

SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

Board Members

John Ceballos
Rita Delgado
Phil Garcia
Gabriel Perez
Ermelindo Puente

Executive Director

Christine West

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTH SANTA CLARA VALLEY MEMORIAL DISTRICT

August 21, 2023

Veterans Memorial Building
74 West 6th Street, Gilroy, CA

5pm

CALL TO ORDER

The meeting was called to order at 5:10 pm.

ROLL CALL

Directors Ceballos, Delgado, Perez and Puente were present. Director Garcia was absent but notified the board about his absence ahead of time.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME

There was no public comment.

CONSENT CALENDAR

1. Approve Minutes from the June 2023 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for July and August 2023
3. Approve Financial Statements for July and August 2023
4. Approve the Appropriations Limit (GANN) as calculated pursuant to State guidelines and data provided by the Department of Finance.
5. Approve the Updated Capital Improvement Plan 2023-28 to Guide Future Hall Improvements

Director Puente made a motion to approve the consent calendar. Director Delgado seconded the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Staff Report

The executive director presented the staff report, a copy of which is attached hereto. Director Ceballos requested that staff ask the city about fixing the raised grate at the base of the tree in front of the building because it's a tripping hazard.

2. Future Agenda Items

There were no future agenda items presented.

ADJOURNMENT

There were no future agenda items. Director Ceballos made a motion to adjourn the meeting. Director Puente seconded the motion. The motion passed unanimously and meeting was adjourned at 5:37 pm.

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell
 From: Christine West
 Date: August , 2023
 Subject: Staff Report

July/August Staff Report

BUILDING IMPROVEMENT CAMPAIGN

Fundraising – The District has received \$2,775 in donations since the last meeting, increasing the grand total is **\$200,342** since July 2021. An anonymous donor is tentatively committed another \$100,000 - \$125,000 depending on the final estimate for the kitchen. As a result, the work to begin the kitchen remodel is now underway.

Willie Maquinales	\$100
Fernie Valdez	\$100
Gabe Perez	\$100
Juan Perez	\$1
VFW Bingo Players	\$2,194
Chet & Tina Kirby	\$244
Joe Loquiao - Bar Recycles	\$36
TOTAL	\$2,775.00

Kitchen Remodel – In June, staff estimated that work could optimistically begin in November or December. Unfortunately, that was too optimistic. The architect is currently working with the city, county, and electrical engineers to finalize details on utilities. Permits are taking several months to work through the city and county. So we are aiming to begin bid process in January. Staff will continue to update this each month.

MARKETING

Veterans Day Parade – Planning for the Parade is well underway. The theme is “Our True Heroes.” We promoted it at the August Chamber of Commerce breakfast meeting, thanks to Danny Molina III, who sponsored it for the committee. Promotion has included an email blast to all Chamber members interested in sponsorships and parade entries, posting on the District’s social media, and a post card.

Mural Unveiling – Staff coordinated an official unveiling for the “Home of the Brave” mural. Thank you everyone for attending and participating. It was well received by the public and covered by local media – gmhToday (Fall 2023 issue), Gilroy Life (7/19/23), Dispatch (6/30/23 and 7/28/23) and CMAP. It was also included in the recent Third

Friday Art Walk. Several veterans new to the Hall have stopped in saying they didn't know it was here. The mural has finally given this building its true identity.

The Chamber of Commerce also presented the District with a beautification award at its most recent breakfast as a result of the mural.

Various Fun Facts About Mural

Start Date: June 19; **Finish Date:** July 17; **Official Unveiling:** July 27 **Total**

Labor Hours: ~90 hours

Materials: 10 Gallons of Mural Paint (Royal Blue, Pyrole Red, Titanium White, Daylight Blue, Gold, Black, assorted purples and browns.); 8.5 Gallons Graffiti Resistant Coating; 3 Quarts of Blending Medium; chalk, brushes, tape, etc.

Mural Budget: \$2,000 for materials.

Actual Costs: \$1,899.25 for materials from artist,
\$1,600 for materials and labor for sealant.

Market Value: \$20,000 including artist, materials, lift rental

Applied for \$8,000 grant to cover artist (\$5,000) and materials (\$3,000).

Received \$5,000 grant for artist. VFW Post 6309 also donated \$1,000 and American Legion donated \$300.

ghmToday Articles –

- General Info Article - Staff wrote an article for the Summer issue of the magazine to help people understand the role of the Vets Hall and other agencies. See attached.
- Old Glory Run – gmhToday also published in its Summer issue pictures and an article about the Old Glory run in April.

Social Media - See Dashboard

VETERANS ASSISTANCE

Events

- VSO/VA/CalPhones – Sept. 1 & 15
- Vets and Tech – Aug. 24

MAINTENANCE

Broken Window – The bar window was replaced in June and was tinted in July.

Bike Rack – Jesse has installed new rack in back yard. Bike policy signs are being made and will be installed next week.

Sprinkler Repaired – Tree roots broke a sprinkler line, so the landscaping company recently repaired it and fixed some of the other sprinkler heads.

Water Heater – The electrical board recently went out and it was replaced. It is now working and should last a long time.

Solar Panel – When the panels were washed the contractor noticed a broken panel. It was replaced free of charge. These panels are no longer manufactured, so the company used one it had in the warehouse. The panels will eventually need to be replaced because there are no longer parts to maintain it.

Basic Maintenance – Jesse has fixed kitchen door from sticking, the electrical outlets in the kitchen (one abandoned due to safety issues and one improved), replaced worn out soap dispensers and other small repairs.

ADMINISTRATIVE

COVID Audit – Staff recently completed the state audit for funds received in 2021. There were no significant findings.

County Election Report – Staff had to provide the county with updated board information for upcoming elections. Directors Ceballos, Delgado and Puente will be up for re-election in Fall of 2024.

Workers Compensation Reconciliation Report – SDRMA requires this report and staff completed and submitted early in August.

Next Board Meeting - Next meeting is September 18, 2023.