

# **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**

**October 16, 2023**  
Veterans Memorial Building  
74 West 6<sup>th</sup> Street, Gilroy, CA  
**5 p.m.**

### **CALL TO ORDER**

The meeting was called to order at 5:02 pm

### **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 September 18, 2023 Regular Meeting
2. Approve Warrant List Approving Payment of Received Bills for October 2023
3. Approve Financial Statements for October 2023
4. Approve Resolution 27 for the Disposal of Surplus Property
5. Cancel November Meeting

Director Delgado made a motion to approve Consent Items 1-3 and 5. Director Ceballos seconded the motion. The motion passed unanimously. Then after an explanation of Consent Item 4, Director Ceballos made a motion to approve. Director Puente seconded the motion. The motion 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  
Director Ceballos asked that an update regarding the Bar Council be placed on the next agenda.

### **ADJOURNMENT**

Director Puente made a motion to adjourn the meeting. Director Delgado seconded the motion. The motion passed unanimously. The meeting adjourned at 5:34 pm.

# October Staff Report

## BUILDING IMPROVEMENT CAMPAIGN

**Fundraising** – The District has received \$531 in donations since the last meeting, increasing the grand total is **\$201,161** 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.

VFW Bingo Players	\$460
Richard Guerrero	\$60
Tommy Yamano	\$11
<b>TOTAL</b>	<b>\$531</b>

**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

**Veterans Day Parade** – Planning for the Parade is well underway. The theme is “Our True Heroes.” We are in the thick of finalizing details.

**La Ofrenda Festival '23** – The District is an official sponsor of this event, which is the inaugural Dia de la Muertos Festival and Wellness Fair. Our sponsorship includes one altar for of Gilroy’s KIAs, which is position at the Gilroy Arts Center and will be moved to the festival on Oct 28.

**Food Truck Fly Over** – The San Martin Airport has invited the Gilroy Veterans Hall to participate in the annual Food Truck Fly Over on Saturday, Oct. 21. Staff will be on hand with information about the hall and services for veterans.

## VETERANS ASSISTANCE

### Events

- VSO/VA/CalPhones – Oct. 20
- Vets and Tech – Oct. 19

## ADMINISTRATIVE

**Bar Council Status** – Bar is now operating in now in the black, barely. This is due to support from the posts and an increase in events. The Council will also raise drink prices starting Nov. 1.

**Annual Financial Audit** – Onsite audit will took place Oct. 18. Final report to be presented at the December meeting.

**SDRMA President’s Special Acknowledgement** – Recognized for no paid claims during the prior five consecutive program years in the Property and Liability program.

**SDRMA WC Audit** – Following the audit we were refunded \$1,154.73, which was deposited into the operating account.

**Scouts** – Trevor Stratton is offering to make computer cases for his Eagle Scout project.

**Next Board Meeting** - Next meeting is December 18.