt: Coby Second: Paul
 - a. 4.0.2 **APPROVED**
-

3. ANNOUNCEMENTS

- 3.1. Board – None
 - 3.2. Members – None
-

4. APPROVAL OF DRAFT MINUTES

- 4.1. October 8, 2025, Regular Board Meeting
 - 4.2. Motions to amend: None
 - 4.3. Motion to Approve: Coby Second: Paul
 - a. 4.0.0 **APPROVED**
-

5. APPOINTMENT OF NEW BOARD MEMBERS

- 5.1. Paul motion to appoint new GGC Board members, George Provencher and Laverne Hancock, replacing Barbara Pratt and Michael Combs. Their terms run until June 30, 2026.
 - a. Motion to Approve: Paul Second: Coby
 - i. 4.0.0 **APPROVED**
 - 5.2. Paul announce resignation from position of Secretary to the GCC Board. Paul Motioned to appoint Laverne as Secretary
 - a. Motion to Approve: Whyte Second: Coby
 - i. 4.0.0 **APPROVED**
-

6. REPORTS COMMITTEES and BOARD

- 6.1. GCC Steering Committee / Rebuilding Project
 - a. Chris Beach (Designer)
 - i. Rebuilding plans were submitted to the Building Department on Mon, 11/10/25.
 - ii. Issue 1: The new building is required to have a dedicated water supply for fire suppression.
-

-
- a) Option 1: Gualala Water Company line that serves a fire hydrant on the adjacent parcel. Jim Rygh (Civil engineering) will meet with GWC on Thurs 11/13/25.
 - b) Option 2: GCC install a tank and pump system at an estimated cost Between \$200K and \$300K.
 - iii. Issue 2: Perimeter boundaries have yet to be established. This would necessitate scheduling a conversation with Post Office regarding the property line that is shared with GCC.
- b. Adrian Adams (Structural/permitting), report delivered by Janet.
- i. Monday, 11/10/25, Adrian submitted applications for permits for the three storage containers and the building.
 - ii. The grading and compaction permit has been approved but has not yet been sent to Adrian.
- c. Susan Miletich (Landscape design) Due to changes in the location of underground utilities, there may be changes made to the latest landscape design.
- d. Scott Matthew (Project Manager) Financial Report
- i. Rebuilding Financials: from Feb. 2023 through Nov 12, 2025.
 - a) Donations to Rebuilding Fund: \$ 1,017,000
 - b) Interest earned: \$ 138,000
 - c) Insurance awarded: \$ 1,805,000
 - d) TOTAL Income: \$ 2,960,000
 - e) Expenses: \$ 710,000
 - f) Net Rebuilding Fund Balance \$ 2,250,000
 - 1) Expenses paid to Figure, GC Oliver, demolition of site, demolition of pink house are included in \$710,000.
 - 2) Donations in the last two months account for \$385,000 of the amount above.
 - 3) Information shared in discussions on other items in this agenda: Ray Feeney has donated \$300K in the form of challenge grant. He will match donations of \$25K minimum per individual.
- e. Ray Feeney (Fund Raising/Donations)
- i. Goal: To raise additional funds from the community for the Rebuilding Project.
 - ii. Recommendation:
 - a) Use the \$800k general fund to continue the program of charitable donations to the community and to continue covering GCC operational expenses.
 - b) Use all Pay 'N' Take revenue from the next 24 months to fund the Rebuilding Project.
 - c) Discussion by the Board, the Steering Committee, and the Membership, centered around the feasibility of this approach. The discussion was limited due to the unavailability of a GCC Financial Statement which would provide:
 - d) Pay 'N' Take revenue by Department.
 - e) Investment accounts
 - f) Donations to charities/ Scott: Donations were \$36,8K in Year 23-24 and \$30K in Year 24-25
 - g) GCC Operating Expenses
 - iii. Darla recommended placing this item on the December agenda with supporting documentation. George advised that the yearly budget would be revised at the same time.
 - a) **The Board to carry this item over to the next regular meeting.**
-

-
- 6.2. Darla: Report on progress with Coastal Seniors on MOU:
 - a. CS and GCC boards met with productive results.
 - b. GCC needs legal advice regarding the terms of the MOU.
 - c. The lawyers for CS and GCC have not yet met.

