

# **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 ISTRICT**

**December 20, 2021**  
Veterans Memorial Building  
74 West 6<sup>th</sup> Street, Gilroy, CA  
**5 p.m.**

### **CALL TO ORDER**

Meeting was called to order at 5pm.

### **ROLL CALL**

Directors Ceballos, Garcia, Perez and Puente were present. Director Delgado was absent and excused.

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT TIME**

There was no public comment.

### **CONSENT CALENDAR**

1. Approve Minutes from the Nov. 15, 2021 Regular Meeting
2. Approve Warrant List approving payment of received bills for December 2021
3. Approve Financial Statements for December 2021

Director Perez made a motion to approve the Consent Calendar. Director Puente seconded the motion. The motion potion passed unanimously.

### **REGULAR AGENDA ITEMS**

1. Executive Director Report

The Executive Director presented the staff report, a copy of which is attached hereto.

2. Future Agenda Items

There were no future agenda items.

### **ADJOURNMENT**

Director Perez made a motion to adjourn the meeting. Director Puente seconded the motion. The motion passed unanimously. The meeting was adjourned at 5:23pm.

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell  
 From: Christine West  
 Date: December 20, 2021  
 Subject: Staff Report

## Staff Report

**COVID Update** – The State reinstated the indoor mask mandate on Wednesday, Dec. 15. Staff has notified renters of this updated mandate and will continue to proceed with caution. Staff has posted signs and wearing masks to support the latest recommendation. All staff are vaccinated. No further action is being taken.

**COVID Funding** – Staff attended a COVID funding workshop at the CSDA conference in September, where we learned about funding opportunities. Staff applied for \$54,932 – the difference between all revenue sources for FY2018-19 and FY20-21. Staff was notified today that the District received \$75,142. The District was one of only 3 special districts in the county to receive this funding. Staff is checking to see if there are any restrictions on spending this money or if it's subject to the GANN Limit.

**Fundraising** – In December the District has received \$7,550 in donations.

Bob & Genn de Aragon	\$200
John & Shirley Blaetler	\$4,000
Phil Garcia	\$100
Mercy Goold	\$250
Wayne Winningham	\$100
William Allan Jr.	\$250
David Sturla for Jack Sturla	\$2,500
Monterey Army Recruiters	\$150
Total	\$7,550.00

**CSDA Conference** – The District received a \$625 scholarship for the September CSDA conference and a check was issued. This was deposited back into the operating account.

**Annual Audit** – Kevin Brejnak, CPA, is in the process of conducting the District's annual audit. He spent a full day and is finishing the work off-site. The audit should be completed before the January meeting.

**Lowe's Community Service Project** – The 6 trash cans for the restrooms were delivered and the shelving unit for the liquor room is still on order.

**Mop Sink Project** – The project plans have been sent to the city and county health department for review. The District has paid both the city and the county for plan review. The County finally came back but is requesting some modifications. Staff is working with the architect to make the adjustments. Hopefully the project can go out to bid in January.

**Roof Repair** – The roof leaked after the last large storm. This leak was supposed to be fixed more than a year ago. Fortunately, the veteran-owned company that performed the repair didn't charge us. This time, however, staff contacted local contractor Mike

Marini, the brother of VFW member Terri Marini. He looked at the issue and called in another solar contractor KW Hour Energy. Between the two contractors they were able to identify where it was leaking and came up with a plan. KW Hour Energy not only repaired the leak, but also cleaned the solar panels. While Marini noted that the roof doesn't need replaced, it will likely have future leaks due to the solar panels. Staff will work with both contractors to determine the life of both the roof and solar panels and a plan for replacement.

A leak also appeared in the bar last week. Marini Construction came out once again to check it and found what appears to be a bullet hole. They put a temporary patch on the hole and we will return after the rains/holidays for a more permanent solution.

**Red Cross Blood Drive** – The recent blood drive was canceled half-way through the event due to an issue with flies. With an event the day before the trash cans were filled to the brim and attracted flies. When the doors were propped open to increase air circulation, the flies entered causing a potential health hazard to blood donations. So the event was canceled. This is further proof that the trash cans need to be relocated from the backyard, to possibly the side of the building on Egleberry. Staff will check with the City to see if it would be allowed and how the cans would be secured.

**Trash Can Placement** – The City did not approve the original plan to place the cans on the southwest corner of the building but instead suggested just adding a gate to the backside of the building and placing the cans behind the gate. This will be handled by Jesse and Gabe.

**Flag Pole** – Jesse Sanchez is working with a contractor to fix the flag pole at Christmas Hill Park and will have him also look at the Hall's flag pole to see if locking system can be lowered so a ladder is not required to raise and lower the flag.

**Blood Banks** – Stanford Blood Center hosted a blood drive here on Nov. 23 and had no issues with flies. They considered it a huge success. The next blood bank is this Wednesday, Dec. 22 from noon – 5pm.

**Veterans Day** – Hosted by American Legion Post 217, the recent Veterans Day event at the Hall was a success. It was well attended and enjoyed by the community. Thank you to everyone who helped out.

**Wreaths Across America** – The event was Saturday, Dec.18 and went well. The VFW provided a Color Guard and the event was well attended. The District will be selling medallions for unmarked graves as soon as we receive the shipment. They will be sold for \$30 and the money raised from the sale of medallions will go towards capital improvements.

**“Our Vietnam Veterans” Film** – The Gilroy Exchange Club is sponsoring a screening of the Poppy Jasper Film Festival film on Wednesday, Jan. 12 at 6:30pm at the Neon Exchange. Staff is helping to sell tickets - \$5 for vets and \$10 for civilians.

**Veteran Services** – County VSOs are now scheduled every other Friday, with next one scheduled for Dec. 31. Since this is New Year's Eve, staff is waiting to hear when the next date will be scheduled.

**Hall Scheduling** – Rentals are beginning to pick up but with the new COVID variant, staff expects to see things slow down for a while.

**Marketing** – Staff continues to maintain the Web Site (sscvmd.org) and Facebook (Gilroy Veterans Hall) pages as well as have a presence in Nextdoor.com's Military Veterans of Gilroy). In addition to social media, staff distributed a District newsletter with the VFW monthly newsletter. Thank you to the VFW for allowing this to go out with its newsletter. It was also mailed by itself to the American Legion members with approval of their commander.

**Next Board Meeting** – January 24, 2021