LaCrosse Community Partners

Board of Directors meeting 12/15/2023

Present were: Jeff, Kenny, Paige, Jamie, Sarah, Alice, Alex

Jeff called the executive session to order at **7:22 am**

Wages and benefits were discussed. Paige moved, Alex seconded to give ALL employees a 3% raise effective January 1, 2024. Motion passed.

The regular meeting came to order at 7:29 am.

Minutes from 12/03/23 were presented. Paige moved, and Jamie seconded to approve the minutes as written. Motion passed.

**Financial Report (Paige and Sarah):**  Paige moved and Alex seconded, we will add Jamie and Kenny as signers on ALL of the LCP accounts and remove Jeff and Kathleen from being signers on All of the LCP accounts effective after our annual meeting Januray 5, 2024. Motion passed.

* Jamie and Sarah discussed creating another bank account for running payroll. This account would be used solely to pay payroll, payroll taxes, and L&I. It would be reimbursed from the general and apartment accounts. Alex moved and Kenny seconded LCP open an additional checking account for payroll. Motion passed.

**Grants:** Kenny has been looking into grants to renovate the kitchen in the Cafe.

**Store Building:** Sarah found the pipe leading outside of the building from the sump pump is broken. She is working with the city and Startin’s Repair to fix the issue. It sounds like that portion of the sidewalk will have to be removed, the pipe fixed, and compact gravel will go back into the spot. The city will be redoing the street and sidewalk in a few months at which point it will probably be moved again.

* Jody’s freezer went out over the weekend. They lost all the food that was in the freezer. TNA was in to fix it. There was a question if the food was covered by insurance. Sarah will look into it.

**Apartments:** The heat has not been working properly in a few apartments. TNA is coming to service them.

* The heater in the laundry room is still not working properly. TNA is replacing the thermostat. It is an older unit so finding parts is more challenging. We may want to consider replacing it in the future.
* Kenny is working with the city to drain the parking area at the apartments. We may have to pay for a portion of the work.
* Liberty Mutual will no longer insure the apartment buildings. McGregor Risk has been working to find a vendor to cover them. At this moment, Cochrane and Company is their only vendor who will give us a quote. If we choose not to accept the quote, we will have to find our own insurance. Our current plan expires December 31, 2023. Kenny moved and Paige second that we accept the Cochrane and Company insurance quote of $7,864.76 for 2024. Motion passed. Sarah will work on getting the paperwork done. Paige suggested we reach out to Ryan Folk at HUB to see if he can help us with non-profit insurance.

**Andrus Building:** Nothing to report

**Cafe:**  A letter was both hand delivered and sent certified mail to the cafe giving them until February 1, 2024 to get their account current or we cancel their lease.

**Bank:** Nothing to report.

**Rockhouses:** Rhonda Curtis is going to clean when she can. She went through and deep cleaned the units, vacuuming out the heating units and scrubbing under the beds.

**Service Station:** Sarah met with Brian Rich from Richaven Architecture & Preservation Friday, Dec. 8. They spent several hours looking at the service station. He is advising LCP to leave the structure standing and reinforce it by building a frame on the inside. He estimates his bid for the architecture work will be $58,000. He has offered to do it for $29,000 and donate the rest of it as match for future grants. Alex moved and Paige seconded we accept his offer. Motion passed. Alex suggested we contact Jamie Lemon as a reference for contractors.

**Next meeting will be January 5, 2024 at 7am in the Gathering Place. This will be our Annual meeting.**

Jeff concluded the meeting at 8:24 am.

**Action Items:**

**All: Update community service hours**

Alex- Move forward on getting an agreement for the railroad property the bunkhouse sits on

Tami- Crosswalk art

Paige- Help where needed

Jeff- Help where needed

Kenny-Help look for new grants to apply for, continue on EV

Jamie- Work with Leslie for photos for the bunkhouses, bookkeeping

Kelli-Signage for LCP owned buildings

Leslie-photos for bunkhouses with Jamie

Rikki-Help where needed