

Minutes
TOW COMMUNITY CENTER ASSOCIATION
135 CR 221, Tow, Texas 78672
March 3, 2022

1. Prayer and Pledge of Allegiance lead by Gloria Buchanan
2. Meeting called to order by Gloria Buchanan at 6:32 pm
3. Quorum established; Gloria Buchanan, Debbie Povec, Linda Jackson, Tim Hackney, Paul Norman, David Hooge, Linda Wallen and Donna Davis were in attendance. Tony Milam and was absent. Toni Milam has temporarily step aside as Secretary until such a time as her health allows her to return. Donna Davis will take minutes.
4. Welcome by Gloria Buchanan
5. Citizen Comments - Tammy Pokorny is assisting with communications and spoke about getting her information to place on the BLVLOA marquee, subject to availability. Announced BLVLOA Spring Fling on April 9 with a rain date of April 30.
6. Approval of prior minutes from December 2, 2021 and February 5, 2022.
Motion by Paul Norman and second by Donna Davis. Passed.
7. Discussion and possible action on:
 - a). Mosaic Class by Ann Scott - Ann has volunteered to conduct a mosaic class as a fundraiser for the TCC. Price suggested \$40-\$50. Class size 20. Ann will need help from us on setup and cleanup, advertising, and an assistant for the class. It will be held outside. Several volunteered to provide donated materials.
 - b). Watercolor Class by Destrie Young - Destrie will hold a watercolor class once on the last Thursday of the month from 10:00 - 12:00 am. month and will contribute supplies. There will be no charge for the class at this time. She would like around 10 students and may need an assistant. Motion Donna Davis, 2nd Linda Wallen.
8. Policies and Procedures
 - a). Facility Rental Agreement - Lease with Church of Christ for the building located on the TCC grounds. Gloria prepared a draft of a lease agreement. The Board discussed changes and determined the next step was to meet with a representative(s) from the Church. No action taken.
 - b). Ongoing usage of Facility - Linda Wallen presented an updated draft Rental Agreement. Changes were discussed and motion was made to pass Section 1 (page 1 & 2) of the agreement as amended. Motion Linda Wallen, 2nd Tim Hackney. Passed.

Exception to fees: \$35 charge for rental by the BLVLOA for their

regular meetings. Motion by Linda Jackson, 2nd by Tim Hackney.
Passed.

c). Memorials - although there is no fee required, the person(s) using the facility need to be aware of the facility usage requirements.
Discussion only. No motion required.

9. Committee Reports

- (a). Safety and Maintenance - Nothing additional to report until Tim has an opportunity to view notes from the workshop.
- (b). Treasurer - Linda Jackson presented the Treasurer's report with a balance of \$4906.42 as of February 5, 2022 and \$6585.96 as of March 3, 2022.
- (c). Communications - Linda Wallen gave a report on her progress in heading the Communications effort. She continues to update the website with financial reports, minutes and notice of the volunteer meeting. Linda would like for us to think about doing a quarterly newsletter.
- (d). 501c3/Grants - Paul Norman reported that he is still waiting on the official documents approving the 501c3 so that the Community Center can be listed on Guidestar and he can begin requesting grants.
- (e). Events/Fundraising - Debbie Povec reported on a volunteer meeting to be held Saturday, March 5 at 10:00 am.

An Eagle Scout troop has volunteered to adopt us. We need to define a project they can do.

10. Old Business - Gloria thanked everyone for the hard work on the Valentine's Dinner fundraiser.
11. New Business - Gloria distributed a Strategic Plan Worksheet to be completed for the next meeting. As we identify and prioritize short and long term goals, we need to use something visual (like a thermometer) to keep the public informed and our progress.
- Eagle Scout troop offer.
12. Future Agenda Items - Paul Norman will research definition of "gaming" with our 501c3. There have been requests to play Bunco.

11. Next Meeting Date : April 7,2022

12. Motion to adjourn by Debbie Povec, 2nd Linda Wallen. Passed

Minutes by Donna Davis for Toni Milam



Gloria Buchanan, President
Tow Community Center Association