 - 6.3. Darla: Report on retention of General Counsel, David Kindopp.
 - a. Darla has had a 1 ½ hour meeting with Kindopp at \$450/hour. Future legal work may be done by legal assistants at lower rates.

 - 6.4. Board Chair Report: Donations to Rebuilding fund—acknowledgements.
 - a. Donations to GCC.
 - b. The GCC Board has engaged Tempra Board to improve charity score for GCC, which is currently 2 out of 5.
 - c. GCC is still in application for a \$1 million federal grant.
 - d. Karen Wilder's work on conversion of the old GCC website to a more user-friendly platform is about 75% complete. Announcement of two new features of the website:
 - i. The Volunteer Corner debuted with an interview that Janet conducted with Rick O'Neil.
 - ii. The Donor Wall is not yet up. It will list the donors who have given permission to post their names, but not the amounts of their gifts.

 - 6.5. Colby: Treasurer Report:
 - a. Financial Statement for July 1, 2025 through October 31, 2025
 - i. Pay n Take income: \$115,890
 - ii. Donated to three area Food banks: \$1667 each
 - iii. Donated to ICO: \$500
 - iv. Donated for Scholarships: \$4000
 - v. Donated to Coastal Seniors: \$5000

7. MEMBERS AGENDA – NONE

8. UNFINISHED BUSINESS

- 8.1. Decide time and place of regular GCC Board meetings.
 - a. Board Member Whyte motioned to hold regular GCC Board meetings at 1 pm on the 2nd Wednesday of each month; the location announced prior to the December Board meeting. The Board and Members then began discussing the matter.
 - i. Safety issues driving in the dark and inclement weather.
 - ii. Concerns that afternoon meetings may make it difficult for members who work to attend. A suggestion was made to enable a hybrid meeting, participation via zoom and participation at a physical location. The zoom meeting could be recorded and posted on the Website.
 - iii. Securing a location that would accommodate member and board attendance and is available on that day and time. Suggestions: The Baptist Church, Gualala Arts, RCMS meeting room, Coastal Life Support and the GCC Annex. A member asked that the Annex be removed from consideration because it would not comfortably hold all the members who might wish to attend a Board meeting.
 - iv. Motion to Approve: Motion: Whyte Second: Paul
 - a) 6.0.0 **APPROVED**

 - 8.2. Approval of revised GCC Grant application
 - a. The application is submitted by organizations requesting funding from GCC, based on the benefits to the community. [Attachment 1](#)
 - b. Motion to Approve: Whyte Second: Paul
 - i. 6.0.0 **APPROVED**
-

9. NEW BUSINESS

- 9.1. Discuss and decide about approving GCC Board minutes by email so they can be posted on the website in a timely fashion.
- a. Janet proposed that the Board approve draft minutes by email. Janet opened it up for Board and Member discussion.
 - b. A member stated per CA Corp law that all Directors must provide a [waiver of notice] to establish email approval of minutes by the Board as a legal procedure.
 - i. The Board agreed to carry this over to the next meeting's agenda. Laverne and Janet to prepare a motion with exact wording for the December Board meeting.
 - c. Laverne advised that the draft of minutes can be posted on the website, prior to a Board Meeting to discuss approval of those minutes. When the approval of the minutes is discussed in the Regular Board meeting, Board Members can submit motions to amend the draft prior to a vote for approval. The approved minutes would state that the minutes were approved with changes.
 - i. The Board approved posting the draft minutes to the website, in a timely fashion.
- 9.2. Appoint new Grants (Charitable Donations) Chair: Paul Cupich
- a. The chair is responsible for receiving, reviewing, and approve or deny applications submitted by organizations requesting funding from GCC, based on benefit to benefit to the community.
 - i. Motion to Approve: Janet Second: _____
 - a) 6.0.0 **APPROVED**
- 9.3. Nancy to report on the possibility of implementing the use of Square or other electronic payment options at Pay n Take.
- a. The GCC Board requested that Nancy research Square and other electronic payment options for use on a trial basis at the Pay 'N' Take Clothing Store. Nancy provided a report to the Board comparing Square and Venmo. [Attachment 2](#)
 - i. Nancy proposed a trial use of the Square Terminal system; based on its ease of use, acceptance of various payment methods, link to existing GCC Square account, and reasonable cost.
 - a) Cost of device: \$300
 - b) Fee for use: 2.6% of transaction plus \$.10/transaction.
 - c) Fee to credit card companies is on average 3% per transaction.
 - d) Option to charge sales tax
 - e) Option to print a receipt.
 - b. Janet then opened it up for discussion.
 - i. Nancy advised GCC does not charge the buyer the 7.88% sales tax, GCC absorbs it. Absorbing the Square & Credit Card fees would decrease the net income at the Clothing Store by about 12+%.
 - a) A member suggested that charging fees and/or increased prices could result in lower sales. Another member stated that higher prices would mean less purchasing power for those with limited or no income and a real need for clothing and shoes.
 - b) A member suggested trialing Square in the F&E Department because that department has higher-priced items that would appeal to members who may not have the cash or prefer to pay by Credit Card.
 - c. Paul moved to purchase two Square Terminals for use, on a trial basis, at Pay 'N' Take Furniture and Electronics Department and in the Clothing Department. GCC to absorb the fees, for Square and credit cards. Ray Feeny will donate payment for one of the Terminals.
 - (i) Motion to Approve: Paul Second: Whyte
 - a) 5.1.0 **APPROVED**

