

OLESS Meeting Minutes

(Old Lyle Elementary School Supporters)

February 7, 2017 at 4:00 PM

Mission: Working together to preserve and maintain the Old Lyle Elementary School building and park as an activity center and green space to improve the quality of life for the Lyle community.

1. **Introductions for Guests – sign in and record volunteer hours and donations**
2. **Attendees:**
 - Danny Smith
 - Vern Harpole
 - Kelly Johnson
 - Cindy Blumel
 - Marc Harvey
 - Norm White
2. **Review and approval of December 20 & January 3 minutes attached**
3. **Lyle School Updates (Andy)**
 - Andy Kelly not in attendance
 - Levy Passed!
4. **Treasurer's report (Barbara)**
 - Review December 2016 treasurer's report attached
 - January report
 - Establish and approve 2017 budget
 - MOU updates¹
 - OLESS PO Box 321 2nd key²
 - Treasurer not in attendance but budget submitted to board for review
 - \$1,600 from Klickitat trail run
 - **Question for Barbera:** Should \$200 be \$400 for Room Rental in Income Description for January 2017?
 - Total Income in 2017 anticipated to be \$10,000. This also anticipates a negative budget
 - Go over details when Barbera is in attendance.
6. **State Grant Status**
 - Communication to contractors³
 - Review quotes and determine next project- to date 25.2% grant money has been spent
 - window replacement – quote status (Van Hicks-Dan & Norm – Vern)
 - gutter over entry – status (Marcia)⁴
 - Vern moves to have Norm put up snow breaks
 - Kelly second, motion passed
 - Norm quote: \$400+ tax for labor
 - Mahar “donated” snow breaks so they just need to be installed
 - Heat tape above entry might help melt snow and relieve need for snow guards
 - Bid for heat tape - \$2,400
 - Gutters to be installed
 - east roof – quote status (Dan) ⁵
 - bathroom refurb status & approved spending amount (Vern)

8. Klickitat Trail Run (Vern)

9. Events & Rentals – anything coming up?

- Lease rent increase agreement was signed by cat rental

10. Status of action items from last & previous meetings meeting if not updated above

- Quote Update from Norm White:
 - \$9,570 for Milguard on East facing windows - vinyl
 - What color to choose? Color suggested – Bronze or Brown
 - Will look like old windows
 - Current windows do not open
 - Year ago roof: \$17,000 for supplies, \$15,000 for labor
- Still waiting on window bid from Van Hicks
 - Norm's bid is now public record but will not be posted
 - Next time a deadline will be made clear to all bidders
 - Van Hicks is bidding on all windows. Norm White only bid on west facing.
 - Norm offered to bid west facing windows
- Bid may need to be broken into East facing (~\$10K) and West facing (~\$30K) windows due to priority. Priority is west facing windows.
- How do we get money for windows up front so contractors don't have to come up with the money?
- Cindy Blumel moves: Norm to bid east and west windows in order to compare "apples to apples."
 - Vern second
 - Motion passed
- Every third bottom window is to open.
- March 6th 2017 bid due date
- Project manager or requirement document in order to list exactly what is needed so bidding is fair may be necessary for the east facing roof?

11. Anything not already covered above & open forum

- Who will be responsible for interfacing with the state regarding contracts, bidding and invoices?
- Danny & Vern will be responsible for receiving bids from contractors but did not plan to interface with state.
- Define place for bid storage – paper vs virtual? Currently, they are located in the file folder in the north end of building.
- PO Box 321
- Kelly to be backup to Barbara for picking up mail.
- Norm White: What color do we want the entry way? Do we want to stay with Oren's design?
 - Cindy – no grey should stay the same color
 - Vern motion to paint it the same color and pay for can of paint
 - Danny second
 - Motion passes

12. East Roof:

- Scope of bid needs to be determined in additional meeting
- Contractors will need an asbestos removal permit
- Vern to generate first draft and send out for feedback. Once complete a date for bids will be determined
- Marc: Should we contact state for requirements to aid in generation of requirements for bid?
- Danny: Replace rotten rafter, add insulation, ask them for any red flags we may not see ourselves. Dry rot may be an issue.

13. Vern thinks the board entertain remodeling bathrooms

- Cindy moves we get a bid to have the doors placed on the stalls in the bathrooms
 - Danny second
 - Motion passed
 - Vern will generate document for bid

14. Klickitat Trail Run:

- \$3-4K to break even
- Vern – Money losing fund raiser
- Donations are only real “profit.”
- Bad time of the year
- Runners don’t patronize local businesses so it’s not really worth it
- Vern suggests we do not participate in the future
- To be discussed in next meeting

15. What is the future of the organization?

- Don McDermont willing to help start community council. Gave a check for donation and was never cashed.
- Should it be turned over to a community council?
- Do we start doing events?
- Maybe Activity Center will give community council a reason to exist?

16. What can be done to winterize building?

17. Vern moves to have Warren put the valves on the remaining two toilets with a budget up to \$300.

- Cindy second
- Motion passes

Next General Meeting Scheduled:

Monday March 7, 2017 at 4:00 PM at Lyle Activity Center
