

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

March 18, 2024

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

5 p.m.

CALL TO ORDER- Meeting was called to order at 4:57pm.

ROLL CALL – All board members were present.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME - There was no public comment.

CONSENT CALENDAR

1. Approve Minutes from the February 26, 2024 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for March 2024
3. Approve Financial Statements for March 2024

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

REGULAR AGENDA ITEMS

1. Bar Council to Present Status Report on Finances

Bar Council Chairman Jesse Sanchez presented the current financial status. A copy of which is attached hereto. He explained that this time of year there are more expenses (i.e. insurance, permits, etc.) than usual, thus the reason for less income than expenses. They are currently developing a business plan they hope to present to the Posts soon.

2. VFW Adjutant Steve Ghazi to Present Information on ATM.

VFW Adjutant Steve Ghazi submitted a Notice of Intent to Change Services for the ATM. A copy of which is attached hereto. He will keep the board informed through email and at the next meeting, if a vote of the board is necessary.

3. Executive Director Report

The executive director presented the staff report, a copy of which is attached hereto.

4. Future Agenda Items

Director Perez requested the Bar Council's rental arrangement be put on the agenda.

ADJOURNMENT

Director Perez made a motion to adjourn the meeting. Director Delgado seconded the motion. The meeting was adjourned at 5:26pm.

Gilroy Veterans Bar Financial Status

	June '23	July '23	Aug '23	Sept '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24
Income	\$8,309	\$ 8,180.00	\$ 9,007.00	\$ 7,485.00	\$15,669.00	\$14,130.00	\$16,129.00	\$ 13,420.00	\$10,723.00
Expense	\$10,476.79	\$ 11,193.79	\$ 9,876.75	\$ 6,631.05	\$6,108.13	\$7,587.21	\$ 9,203.43	\$ 11,720.36	\$11,681.56
Gross Profit	(\$2,167.79)	(\$3,013.79)	(\$869.75)	\$ 853.95	\$ 9,560.87	\$ 6,542.79	\$ 6,925.57	\$ 1,699.64	\$ (958.56)
Bank of the West/BMO	\$ 7,024.55	\$ 4,010.76	\$ 3,141.01	\$ 3,994.96	Closed	Closed	Closed	Closed	Closed
Chase	\$ 3,233.83	\$ 2,375.92	\$ 1,574.62	\$ 2,040.22	\$11,602.01	\$17,153.80	\$24,079.37	\$ 25,778.07	\$24,819.51
Total Assets	\$ 10,258.38	\$ 6,386.68	\$ 4,715.63	\$ 6,035.18	\$11,602.01	\$17,153.80	\$24,079.37	\$ 25,778.07	\$24,819.51



VETERANS OF FOREIGN WARS.

Gilroy ● Morgan Hill ● San Martin

To: Board Members of South Santa Clara County Memorial District
From: Steve Ghazi, VFW Post 6309 Adjutant
Date: 18 March 2024
Subject: Notice of Intent to Change Services for Automated Teller Machine at Gilroy Veterans Memorial Building

Members of the Board,

VFW Post 6309 is in the process of developing a proposal, and business plan to change the ATM services from A & P Amusement to, but not limited to VFW Post 6309 or a joint venture of VFW Post 6309 & American Legion Post 217.

The proposed change of services will address:

- 1) ATM machine maintenance with current service provider,
- 2) ATM cash availability with current service provider,
- 3) ATM fees collected do not benefit South Santa Clara County Veteran Non-Profit Organizations.

VFW Post 6309 will provide updates to the Board members of South Santa Clara County Memorial District via electronic correspondence and will re-address the board when proposal is required for a vote.

Any guidance would be greatly appreciated. Thank you.

A handwritten signature in black ink, appearing to read 'Steve Ghazi', is written across the page.

Steve Ghazi | VFW Post 6309 Adjutant

408-612-6305 | GilroysVFWAdjutant@gmail.com

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell

From: Christine West
Date: March 18, 2024
Subject: Staff Report

March Staff Report

FUNDRAISING

Fundraising – The District has received \$365 in donations since the last meeting, increasing the grand total is **\$239,811** since July 2021.