-
- 9.4. Paul Propose Resolution to amend the GCC Bylaws Article IV. Section 1 and Article IV Section b., changing the number of Board members from 7 to allow for 5-9 Board members. Also, change the quorum appropriately for the number of Board members seated.
- a. After members asked for information, the names of the other two candidates for board seats—Paul White and Lori Novick—were shared. Bill (Facility Manager) suggested inviting them to visit to Pay 'N' Take on donation days and sales days and Janet agreed to do so.
 - i. **The Board postponed this item for consideration at a future Board meeting.**

10. ADJOURNMENT at 7:50 pm

- a. Motion to Approve: George Second: Paul
 - i. 6.0.0 **APPROVED**

THE BOARD WILL MEET IN CLOSED SESSION ON NOVEMBER 19, 2025, AT 12 PM

DRAFT

MINUTES

Board Of Directors Meeting

Gualala Baptist Church 37300 Church Street

Wednesday October 8, 2025, 6:00-7:30pm

<p>1. CALL TO ORDER at 6pm by President Pierucci</p> <p>1.1 Present: Janet Pierucci, Darla Buechner, Colby Bibb, Whyte Owen, Paul Cupich 1.2 Quorum: Yes</p> <p>Michael Combs was present but refused to be seated. This is the 3rd regularly-scheduled meeting that he has missed. He was advised that according to GCC Bylaws he is expected to resign. He refused, stating that he had never been legally elected and therefore could not resign.</p>	
<p>2. ADOPTION OF AGENDA</p> <p>DISCUSSION of meeting time due to members not wishing to drive at night. A decision was tabled until the November meeting pending research of times, hours, and venues. Wednesdays at 3 pm was acceptable to most of those present.</p> <p>ACTION: Janet will speak with the pastor of the church regarding availability at that time.</p>	
<p>3. ANNOUNCEMENTS</p> <p>3.1. Board of Directors—additions to agenda 3.2. Members – non agenda items</p> <p>Michael Combs stated that a non-profit organization cannot self-appoint its board of directors and he read from a document he produced.</p> <p>He also said that a 75' X100' galvanized metal building could be built for about \$200,000 and that for \$1,000,000 it would be completely finished inside with a kitchen and built in 3 months.</p>	
<p>4. APPROVAL OF MINUTES</p> <p>4.1 September 10, 2025, Minutes Motion: White, Second: Darla Ayes: 4 Nays: 0 Abstain: 0 APPROVED</p>	
<p>5. RESOLUTION 2025-2026 #2—Darla</p> <p>5.1 RESOLUTION by the GUALALA COMMUNITY CENTER BOARD OF DIRECTORS on OCTOBER 08, 2025, removing Kevin Evans as point of contact for the Mendocino Building Department and appointing James Adrian Adams, SE as the current contact person.</p> <p>Motion: Darla Second: Colby Ayes: 4 Nays: 0 Abstain: 0 APPROVED</p>	
<p>6. REPORTS Committees</p> <p>6.1 GCC Steering Committee</p> <p>(a) Chris Beach (Designer): The construction drawings should be ready to submit in two weeks.</p> <p>(b) Adrian Adams (Structural/permitting): Grading permit application was submitted one month ago and has been approved by everyone except the planner. Permit for containers has also been partially approved. The building permit will be a revision of the former permit rather than a completely new one which means it will be processed faster.</p>	

(c) Jim Rygh (Civil Engineering): Site plan drawings indicating boundary lines and the location of retaining wall, fencing, and drainage are incomplete because the exact boundary lines are not marked on-site. This will be remedied by a survey and marking of boundaries conducted by Hoffman Engineering at a cost of \$3200, as approved by the board.

