**LCP Board Meeting 02-18-2022**

**AGENDA**

**We are scheduled to meet at the Gathering Place at 7:00**

**Establish a Quorum**  Lois

**Minutes from the 2-4-22 meeting** Lois

**LaCrosse Community Pride**

**Board Meeting**

**LCP Apartments common area 7AM**

**February 4, 2022**

Jeff Pietila, President, called the meeting to order at 7:04 AM. Board members present were: Peggy Bryan, Tami Schwartz, Lois Startin, Kelli Broeckel, Alex McGregor, Gary Wargo and Carol Cauley. Proxy Scooter Lyle. Quorum established. Also in attendance: Bethany Siebert, LCP Apt manager and Sarah Kane, LCP Executive Director

**Minutes:** Peggy moved to accept the minutes from the Jan. 21 meeting, seconded by Carol. Motion carried.

Tami moved to pay bills, seconded by Alex, motion carried.

**Executive Director**

Sarah will look into paying for internet and phone with Pioneer Telephone and Inland Cellular thru Dec 31 2022.

Sarah will keep track of volunteer hours for LCP. Board members should contact her with their hours and Detail activity. Sarah will use these hours for all grant applications. Any hours will be included, not just those for the rock House projects.

She spoke with CTI about hairline crack in newly applied acrylic overlay in front of the store. Carol and Tami both agreed, it is only noticeable when cold or wet. CTI offered to send 3 tubes of caulk to apply. This should keep the crack from expanding. She will store it in her office.

TNA will be working on electrical on store exterior back wall. They will pull out EMT conduit away from the building so the rain gutter can be properly installed. Should alleviate the water running down the back of the building. No response yet from Palouse Gutters.

Sarah is working on the annual report for the Main Street Program. One of the goals is to have Sarah lead us to full membership into the Main Street program rather than our affiliate status that we have now.

Sarah will be attending a Colfax chamber of commerce meeting.

### Lauren of RDI (rural development initiatives) will be present at our next meeting. RDI partners with the Main Street program to provide training.

###  Executive director training was yesterday. There is a Main Street board member training set for Feb 24 at Noon, all board members should have received an invite from Jonelle.

**Confidentiality agreement.** –Jeff reminded board members and employees that we do not discuss financial situations

 We simply rent to those businesses and how they run their operations does not concern us.

**Store building:** water in basement is ok per Tami and Carol. 1st bathroom has strong urine odor. New caulking is needed around the base of the toilet. New Flapper needed in the toilet also. add this to the “to do list” Shawn Mills volunteer list.

Hydraulic issue on back door per Tami. Needs a closer installed as it does not shut on its own.

Peggy moved; Alex seconded to improve the door status. Motion carried. Sarah will look for a contractor to do so. Most door installers would also do the work, such as Steve’s glass, etc.…

Security camera discussion. Could be beneficial for hallway, exit, restroom entry and store entry. TNA installed the security cameras system at the apartments. (Per Minutes-=August 2018). Carol mentioned, it could provide protections for board members if the store were to be entered after hours through a door. The store entrance has been left unlocked several times and several board members have keys to access all doors in the store building.

**Discussion:** Where will the maintenance person work? The new employee will have the availability to work on all sites and will be paid $ 20.00 per hour. Should said maintenance person have access into the apartments? Or should LCP hire a licensed bonded contractor for work? Jeff didn’t think LCP could find a licensed bonded contractor to work in the apartments.

**Apartments:**

 TNA-fixed light switch in apt 6. Appliance issues in apt # 4 (oven & frig). Bill Dawley(sp?) was contacted for repair work.

Empire disposal refuses to move dumpster off of Crystal Ave. What is the solution? Bethany and Jeff will contact them again. Lois said empire is treating the apartments as residential instead of as a business. Empire will still pick up garbage in the alleys for businesses. If no alternative, 2 or 3 green dumpsters will be ordered. These dumpsters will be moved on Tuesday mornings to the street by Bethany or Justin for pick up by Empire.

**Andrus Building:** All City Roofing has been here again and installed new flashing on the “repaired” section of roof that has been leaking since last fall.

**Café:** Carol will follow up-a conversation with Beth that she originally initiated.

Should an LCP board member approach Beth offering to assist with a grant application? Senior meals are continuing. Lois felt café clientele is down. (Julie Roberts had said when she was operating, that January was always a slow month for their business in LaCrosse and Dusty and that it why they closed for the month at dusty…

**Bank-** no issues

**Financials:** Carol moved and Peggy seconded to remove Bill Knox as Visa account representative at the BOEW bank and replace with the 2022 treasurer, Lois Startin. Motion carried. Lois will be able to make all changes to the VISA account. She will get a card issued for Sarah and have Bill’s card deleted. Carol also moved and Peggy seconded to update the bank account check signers by removing old officers on the LCP accounts and replace with 2022 officers: Jeff Pietila, Peggy Bryan, Lois Startin and Paige Collins. Bethany Siebert will remain as check signer also.

**Rock House:** Alex and Jeff will be meeting with Moscow-Pullman Building Supply. Scooter will head up the project.

Alex passed out Heritage Capital Grant project list. Appropriations of $9million dollars for all projects. LCP is listed with grant available of $ 127,070.00

Alex would like to meet soon with Bob Krikak Associate Professor of Interior Design at WSU and Kathleen Ryan retired Assistant professor at WSU in School of Design and Construction for interior layout ideas

The board toured the apartment grounds and 1 empty apartment. Many areas are in need of repair.

Adjourned 8:45 AM

Next meeting for LCP will be Feb 18 @ 7 am.

Meeting adjourned,

Respectfully submitted

Lois Startin

**Bills to be paid** LoisApartments

Empire Disposal- $189.88 (2 months)

Visa- Bethany's Card- 195.09 (balance after all credit has been used up)

Gazette- 46.00 (the bill date says 12/31/21 due 1/20/22. it was just delivered in my mail today)

HUD Billing- $68

Visa for Lois Card $2272.44

- $2174.69 (Liberty Mutual for Insurance)

- $97.75 (Harland Clarke for Checks for Ex. Director)

Executive Director

Empire Disposal- 19.45

VISA- Jeff's Card- 398.84

Store Account

TNA 1598.89 ( This bill is from a long time ago. I check with Nancy from TNA, she thought she sent out an invoice for this a long time ago but never did. It was work done by Steve for an Air compressor and 3 fan filers/parts.

We received a paper for Inland Northwest Partners: Request for dues. Membership dues are $150. I wasn't sure which account this comes out of or if this is something we have a membership for. I did check my list of vendors and do not see that we have paid dues here before. I have attached the sheet.

**Director’s Report** Sarah

**Store Building**

**Apartments**

* **HUD Repoeting Issues** Jeff

**Andrus Building**

**Cafe**

**Bank**

**Rock Houses Update**

* Interior projects status Alex and Jeff
* Visitors' Center Update Alex

**Grants**

**Informational Emails** Paige

**Other Topics**

**Next Meeting; FRIDAY MARCH 4TH @ 7:00 A.M.**