

# OLESS Meeting Agenda

(Old Lyle Elementary School Supporters)

January 8, 2019 @ 4:00PM

**Introductions:** No guests

**Review and approve of December 17 meeting minutes:** Approval will be via email when Kelly sends out the minutes.

**Reschedule dates for February and March Meetings:** February meeting will be February 12, 2019 and March meeting will be March 12, 2019.

**Treasurer's Report:** Don to give year end December report. WA allocation grant. **Also:** 1099 forms for Marsha, Robert and Katrina- Send to Kelly

**Budget Adjustment for 2019: Go over amount in each line and reset amounts.** Review of FMLA paperwork due to changes. Copy available for employees if desired.

**Audit of 2018 financial statements:** Sherri to find and report on in February and decide who will do the audit. Projected budget for 2019 will be emailed out by Don.

## **Facilities manager Report:**

Bulbs changed in cat rescue- 21 bulbs and 4 fixtures need to be changed.

To do:

Timer should be placed for outside faucet.

Replace the hose with PVC pipe.

Electricity in ceiling?

Replace electrical box by the BBQ with outlet with USB port- to hopefully reduce vandalism.

Using solar panel to replace 3 outlets –can we do this with the grant?

Placement of bench onto the south-east portion of building- so people have somewhere to sit

Vs. sitting on the ground.

## **Activity Center Manager: Marsha**

January 11-movie club rental

Office space has new renter-Mindy and Evan Wilkins

Facebook: changing of the profile picture

Group decided no more email blasts to the community but to post meeting dates to facebook only.

**Open items for discussion:**

**Operating without a president:**

Julie to facilitate as president for February.

Discussion role of president: creating an agenda.

**Clean Supply Room:** Group agreed to meet at 2pm on February 12<sup>th</sup>. Will schedule a full day of clean up in March at the February meeting.

**Solar Curtains: Samples, cost:** Don provided samples and cost. **Stevesblinds.com.** Don to order shades for room.

**Banner: Lyle Activity Center banner:** Robert to install.

**Boiler room roof leak update:** Flashing has been fixed-No charge. Need to check after next rain.

**Advertise glass on website:** Cardinal glass- we will take best offer.

**Lock on water:** Robert discussed putting a timer on water. Robert will take place a lock on the boiler room

**Misc:**

State Grant Money: Kelly working on future grants

Vern to order cabinets: approved at December meeting.

Adrian donating furniture for front area.

Will get a quote to pain the hallway with paint that has already been purchased.

Julie: Thank you for the Santa Night.

Received a Thank You from the Klickitat Trail Run.

Problem identified as heat being left on in rooms. Will need to post reminders.