

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

Aug. 15, 2022

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

5 p.m.

CALL TO ORDER – The meeting was called to order at 5pm.

ROLL CALL – Directors Ceballos, Delgado, Garcia, Perez and Puente were present.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME - There was no public comment.

CONSENT CALENDAR

1. Approve Minutes from the July 18, 2022 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for August 2022
3. Approve Financial Statements for August 2022
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 2022-27 to Guide Future Hall Improvements
6. Adopt the Conflict of Interest Code with no changes from previous COI.
7. Approve Canceling the Next Board Meeting on September 19 due to a scheduling conflict.

Director Perez made a motion to approve all items on the consent calendar. Director Delgado seconded the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Commendation for Muralist Sheryl Cathers for Her Work on the Gilroy Veterans Hall. - Board President Ceballos read the commendation and presented flowers to muralist Sheryl Cathers for her work at the Hall. All the board members expressed appreciation for the work she's done.
2. Executive Director Report -The executive director presented the staff report, a copy of which is attached hereto.
3. 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 adjourned at 5:34pm.

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell
 From: Christine West
 Date: August 15, 2022
 Subject: Staff Report

Staff Report

BUILDING IMPROVEMENT CAMPAIGN

Fundraising – The District has received donations totaling \$1,344 since the last meeting and with the COVID relief money we now have \$100,765 in Reserve for the kitchen remodel.

GI Forum (Joe Garza)	\$744
Joe Loquiao	\$100
Joe Perez	\$100
Chet Kirby	\$100
Al Alciati	\$100
Raul Torrez	\$100
Jesse Sanchez	\$100
Total	\$1,344.00

Ruck Race – Plans continue. City permit has been submitted, and the park has been reserved. However, due to a scheduling conflict the date for the event is currently in question. The City will let us know if it can be Nov. 12 or 19 by the end of the month. Sponsorships solicitation has begun and about \$1,000 has already come in.

Gilroy Leadership – As previously mentioned, Gilroy Leadership has selected the Gilroy Vets Hall as their project this year. They will be hosting a brunch fundraiser currently scheduled for Oct. 1. All money raised for this event will go toward the kitchen remodel.

Caldwell Banker – As an off-shoot of the Gilroy Leadership project, Caldwell Banker is hosting their annual fundraising event, with the Gilroy Vets Hall as the beneficiary, on Sept. 28, 2022

MARKETING

Veterans Day Parade – Staff has taken over the lead on this event and will use it to promote the Vets Hall. Sponsorships solicitation have begun and signatures will begin later this week. The web site will also be updated to include parade entry registration in the next week.

Veterans Art Month – Staff has partnered with Emily McEwan-Upright, who owns the art studio next door and the one on Monterey, for a veteran artist exhibit during the month of November. More info to come.

Social Media - 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). Events such as VSO/VA days, meetings, etc. will also start to be

publicized through the local media (Dispatch, the Patch, Today and Life) now that the building is more fully open.

MAINTENANCE

Mop Sink – The project is complete and in use.

Flag Pole – Leadership Gilroy is currently working with the city and a structural engineer to lay the necessary ground work for the new flag pole.

Kitchen Remodel – Staff has digitized the current architectural drawings for the kitchen and the remodel options done more than 10 years ago. The next step is to schedule a meeting with those who use it most and get feedback for the architect to draw new plans.

Murals – Sheryl Cathers has completed the bathroom mural and will begin working on the sign for the bar.

Solar – Three of the inverters have gone down. Still trying to get SunRun to follow up on repairs. Staff finally got a call back before vacation and had to put off a technician visit. Still trying to schedule that..

Vets Pantry – Food seems to be moving through faster and Michael Scalmanini is doing a good job of managing it.

Community Garden/Public Parking – Construction has started. The projected completion is January or February.

GENERAL

VSO/VA – The VSO had to cancel the next visit on Aug. 19 and will instead be here Aug. 26 and Sept. 2 – two weeks in a row. Staff is working with Danny Molina for a Vets Resource Fair on Saturday, Oct. 8

Readjustment Counseling – Michael Scalmanini worked with the Vet Center to hold the first peer-to-peer counseling, aka Vet Briefing on Aug. 11. It went well for the first one with 4 vets in attendance. The next one is Aug. 25 and is open to all vets.

Financial Audit – It's time for the next audit. CPA Kevin Brejnak has provided an engagement letter and the list of needed documents. Staff will begin preparing for the audit.

Hall Scheduling – Bookings remain steady, but we are losing some rentals to new facilities in the area. The Hall remains busy with long term rentals, such as Sportsman Chef, the Church, Stanford Blood Center, Garlic City Men's Group. Hopefully, rentals will increase as we climb out of the pandemic.

Staff Vacation – Christine will be out of town Sept. 16-18 and Jesse will be out Sept. 15-18. Accommodations for events and other activities will be made.

Next Board Meeting – September 19, 2022