Gabe Perez	\$5
Ted Viola	\$100
VFW Bingo Players	\$260
Total	\$365.00

Plant Sale – Potential fundraiser on April 13 with CalColor but not confirmed yet.

HALL RENTALS

Fiscal Year	Total Rentals for the Year	% Increase Over Last Year	Sales
2013-14	138	0	\$ 4,715
2014-15	192	39%	\$ 33,361
2015-16	217	13%	\$ 42,853
2016-17	214	-1%	\$ 44,962
2017-18	222	4%	\$ 66,151
2018-19	314	41%	\$ 89,586
2019-20	291	-7%	\$ 28,791
2020-21	60	-79%	\$ 8,345
2021-22	218	263%	\$ 55,345
2022-23	326	50%	\$ 55,566
2023-24	344	6%	\$ 49,840

Voting – The Hall will be hosting voting for the November election. Voting will take place Nov. 2-Nov. 5. Arrangements have been made to move meetings (VFW and AA) where there is a conflict.

BUILDING IMPROVEMENTS

Kitchen – At the last meeting, the Board approved a \$400,000 preliminary budget for the kitchen remodel, allowing staff to move forward on the project.

Staff has since received the preliminary estimate **\$348,666** for the kitchen remodel from Jeff Threet, owner of Stone Creek Engineering, Inc. He donated his time and expertise to provide this estimate, saving the District \$2,500. There are a couple of small clarifications being made to the drawings and the final draft will be sent for city and health department permits in the next two weeks. Once the permits are complete then the project will go out to bid. There is still no time frame for the project to start because it's unknown how long the permit process will take.

Staff also scheduled the lead and asbestos testing, which was also approved at the last meeting. It was performed last Thursday and the final report will be available in a couple of weeks.

Roof Leak – Leak in ceiling of office has come back. Marini Construction has been contacted since they did the original repair.

Theft – Staff is seeing theft of small items, including small rake, rug, coffee box, and other items.

Baby Changing Table – Jesse installed it since our last meeting.

General Maintenance – Jesse continues to stay on top of small repairs, clean/prep attic and continues to organize and declutter memorabilia displays.

Vets Bar – Jesse, as Bar Council chair, has had all the stools refinished and repaired and installed a beautiful copper backsplash behind the bottles.

MARKETING

eNewsletter – Staff sent out another eNewsletter last week and will continue to use this format to notify veterans of local veteran activities.

Social Media – Staff heavily promotes events, such as the Benefits Days, and even bingo on the Hall's social media (Facebook and Nextdoor.com)

VETERANS ASSISTANCE

Veterans Benefit Days – First and Third Friday of the month through 2024. The VSOs recently increased the hours again, now finishing at 3:30pm. Sourcewise is now showing up and providing a lot of assistance to our veterans. Last week we had 28 veterans who came in for various services. A lot of them were first time attendees.

Vietnam Vets Day – Staff is planning an event at the Hall to coincide with the national celebration on March 29 from 12 pm to 3pm. Guest speaker will be VFW member Jesse Rizzo. The Gary Sinise Foundation will pick up the tab for lunch.

Vets Resource Fair – The fair has changed to June 1 from 9am to 1pm. The Gary Sinise Foundation has offered to provide box lunches for this event. There are 19 vendors who have RSVP'd to participate thus far.

Senior Center Resource Fair – The City is hosting a resource fair for seniors. Staff will have a table at this event on May 17. While it will coincide with a Benefit Day, it's an opportunity to send senior veterans to the Hall.

Hometown Hero Banners – As part of the Veterans Day Parade Committee, the City approved the permit for the banners to be posted for the month of May. There will be a total of 32 banners.

Vets Pantry – Gilroy Rotary is planning a food drive for the Vets Pantry and have requested a list of preferred items, which staff has provided. Date of drive is still to be determined.

ADMINISTRATIVE

Form 700 – All board members, staff and consultants have completed filing their forms. The District is 100%.

Government Compensation Report – This is a state report detailing what the Board and staff are paid. This has been completed well before the deadline of April 30.

Next Board Meeting - Next meeting is April 15.