(d) Susan Miletich (Landscape design) Not present.

Discussion of traffic re-routing on Tuesdays during PNT Donations; it was agreed that the plan needs some adjustment.

(e) Scott Matthews (Rebuilding Financials) Not present. Report given by Janet: From July 1st to September 30th, expenses for the Rebuild Project were:

Fencing rental:	374
Demolition Permit:	184
Container Permit:	652
Grading Permit:	704
Warning Signs:	16
Total:	\$1930

6.2 Board Chair Report

(a) Donations to Rebuilding fund—acknowledgements

\$10,000 from Ronald Casterson to the Rebuilding Fund

\$10,000 from Thao Nguyen to Landscaping for the new GCC building site.

MOTION: To place the \$10,000 landscaping donation in a CD with Redwood Credit Union. Motion: Darla, Second: Colby

Ayes: 4 Nays: 0 APPROVED

(b) Donations to GCC: \$140

(c) The Board accepted the Resignation of Board Member Barbara Pratt with. Barbara was a vital part of the board and her talents will be missed.

(d) GCC Board vacancies. The two vacant seats will be filled at the November board meeting.

(e) Looking Forward: It is expected that the final drawings will be submitted to the building department in late October. The start of construction is weather dependent.

6.3 Treasurer Report: Colby: For the month of September 2025

Rebuilding fund:	\$1,835,969
GCC General Fund from Pay 'N' Take:	\$800,000
Income from Pay 'N' Take for the month of September:	\$27,000
Cost of Election:	\$186
Overhead for the Clothing Store:	\$2459
Donations to food banks and to CS and to ICO:	\$3000
GCC Expenditures for the month of September:	\$20,490
Net Revenue for the month of September:	(\$ 6556)

6.4 Bylaws Committee – Darla: Nothing to report

6.5 Grants Committee:

a. An interim chairman needs to be appointed. It's possible that one of the yet-to-be-appointed new members will assume this position.

b. Approval of revised GCC Grant application. Carried forward to next month.

6.6 Membership Committee: The new Chairperson, Paul, wants to expand membership by seeking, in particular, participation from people who have not historically been involved with the GCC. He is seeking 4 or 5 diverse committee members with the goal of aiding the community in new ways, such as educational programs. It was agreed that

<p>input needs to be gathered as to what the community wants. A promotional gift of \$10 credit at Pay 'N' Take, which was proposed as an incentive for new members, met with mixed acceptance and was tabled pending further discussion.</p> <p>6.7 Scholarship Committee-Whyte. In the spring of each year, students at the high school In Pt. Arena are notified of the availability and procedures for scholarships from GCC. GCC works with the school counselor to review and select recipients.</p> <p>6.8 Building/Maintenance & Operations - Bill Mathews is waiting for roofer availability, and for the current tank of propane at the Clothing Store to be emptied so that he can change the service from Kemgas to Ferrellgas.</p> <p>6.9 Pay-n-Take Dept Head Volunteers – Bill Mathews. Everyone is happy.</p>	
<p>7. MEMBERS AGENDA -</p>	
<p>8. OLD BUSINESS</p> <p>8.1 GCC Volunteer Appreciation Event—Darla. October 11, 4pm. Gift certificate proposed</p> <p>Discussion: Pay 'N' Take volunteers expressed reservations.</p> <p>8.2 Jim Rygh: Report on container project proposing to fund three 20' containers, delivery and installation. Permit application has been filed. \$20,000 expenditure for three containers plus site prep and fencing APPROVED by the GCC Board</p>	
<p>9. NEW BUSINESS</p> <p>9.1 Closure of the GCC Bakery—Colby: The kitchen that the bakers were using after the fire, was not a commercial one. The County will not grant a permit for the menu that was being served. The County wants to help GCC achieve Cottage Industry status. This is in process. There are limits to what can be prepared under this kind of license. The County does not allow a commercial kitchen to operate out of a home.</p> <p>9.2 Correspondence: None</p>	
<p>10. ADJOURNMENT Adjourned at 7 pm.</p>	
<p>ACTION ITEMS:</p> <p>Janet: Find out if the Baptist Church is available for meetings on the second Wednesday of each month at 3 pm. Make known to Board, Website, and Nancy for posting to ICO, the date time and place of the November GCC Board meeting.</p> <p>Colby: Arrange with David Fouts to add the \$10,000 donation for landscaping to the Fidelity Investments Account.</p> <p>Paul: Pursue finding members for the Membership Committee.</p>	

