



# TCC BOARD MEETING

## 7PM, JANUARY 28, 2016

<b>o MEETING MINUTES</b>			
o 1.28.2016	o 7:02 PM	o TCC Community House	
o Meeting called by	o Kelly Rockwell		
o Type of meeting	o TCC Board Meeting		
o Facilitator	o Kelly Rockwell		
o Note taker	o Andy Monn		
o Timekeeper	o Terri Moriarty		
<b>o ATTENDEES</b>			
o TCC Board			
o President	o Kelly	o X	
o VP Membership	o Bonnie	o X	
o VP Fundraising	o Nonie	o X	
o VP Facilities	o Gary	o X	
o Treasurer	o Franka	o X	
o Corresponding Secretary	o Terri	o X	
o Recording Secretary	o Andy Monn	o X	
o			
o Members	o Dayna, Joe, Monica		
o			
o Meeting started	o 7:02PM	o Kelly Rockwell	o
o Meeting ended	o 9:56 PM	o Gary Jansen	o
o			
<b>o AGENDA ITEMS</b>			
o Reading and Approval of Minutes from November 2015 Board Meeting			
o Guests			
o Officer Reports			
o Board Discussion/Old Business			
o Introduction of New Business			
o Adjourn			

o 1. Reading and Approval of Minutes from October Board Meeting

o 7:02-7:07 (5 minutes)

o Kelly Rockwell (Kelly Approved)

o 2. Officer Reports

o 7:17

o Officers

o Reports by

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o Kelly Rockwell  
o (President)

o Regarding Theatricum Botanicum  
o Shelly going to go through paper work to see what TCC is allowed as far as number of events and end times for music  
o Need to inform Theatricum of upcoming Peaceful Ninjas event  
o Need pelican case for field internet modem

o Gary Jensen  
o (VP Facilities)  
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o Parking signs going up end of January  
o AC—Morris is going to help look into 2 different options from Kayla  
o Should cost close to \$100k  
o Sandbags are good for now

o Nonie Shore  
o (VP Fundraising)

o Disco Night is Feb 20  
o Flyers and signs going up end of January-first week of Feb  
o Will cancel Grant Gopher  
o Still gathering sponsorship applications for Topanga Days  
o April 29<sup>th</sup> is next Square Dance

o Bonnie Morgan  
o (VP Membership)

o Membership  
o 617 members  
o 256 not renewed  
o 360 active members  
o Looking into new system besides PayPal to reduce costs  
o Website redevelopment cannot begin until after March  
o Domain names  
o Topangacommunityhouse.org/com have been purchased  
o Topangacommunitycenter.org/com  
o Sages are very excited to do interviews for website  
o First Sage is Lee Kelly

o Franka Diehnelt  
o (Treasurer)

o Need to provide updated our W-9 forms as they have changed  
o \$82k in checking  
o Low as usual for winter

