

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

December 19, 2022
Veterans Memorial Building
74 West 6th Street, Gilroy, CA
5 p.m.

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

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

CONSENT CALENDAR

1. Approve Minutes from the November 21, 2022 Regular Meeting
 2. Approve Warrant List Approving Payment of Received Bills for December 2022
 3. Approve Financial Statements for November and December 2022
- The executive director noted that since the bank statements hadn't been received before the last meeting, so the completed financials for November and December are on this agenda. Director Puente made a motion to approve the consent calendar. Director Perez seconded the motion. The motion passed unanimously.

REGULAR AGENDA ITEMS

1. Review and Approve the 2021-22 Financial Audit
Director Garcia made a motion to approve the minutes, but encouraged board members to bring back any questions to the next meeting after they've had more time to review it. Director Puente seconded the motion. The motion passed unanimously.
2. Executive Director Report
The executive director presented the staff report, a copy of which is attached hereto.
 - Director Ceballos asked about the Hometown Heroes banners. Christine updated the board about the project, which is lead by Nissan's Brian Verdin. Negotiations with the city and the Gilroy Downtown Business Association to move this project forward. Staff will keep the board updated.
 - Christine informed the board about a new staff member to work events. The board asked that he be officially introduced at the next meeting.
 - Christine informed the board that the VSOs will be cutting the hours and number of representatives that come on a regular basis. The board suggested we need to do all that we can, including letters of support, meeting with officials, etc., to keep VSOs coming to meet the needs of local veterans.

3. Future Agenda Items – There were no future agenda items.

ADJOURNMENT

Director Delgado made a motion to adjourn the meeting. Director Puente seconded the motion. The motion passed unanimously. The meeting adjourned at 5:36pm.

To: Phil Garcia, Gabe Perez, Ermelindo Puente, John Ceballos, Rita Delgado, Kirsten Powell
 From: Christine West
 Date: December 19, 2022
 Subject: Staff Report

Staff Report

BUILDING IMPROVEMENT CAMPAIGN

Fundraising – The District has received donations totaling \$690 since the last meeting we now have \$182,172 in Reserve for the kitchen remodel.

Gloria Adame – In honor of Bob Diaz	\$100
Diana Sanchez Bentz – In honor of Bob Diaz	\$100
Steve McWilliams	\$100
VFW	\$250
Mark Baliton	\$100
Larry Lozano	\$40
TOTAL	\$690.00

Kitchen Planning – Nothing new to report at this time.

MARKETING

Flags – During the Month of November, staff put flags on the Veterans Memorial Highway signs located on First & Monterey and First & Santa Teresa. This is another way to bring attention to all the activities going on during the month.

Social Media - Staff continues to maintain the Web Site (sscvm.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

Home Depot Grant – The Veterans Hall has been approved for another Home Depot grant. This will include a new set of doors for the Hall entrance, materials for the walls on the East and South sides of the building and labor and materials for scraping and painting of planter boxes and BBQ pit. Work was originally scheduled for Dec. 9, but due to the weather work will be rescheduled.

Roof Leaks – With the recent rains, staff discovered two new leaks – one in the office and one in the attic. Marini Construction made the necessary repairs and inspected the roof and caulked where other potential leaks could be. The roof and solar panels will need to be the next major capital improvement after the kitchen is remodeled.

Ice Machine – A hose on the ice machine sprung a leak. Staff contacted the maintenance contractor to make the necessary repair. It was repaired within a day and there was no down time.

GENERAL

New Staff – Christine has hired Johnny Bueno to help staff events. He starts in January. Johnny is an experienced security guard and has his guard card. He will be a welcome addition to the staff.

VSO/VA – The County has scheduled the VSOs the first and third Fridays in January, February and March. The VA is also planning to be here on those dates.

Hall Scheduling – The Hall is already booked every Saturday through February 18. This is better than pre-pandemic bookings.

Staff Scheduling – Christine will probably work from home on Dec. 20 and off Dec. 20 and again Dec. 25-Jan. 1.

Next Board Meeting – January 23, 2023