Submitted by Nancy Howard, Scribe

Signed _____ GCC Secretary

Date _____ -

GUALALA COMMUNITY CENTER GRANT APPLICATION

1. **Specific Aims.** Brief descriptions of the project, focusing the aims on type of community need or service for which the funds will be used. Provide a list of programs or services if more than one. One page maximum.
2. **Significance.** Include the background and rationale for the proposal, and how the project will benefit the community. One page maximum.
3. **Action plan.** How each aim will be addressed. Three pages maximum.
4. **Supporting documents.** Any that would validate your program proposal.
5. **Budget.** Include justification for each line and projected timeline.
6. **Other support.** List any financial resources relevant to this program, plus any others in which you participate.
7. **Personnel.** Identify all persons associated with the project and provide relevant education and experience. Indicate paid or volunteer.
8. **Contact information** and verification of non-profit status with tax ID number, if applicable.

Proposals may be submitted as:

Three copies on paper to the Gualala Community Center, PO Box 263, Gualala CA 95445 or as a PDF via email: gualalacc@gmail.com.

Documents should be double-spaced with 12 or 14 point fonts, which should be publication-appropriate such as Times or Garamond; avoid thin or whimsical fonts.

If you have any questions regarding this proposal request, please contact the Board of Directors at the above e-mail address.

Attribute	Venmo	Square Terminal Card Reader	Square card reader
How used	Money transfer Not a credit card system	Accept payment: credit card, cash, donations. Make payments	Accept credit card payment
Equipment needed	Cell phone	Square Terminal unit and charger \$300	Cell phone, dock,(we have) card reader \$65
Ease of use	Several steps to complete a transfer	Intuitive: buyer swipes, taps card or phone	May be no longer supported
Cost to spender	None for bank transfer 3% for credit card	None	None
Cost to seller	Fee	2.6% of sale+\$.10 per transaction	2.6% of sale+ \$.15 per transaction
Reports	?	*	*

*Both systems are linked by internet to the GCC account on Kathy's computer in her office at the Annex. We could add an administrator to that account so that the Clothing Department could access the reports.

I am recommending the Square Terminal system

SQUARE Terminal system for receiving credit card and cash payments
Sales tax issues and cost analysis

We can choose whether or not to calculate and add sales tax.

- It would be unfair to charge sales tax on credit card sales and not on cash sales.
- Kathy said, "please don't set it up to charge sales tax."
- We could use Square to record cash sales and figure the tax, but that would result in our having to deal with a lot of coins and sales people having to make more complicated computations to return proper change.

The fee for use of the **card reader/dock system** is 2.6% of sale + \$.15 per transaction. We have part of the equipment for this system. The missing part would cost \$65.

The fee for use of the **Terminal system** is 2.6% of the transaction amount + \$.10 per transaction. It has the added option of printing a receipt. Cost for the unit is \$300.

If we raised our prices by \$1 on most regularly-priced items, we would recover sales tax and vendor fees to Square and show a bit more profit.

Here's how that would work. Let's say that an average transaction amount is \$25 and on one sale day we handle 100 transactions resulting in an income of \$2500.

Currently we pay \$.875 sales tax on that amount. We would also pay Square 2.6% of that amount and \$.10 for each transaction.

Next, as the vendor we would pay the fee to the credit card company which varies but averages 3% of the transaction amount. So, let's assume that 20% of our purchases are made with credit cards.

SUMMARY OF COSTS if we do not charge the shoppers any sales tax and continue to pay it from Pay 'N' Take income:

State sales tax:	$\$2500 \times 8.75\%$ sales tax = \$	218.75
Fee paid to Square for amount of transactions:	$\$2500 \times 2.6\%$ =	\$ 65.00
Fee paid to Square per transaction:	$100 \times \$.10$ =	\$ 10.00.
<u>Credit card transaction fee:</u>	<u>$20\% \text{ of } \\$2500 \times 3\%$ =</u>	<u>\$ 15.00.</u>
TOTAL DEDUCTIONS		\$ 308.75
NET INCOME:	$\$2500 - \$ 308.75$ =	\$ 2191.25

A decrease of 12.35%.

