

FCCA Minutes 11-18-2021 draft

Call to Order 5:30 pm

Present: Michele, Tyrone, Sarah, Julie M. by ZOOM

Julie W., Kathy R., Megan at the Center

Visitor: Rebekah Morey (by ZOOM)

Michele led the meeting; Julie W took notes

1. **Agenda approved**
2. 10-21-2021 **Meeting minutes approved**

Welcome to Rebeckah/introductions

3. **Office Admin Report (Julie M.)**

(Google link)

Earmarked Money transferred to MM

Perrigo grant: \$9,500 applied for \$2,000 received not put against any expenses yet

Annual appeal out 1st week in December- hopefully!

4. **Program Reports (Megan, Kathy)**

(Megan's last day will be 11/24, last food shelf community meal day will be 11/23)

Food Shelf and Meals duties will be covered on an interim basis by Kathy R.,
Kathy O (we hope) and Donna

Thanksgiving plans: 40 bags distributed; 29 additional spoken for; Donations paid for gift card purchase FFP/Website postings; School families will be part of the holiday food distribution.

Holiday Bazaar: December 19th; Will be cancelled due to COVID concerns

Ice rink; Rebekah will take it on! FCCA will pay for supplies. Michele will be Rebekah's contact on the Board

Food Shelf concerns food disappearing from food shelf. Solution; Julie M. will change codes to Food Shelf and Main Office. Megan will give volunteer names to Julie M..

Shortage of volunteers for December.

Community meal updates; Catered meals disappointing. Conversations with EE. Dairy Center will be doing meals this week. Might continue with Dairy Center until the end of December. Michele will follow up after Megan leaves.

2022 calendar on paper and Gantt Chart

Traffic flow for Food Shelf and Community Meals; Either stay in cars or wait in building. Internal decision will be made

5. Treasurer's/Bookkeeper report (Michele/Julie M., Megan, Denise)

2022 Budget- reports will be compiled ASAP and e mailed

Early December planning for budget work

6. Capacity Building update:(Michele)

Strategy Session: Once Claire sends us the next steps, we will discuss them as a board.

Structure ZOOM with Claire (Julies, Kathy, Meg)

11-17 2021 and 11-29-2021

Job description with Claire tabled until January

Claire for more hours? TBD Possibly after the new year

Board recruitment: Rebekah Morey attended Michele will follow up

Bakersfield board member(s): Julie W. will out reach

Sarah contacted Mollie Huff

7. Communications/ Announcements/ Upcoming Events (All)

Capital Campaign readiness Wed. Dec. 8th 12-1- Julie W. -will send out more info

8. Web-site update: Newsletter:

Heading and photo discussion: Include people!

9. BCAC...and other youth programs: (Michele/ Faith)

Hire Faith 15 hours per month , \$20/hour (Dec1-Feb1) approved

Consider Fall 2022 employment at FCCA if funding allows (grant \$\$)

10. Grant updates (Julie/ Julie)

Town Grant Committee plan see Julie W. 's communication

Suggest participating at the Town level for collaborations and for State and Federal grants that require multiple steps and an abundance of information (ie the Building and Services grant, the Pavilion Grant) Julie W. volunteered to be the liaison. Budget discussion on FCCA amount to contribute to follow

Julie M. will send out grant tracking sheet for next meeting if not before

11. Building Maintenance, Repairs and Improvements (Meg, Carol, Michele)

Meg: Greg Marlow for roof work; Greg was supposed to come sometime this week to do the roof repair and assess whether or not he thinks it needs painting. He will send us an estimate for painting the roof if he thinks it needs to be done. I have not yet heard from him regarding this. Also, he has committed to doing the exterior painting in the spring.

Shawn Daudelin has committed to doing the overhang and the exterior trim repairs. He has been given a deposit to cover materials costs and is supposed to start work in the next week or so! \$2,000 paid for materials

Brick/exterior repair plan: Ryea and Sons. May 2022

Meg to send a written report

Thank you policy update (Kathy)

Making progress/draft next month

Room 1 use (Michele)

MRUSD requests use of Room 1 for 2 hours on Wednesdays for 3 year olds. Board approved. Michele will firm up how the room will be used and for how long.

12. **Meeting House**

Fabulous season. FCCA Oleo Romeos \$865

13. **New business:**

Town of Fairfield web site now has calendar of events for municipal activities for the benefit of the community.

Job (s) opening Kathy O'Donnell has been asked if she will serve as an interim. Break down of duties will be shared with Julie M.

Preschool playground tabled

Annual meeting planning: Who is up for re-election? Status of terms? Julie M. will research

How do we add Bakersfield to FCCA's name?/By laws change? Should we review the by-laws? Tabled

14. **Executive Session: needed!**

Board approved hourly pay increase for Julie M. to \$23 effective next payroll- Julie W will communicate

E card and \$50 gift certificate for Megan- Julie W.

15. **Next meeting date:** December 16th 5:30 pm

