

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 18, 2023
Veterans Memorial Building
74 West 6th Street, Gilroy, CA
5 p.m.

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

ROLL CALL – All board members were present.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT TIME

There was no public comment.

SPECIAL ITEM

Andres Aceves was introduction as a new employee for events staffing.

CONSENT CALENDAR

1. Approve Minutes from the October 16, 2023 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for Nov. and Dec. 2023
3. Approve Financial Statements for November and December 2023
4. Authorize the Executive Director to Renew Professional Services Agreement with James Gargiulo of Spectrum Business Services for Accounting Services

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

REGULAR AGENDA ITEMS

1. Approve the Purchase of a Historical Plaque for \$100 and the Placement on the Building by the Gilroy Historical Society
Dave Matuszak and Maureen Hunter of the Gilroy Historical Society were in attendance to describe the marker program. Director Ceballos made a motion to approve the purchase and the installation of a historical plaque on the Gilroy Veterans Memorial Building. Director Puente seconded the motion. The motion passed unanimously.

2. Approve the Non-Collection of Rent for an Additional Three Months, Per Resolution 26, for the Gilroy Veterans Club Due to Hardship. Bar Council Chairman Jesse Sanchez and member Danny Molina explained the current status of the Vets Bar. Director Perez commented that the Tenant Committee reviewed the information provided by the Bar Council and recommended an additional three months of non-collection. Director Garcia made a motion to approve the non-collection for three additional months. Director Delgado seconded the motion. The motion passed unanimously.

3. Review and Approve the 2022-23 Financial Audit
Staff reviewed the annual financial audit with the board. Director Ceballos made a motion to approve the audit. Director Puente seconded the motion. The motion passed unanimously.

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

5. Future Agenda Items
Director Ceballos and Puente both requested that staff look into installing changing tables in the restrooms.

ADJOURNMENT

Director Ceballos made a motion to adjourn the meeting. Director Puente seconded the motion. The motion passed unanimously.

December Staff Report

BUILDING IMPROVEMENT CAMPAIGN

Fundraising – The District has received \$25,879 in donations since the last meeting, increasing the grand total is **\$226,855** 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.

Anonymous	\$ 20,000
Robert Van Tassel	\$ 20
Tom Goold	\$ 10
Long-Grunbaum Trust	\$ 500
Tina Bundros	\$ 200
Elks Lodge	\$ 3,000
Gilroy Exchange Club	\$ 520
Janet Krulee	\$ 20
Bingo Players (7 days)	\$ 1,409
Dustin & Brandy Barnes	\$ 200
	\$25,879.00

Kitchen Remodel – 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 after the first of the year. Staff will continue to update this each month.

MARKETING

Food Truck Fly Over

La Ofrenda Festival '23

Veterans Day Parade

VETERANS ASSISTANCE

Events

- Veterans Benefit Days – First and Third Friday of the month through 2024. Times change to 8:30 am to 2 pm Includes VSO, VA Mobile Medical Team CalPhones and Sourcewise. Will schedule a Veterans Resource Fair early 2024.

ADMINISTRATIVE

Financial Transaction Report – Completed for the state.

Insurance Survey – Completed for SDRMA

Public Records Request for employee records.

Board of Supervisors Award – Awarded for efforts for Veterans Day Parade.

Next Board Meeting - Next meeting is January 15.