But . . . What if we continued to not charge sales tax and raised most of our prices by \$1? That would be about a 20% increase in most categories: from \$5 to \$6. This would mean that cash and credit card payers are paying the same price, Kathy would be happy and we would be increasing our income by about 7%.

It's also likely that sales will increase when shoppers have the option to use electronic payments.

GUALALA COMMUNITY CENTER

Serve, Support, Celebrate

MINUTES AS REVISED AMENDED

GUALALA COMMUNITY CENTER BOARD OF DIRECTOR REGULAR MEETING

WEDNESDAY, December 10, 2025 2:30PM

Gualala Baptist Church 37300 Church St

MINUTES APPROVED AS AMENDED ON JANUARY 14, 2026,

8.2.d.: REVISED AMENDED RESOLUTION #05 SQUARE MPLEMENTATION ON JANUARY 14, 2026

1. CALL TO ORDER: By President Janet Pierucci at 2:30 pm.

1.1. Directors: Janet Pierucci, Darla Buechner, Colby Bibb, Laverne Hancock, Paul Cupich, George Provencher, Absent: Whyte Owen.

1.2. QUORUM: Yes.

1.3. Scribe: Nancy Howard.

1.4. GCC Members in Attendance: Visual count by Board Secretary - 18

2. ADOPTION OF THE AGENDA:

2.1. Request for Additions/Changes:

a. Darla: Correct George's statement as Attachment 3.

b. Darla: Item 8.5 remove from today's agenda.

c. Paul: Unfinished Business – Increase number of board members and filling vacancies.

d. Colby: Add: Donation to the Baptist Church.

e. Motion to approve as amended: Colby Second: Darla.

i. Vote: 6.0.0. APPROVED

3. ANNOUNCEMENTS:

3.1. Board – None

3.2. Members –None

4. APPROVAL OF DRAFT MINUTES:

4.1. November 12, 2025 Regular Board Meeting **Attachment 4**

a. Darla: Attachment 1, should be Attachment 4.

b. Darla: Amend Item 6.3.a. regarding attorney fees.

c. Laverne: Board Meetings: move from Unfinished to New Business, Item: 9.4.

d. Motion to approve as amended: Motion: Laverne Second: Colby.

i. Vote: 6.0.0. APPROVED

5. REPORTS:

5.1. Board of Directors:

a. Board President: **Attachment 1**

b. Board VP Report on Executive Sessions:

i. 11/19/25: Orientation for new board members: Rebuilding events, funding and donations, Coastal Seniors, federal grant, sales tax liability, website update, donations to food banks. Need whistle blower, document retention, conflict of interest policies, financial report to improve charity score when GCC submits requests for grants.

ii. 11/24/25: Insurance policies reviews. Updates on federal grant, sales tax exemption, charity score, Coastal Seniors, SQUARE credit card fees.

iii. 12/3/25: Investments, Figure contract, grant for propane tank, Resolution to update regular meeting time & location. Resolutions and charters needed to establish Finance, Audit and Bylaws committees. Updates on Federal grant, SQUARE credit card fees, Rebuilding project, Coastal Seniors, donations to food banks, website, Insurance policies.

c. Board Treasurer Report –Colby:

i. Income from Pay 'N' Take: \$21,413 in November, \$127,303. Year to date.

-
- ii. Not rebuilding Fund: \$804,795, Rebuilding Fund: \$2,175,345, Restricted Rebuilding Fund: \$16,793. Total Bank Funds: \$2,996,993.
 - iii. Increased donations to 3 food banks to \$1K each for November and December.
- 5.2. Steering Committee / Rebuilding Project:
- a. Board VP – Darla liaison to GCC Steering Committee/Rebuilding Project.
 - i. November 19, 2025 Report [Attachment 2](#)
 - b. Jim: Signed Rebuild work order to survey 7 points sent to Huffman Engineers.
 - c. Adrian / Permits:
 - i. Grading and Compaction permit has been approved but work cannot begin until the survey is done. Compaction contract has yet to be addressed and will be decided after the building permit has been received. This contract will be a separate bid from the building contractor bid.
 - ii. Building Dept. wants a soils engineer report on required depth of foundation. Reese and Assoc. will be onsite when the compaction takes place.
 - iii. The permit for the container corral is delayed due to a required correction.
 - iv. Demolition permit: requires onsite waste management form available for inspection by County Building Department.

