

MINUTES
VALPARAISO COMMUNITY CENTER BOARD
REGULAR MEETING
2 JANUARY 2023, VALPARAISO COMMUNITY CENTER, 5:30 P.M.

The Community Center Board met 2 January 2023 in regular session in the Valparaiso Community Center. Chair Palmer called the meeting to order at 5:30 p.m..

The following in attendance:

Chair	Patrick Palmer
Vice-Chair	Jack Gill
Events Coordinator	Laura Palmer
Marketing Director	Amanda Hicks
Secretary	Trish Rowe

Others in attendance: Nikki O'Malley, Kelly Irwin

APPROVAL OF MINUTES

No minutes to approve.

NON-AGENDA ITEMS

1. Kelly Irwin provided information about Mark Norris being an advisor to the Valparaiso Community Center. Jack Gill advised that we do not have any advisors on the Board.
2. Discussion about accessing our Valparaiso emails; we should contact the City to find out how to set up our emails.

ACTION ITEMS

1. Standing Events Committee: Jack Gill made a motion that we have a Standing Events Committee, possibly Laura Palmer and Nikki O'Malley; Laura Palmer seconded, all in favor, motion passed.
2. Review of Board Member Duties
Chair & Vice-Chair: Jack Gill, Vice Chair, would like to assume the duties as facilities manager for the building, and Patrick Palmer, Chair, would like to strike Vice-Chair serves as volunteer coordinator. Patrick Palmer moved to adjust duties, Amanda Hicks seconded, all in favor, motion passed.

Trish Rowe. Secretary, brought up her duty of tracking expenditures and income, and requested that she receive all necessary information, and each month get a report from Tammy Johnson, City Clerk, of the Center expenses/income.

3. Prior Building Issues and Funding Source (s) for Repair and Improvement
We need an inspection for plumbing and electrical so we know where we are and what we need. Currently we have enough funds to do Phase I and Phase II of the building repair/improvement to be determined by the inspection. Everybody should look at the lists of what is needed and what we want, and create an entire four- or five-year plan to be presented at our next meeting. Patrick Palmer

made a motion to form a committee for the operational plan for the facility, Jack Gill seconded, motion passed.

Meeting adjourned at 7:10pm. Next meeting February 6, 2023.

Respectfully submitted by Trish Rowe, Secretary, BOD, Valp Community Center