	<ul style="list-style-type: none"> <li>o ? Savings</li> <li>o New Bookkeeper to start once December is resolved</li> <li>o Survey—Having trouble getting fully titled paperwork</li> <li>o Verizon—Checking to see if we can set up VM so calls get forwarded to specific people <ul style="list-style-type: none"> <li>o Bonnie also looking into Google for VM system</li> </ul> </li> <li>o Ballet went over wattage and put us into upper bracket</li> <li>o TYS was audited by county and CalEmploy Agency <ul style="list-style-type: none"> <li>o Need to get back to Karen Cooke as to reason why blank checks were issued</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>o Corresponding Secretary (Terri Moriarty)</li> </ul>	<ul style="list-style-type: none"> <li>o Nothing to report</li> <li>o</li> </ul>
<ul style="list-style-type: none"> <li>o Andy Monn (Recording Secretary)</li> </ul>	<ul style="list-style-type: none"> <li>o Nothing to report.</li> </ul>
<ul style="list-style-type: none"> <li>o 4. Board Discussion/Old Business</li> </ul>	
<ul style="list-style-type: none"> <li>o 8:18-8:45</li> </ul>	<ul style="list-style-type: none"> <li>o 27 Minutes</li> </ul>
<ul style="list-style-type: none"> <li>o</li> </ul>	<ul style="list-style-type: none"> <li>o</li> </ul>
<ol style="list-style-type: none"> <li>1. Weekend cleaning schedule <ol style="list-style-type: none"> <li>a. Current person not cleaning sufficiently-If anymore issues, board will look for new person</li> </ol> </li> <li>2. Kelly/Franka to review updated MOU with Joe first week of February <ol style="list-style-type: none"> <li>a. Add in MOU how long it is effective</li> <li>b. Also add that MOU can be voided with 30 days notice by both parties</li> </ol> </li> <li>3. Franka looking into costs for changing name officially to Topanga Community Center</li> <li>4. Sages Events— <ol style="list-style-type: none"> <li>a. Need to ask Sages to volunteer someone to handle scheduling of Sages Events</li> <li>b. Dayna to put TCC calendar on Sages calendar so there will be no more duplication</li> <li>c. Need to ask Jackie to be point person for updates to Dayna regarding calendar</li> </ol> </li> <li>5. Designated Sages Senior Space <ol style="list-style-type: none"> <li>a. Franka/Kelly and Bonnie to meet with Susan to come to a conclusion over the space</li> <li>b. Franka to design something so Sages can see Boards' vision</li> </ol> </li> <li>6. Portable Lavatories <ol style="list-style-type: none"> <li>a. Updating with foot pedal sink</li> <li>b. Use a parking spot for ballfield porta-potty until after rainy season</li> </ol> </li> </ol>	

o 4. Introduction of New Business

o 8:45-9:56

o 71 Minutes

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7. Volunteer Recruiting Ideas

- a. Create a volunteer exchange with non-profits
  - i. Waive rental fees
  - ii. Self staff parking if trained and secured 3 days ahead of time
  - iii. No security deposit
  - iv. Reduced cleaning fee
- b. In return
  - i. Supply 4 volunteers for minimum of 4 hours each of the following
    - 1. Swap Meet
    - 2. Square Dance
    - 3. TYS Talent Show
    - 4. Topanga Symphony
    - 5. TCC Easter egg hunt
    - 6. TCC sages events
  - ii. Bonnie/Terri to start reaching out to non-profits to see interest

8. Topanga Days

- a. MC
  - i. Billy coming back again this year but Board should look into someone local doing it in the future
- b. Saturday to be more of a global folk day, fun family event
  - i. Nonie to send links of bands to Stevo
- c. Board wants only vendors, no food trucks
- d. Field vendors should be paying more than current \$550
  - i. Also cannot take up more than 10x10
  - ii. Look into Matt from Esperti coffee to participate
- e. Questions for upcoming Topanga Days meetings
  - i. Why does field food vendor pay less
  - ii. Can we move food down and wares up
  - iii. Can we sprinkle in some cooler things in Gypsy row

9. Soccer—Brit West

- a. For every 15 signed up they will offer 1 scholarship
  - i. Scholarships have been approved with additional dollars provided by TCC board
- b. \$200/person of that \$135 goes to Brit West
  - i. Franka needs invoice
  - ii. All people need to pay

10. Google Drive set up by Bonnie

11. Voting Eligibility

- a. Make sure all volunteers sign in so they get tallied for election

12. TEP to split costs and profits of Kids Zone—unless we buy big item

- a. Board should purchase 1 bouncy house and would be able to rent it out in the future

○ 5. Announcements of Upcoming Events, General Membership Announcements	
○	○
○ Discussion &	○
<ol style="list-style-type: none"> <li>1. Topanga Days meeting Feb 17<sup>th</sup></li> <li>2. Disco Night Feb 20</li> <li>3. TYS Show March 12</li> <li>4. March Board meeting moved to March 16<sup>th</sup> after Topanga Days meeting</li> <li>5. Square Dance April 29</li> <li>6. Peaceful Ninjas June 12</li> <li>7. Tony D BBQ June 18</li> </ol>	

○ 9. Adjourn	
○ 9:56 pm	○ Gary Jensen
○ Discussion & Conclusions	○ Gary Jensen motioned to adjourn, second by Terri Moriarty, all in favor
○ All in favor	