6. MEMBERS AGENDA – NONE

7. UNFINISHED BUSINESS

- 7.1. Set the Date, Time, Location of the 2025-2026 Regular Board Meetings:
- a. Laverne read the text of proposed [Resolution #07](#) and submitted it to the Board for Approval.
 - i. Remove adjournment time of the meeting.
 - ii. List the month, day, year and start time for remaining dates of regular board meetings.
 - b. Motion to Approve with revisions: George, Second: Darla
 - i. Vote: 6.0.0. APPROVED
- 7.2. Use of Emails to Approve Draft Minutes - Provide feedback in February Meeting:
- a. Reference: [Nov 12, 2025 Draft Minutes, Item 9.1.b.](#)
 - i. Assess as part of the bylaws revision review.
 - b. Discussion
 - i. Draft minutes: Members - finalize revisions before posting them on the website and including them in a regular meeting agenda.
 - a) It was decided to post draft minutes for the time being.
 - ii. Resolutions: Should the Board vote on resolutions when they are first presented
 - a) It is at the discretion of the Board on an item by item basis.
 - c. Motion: Laverne, Second: Darla.
 - i. Vote: 6.0.0 APPROVED
- 7.3. Motion to amend the Bylaws to
- a. Fast track the bylaws to change from a fix number of 7 board members to a floating number of 5 - 9.
 - i. Appoint Paul White and Lori Novack, to the 2 new seats without an election in order not to lose these valuable resources.
 - b. After Board and Member input, Janet summarized that this is an issue to be discussed in the broader bylaws revisions.
 - c. Motion: Paul, Second: Darla
 - i. Vote 2.4.0 FAILED
- 7.4. Report on status of Pay-N-Take Bakery: Colby
- a. There are too many Health Dept requirements to be approved by them so the Bakery will probably not rise again until the new building is completed.
- 7.5. Allocate Pay-N-Take Funds for 24 months to fund Rebuilding Project: [Attachment 3](#)
- a. Reference: [Nov 25, 2025 Draft Minutes, Item 6.1.e.](#)
 - b. Go to New Business Item 8.1.

8. NEW BUSINESS

- 8.1. Formation of the Finance Committee and Establishing Two Reserve Accounts - Submit **Resolution #04** for Board Approval:
- Read Resolution into the minutes / George.
 - Table to January Regular Meeting: Submit a charter, with the make-up of a Finance Committee for approval by the Board.
- 8.2. Square Implementation - Submit **Resolution #05** for Board Approval:
- Read Resolution into the minutes / Paul.
 - George: We can vote on this today.
 - Motion: Paul Second: Colby.
 - Vote: 6.0.0. APPROVED.
 - Motion to approve amended revised Resolution #05 on 1/14/2026 /**Attached**
 - 1st Whereas: following the words 'customer wishing to pay by credit card, added 'or debit card'.
 - Therefore, Be it Further Resolved: following the words 'fees will be 'the responsibility of', change it to 'charged to'.
 - Following the words 'customers wishing to pay by credit card, added 'or debit card'.
 - Motion to approve: Janet Second: Laverne.
 - Vote: 5.2.0. Opposed: Darla and George APPROVED
 - Darla opposed this motion because the proposal to change the wording of Resolution #05 did not happen at the December 10th meeting but rather was developed as a result of information gathered after the December 10th meeting.
- 8.3. Formation of the Bylaws Committee - Submit **Resolution #06** for Board Approval:
- Read Resolution into the minutes / Laverne
 - Table to January regular meeting: Submit a Charter with Resolution for approval of the Board.
- 8.4. Request from Redwood Coast Education Foundation **Attachment 5** - Submit a Motion to Approve Grant in the amount of \$3,250 /Paul:
- It will fund 5 teachers.
 - Board requests a report from the grantee on how the mini grants are spent.
- b. Motion to Approve: Paul Second: Colby:
- Vote: 6.0.0. APPROVED
- 8.5. Removed from the agenda.
- 8.6. Update from US Rep. Huffman - Congressional Community Project Funding Request: **Attachment 6** /Janet
- Huffman's representative informed funding the \$1M has been voted into law. The grant is Administered by USDA and California Rural Development and further information should be received by the end of January.
- 8.7. Donate \$250 to Baptist Church for the September – December meetings:
- Motion: Darla Second: Colby
 - Vote: 6.0.0. APPROVED

9. ADJOURNMENT

- 9.1. The Board Meeting Adjourned at 4:30 PM
-

APPROVED ON: January 14, 2026

Board Secretary Signature: Laverne R. Hancock

Date: January 30, 2026

GUALALA COMMUNITY CENTER INC

Resolution #05

SQUARE Fees

ADOPTED on December 12, 2025 and
Amended January 14, 2026

WHEREAS, in the Board meeting on November 12, 2025, a motion was approved to implement the use of the SQUARE electronic payment service, in Pay 'N' Take Departments, in support of customers wishing to pay in person by credit card or debit card⁽¹⁾,

WHEREAS, in that motion the Board approved that GCC would absorb the SQUARE fees of 2.6% on the purchase amount and the 15¢ per transaction charge and pay those fees to SQUARE,

WHEREAS, Pay-N-Take has always absorbed the 7.88% sales tax on all transactions and remitted these amounts to the California State Board of Equalization and has never charged fees for payments by cash and checks.

THEREFORE, BE IT RESOLVED, that the Board of Directors rescinds the decision to absorb the SQUARE fees, and

THEREFORE, BE IT FURTHER RESOLVED, that the SQUARE fees will be charged to⁽²⁾ customers who opt to pay by credit card or debit card⁽²⁾.

Motion by:
Director Paul Cupich
Absent:
Director Whyte Owen

Second:
Director Colby Bibb
Excused/Reason:
Director _____

VOTE: Ayes: Nays: Abstained: Approved Failed

2026-01-14: Motion to approve text corrections

Motion by:
Director Janet Pierucci

Second:
Director Laverne

VOTE: Ayes: Nays: Abstained: Approved Failed
Nays: Darla and George

Board Chair Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

Underlined and bold text corrections:

(1) 1st Whereas: added 'or debit card'

(2) Therefore, Be It Further Resolved: replaced 'the responsibility of' with 'charged to'. Added 'or debit card'

GUALALA COMMUNITY CENTER

Serve, Support, Celebrate

MINUTES AS REVISED AMENDED

GUALALA COMMUNITY CENTER BOARD OF DIRECTOR REGULAR MEETING

WEDNESDAY, December 10, 2025 2:30PM

Gualala Baptist Church 37300 Church St

MINUTES APPROVED AS AMENDED ON JANUARY 14, 2026,

8.2.d.: REVISED AMENDED RESOLUTION #05 SQUARE MPLEMENTATION ON JANUARY 14, 2026

1. CALL TO ORDER: By President Janet Pierucci at 2:30 pm.
 - 1.1. Directors: Janet Pierucci, Darla Buechner, Colby Bibb, Laverne Hancock, Paul Cupich, George Provencher, Absent: Whyte Owen.
 - 1.2. QUORUM: Yes.
 - 1.3. Scribe: Nancy Howard.
 - 1.4. GCC Members in Attendance: Visual count by Board Secretary - 18

 2. ADOPTION OF THE AGENDA:
 - 2.1. Request for Additions/Changes:
 - a. Darla: Correct George's statement as Attachment 3.
 - b. Darla: Item 8.5 remove from today's agenda.
 - c. Paul: Unfinished Business – Increase number of board members and filling vacancies.
 - d. Colby: Add: Donation to the Baptist Church.
 - e. Motion to approve as amended: Colby Second: Darla.
 - i. Vote: 6.0.0. APPROVED

 3. ANNOUNCEMENTS:
 - 3.1. Board – None
 - 3.2. Members –None

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 - 4.1. November 12, 2025 Regular Board Meeting **Attachment 4**
 - a. Darla: Attachment 1, should be Attachment 4.
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 - i. Vote: 6.0.0. APPROVED

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 - a. Board President: **Attachment 1**
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 - i. 11/19/25: Orientation for new board members: Rebuilding events, funding and donations, Coastal Seniors, federal grant, sales tax liability, website update, donations to food banks. Need whistle blower, document retention, conflict of interest policies, financial report to improve charity score when GCC submits requests for grants.
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APPROVED ON: January 14, 2026

Board Secretary Signature: Laverne R. Hancock

Date: January 30, 2026