

KURE BEACH COMMUNITY CENTER MINUTES  
JANUARY 8, 2008

The January 2008 meeting was called to order at approximately 10:10 a.m. by Frances Regan. After a short prayer for guidance, the minutes from the December 4, 2007 meeting were corrected. Frances caught the error with reference to the price of cleaning the community center. The contract with Tru-Clean is \$150/month and will be extended thru 2008. The price of \$600 was for the cleaning and stripping of the floors in the kitchen and small meeting room. Pat will correct this and issue new minutes for December, 2007.

Jeannie Gordon was not able to attend this meeting but her husband delivered copies of the Income and Expenses Detail for the Fiscal year July 1, 2007 – June 30, 2008 (Through December, 2007). Our rentals are becoming more active and bringing more rentals to our hall. We are very pleased with the way the hall is looking and being taken care of – and obviously many other people are noticing it also. So, let's all keep our eyes open for things to be fixed, maintained, cleaned, etc.

We are pleased to welcome Mr. Jim Vatr to our Committee. Jim is a member of the Town Council and has volunteered to be our representative to the Town Council. Welcome JIM!!!

### **OLD BUSINESS**

**NEW RENTAL RATES:** We questioned whether the Town Council has approved our request to raise the rental rates for the Center. Jim will check on this for us.

**POLICIES and PROCEDURES:** We discussed at a past meeting about putting the “Policies and Procedures” for the Community Center on the computer. Pat Slachetka has retyped those Policies and Procedures, correcting or making changes as she typed. Those were given to Pat Fortier sometime during the summer and Pat was going to run them by the Town Lawyer. Pat Slachetka will check with Pat Fortier for an update on exactly what is happening with that.

### **UPDATES:**

*Message Board:* All seems to be going well. Frances mentioned that there were some problems with the lettering being changed – and we understand that the KB Police will be keeping a closer eye for anyone tampering with the messages. Perhaps once the board is “electrified” for night lighting, the problem may take care of itself.

*Driveway Barrier:* Frances spoke with Sonny Beeker and we will probably have a solution by our next meeting date.

*DANCES:* Jerry Smith reported that she had gathered information on a lot of dances coming up and has prepared a sheet listing dances – not only at the KBCC, but also at the Katie B. Hines Senior Center, St. Patrick's Day Dance at St. Mary's Catholic Church, and Tony & Diane dances which are scheduled at The Elks Club. Jerry did a great job gathering all this information.

### **NEW BUSINESS:**

#### **REPORT FROM CATERING COMMITTEE FOR AWARDS DINNER:**

Both Jerry Smith and Pat Slachetka reported they had collected menus from several catering facilities BUT, felt that the caterer for this year's event had to be special in order to draw a crowd. Jerry was working closely with the owner of Bon Appetit Caterers and has come up with what looks like a very nice menu at a good price. The Committee members will meet within the next two weeks and decide on the final caterer and menu.

### **TICKET PRICES:**

The price for tickets this year will have to depend on the amount the caterer will charge. This also will be a decision the committee will discuss.

| Income and Expenses - Detail             |                       |                                                  |        |                   |                          |          |                   |
|------------------------------------------|-----------------------|--------------------------------------------------|--------|-------------------|--------------------------|----------|-------------------|
| Kure Beach Community Center              |                       |                                                  |        |                   |                          |          |                   |
| Fiscal year July 1, 2007 - June 30, 2008 |                       |                                                  |        |                   |                          |          |                   |
| Through December, 2007                   |                       |                                                  |        |                   |                          |          |                   |
| Item                                     | Total Budgeted Amount | Date                                             | Amount | Monthly Sub-total | Year-to-date by Category | Receipt? | Percent Collected |
| <b>EXPENSES</b>                          |                       |                                                  |        |                   |                          |          |                   |
| <b>1. Maintenance (code 15)</b>          |                       |                                                  |        |                   |                          |          |                   |
| Cleaning Service                         |                       | 7/11/07                                          | 150.00 | 150.00            |                          |          |                   |
| New sink                                 |                       | 9/11/2007                                        | 160.00 |                   |                          |          |                   |
| Spout                                    |                       | 9/11/2007                                        | 270.00 |                   |                          |          |                   |
| Technician for sink                      |                       | 9/11/2007                                        | 170.00 |                   |                          |          |                   |
| Cleaning Service, Sept                   |                       | 9/25/07                                          | 150.00 | 750.00            |                          |          |                   |
| Cleaning Service, Oct                    |                       | 10/12/07                                         | 150.00 | 150.00            |                          |          |                   |
| Cleaning Service, Nov                    |                       | 11/14/07                                         | 150.00 | 150.00            |                          |          |                   |
| Cleaning Service, Dec                    |                       | 12/13/07                                         | 150.00 |                   |                          |          |                   |
| Strip/wax floors                         |                       | 12/13/07                                         | 750.00 | 900.00            |                          |          |                   |
| Total Maintenance Expense                | \$ 3,010.00           |                                                  |        |                   | \$ 2,100.00              |          | 69.77%            |
| <b>2. Supplies (code 33)</b>             |                       |                                                  |        |                   |                          |          |                   |
| Appt book-FR                             |                       | 8/15/07                                          | 7.46   | 7.46              |                          | y        |                   |
| Water hose-FR                            |                       | 10/2/07                                          | 8.75   |                   |                          | y        |                   |
| Drip pans-JG                             | pd petty cash         | 10/15/07                                         | 18.06  |                   |                          | y        |                   |
| Dish pan, sponge, foil, etc              | pd petty cash         | 10/9/07                                          | 7.51   | 34.32             |                          | y        |                   |
| Total Supplies Expense                   | \$ 300.00             |                                                  |        |                   | \$ 41.78                 |          | 13.93%            |
| <b>3. Operations (code 57)</b>           |                       |                                                  |        |                   |                          |          |                   |
| Paper towels, tissue, trash bags-FR      |                       | 7/26/07                                          | 250.30 | 250.30            |                          | y        |                   |
| BBQ supplies-FR                          |                       | 8/17/07                                          | 3.11   |                   |                          |          |                   |
| BBQ expenses-FR                          |                       | 8/17/07                                          | 139.87 |                   |                          | y        |                   |
| Membership fee, SAMS                     |                       | 8/17/07                                          | 40.00  |                   |                          |          |                   |
| Bowmans                                  |                       | 8/17/07                                          | 521.20 |                   |                          | y        |                   |
| Square dance caller                      |                       | 8/23/07                                          | 100.00 |                   |                          |          |                   |
| BBQ photos-PS                            | pd petty cash         | 8/30/07                                          | 9.35   | 813.53            |                          | y        |                   |
| BBQ expenses-PS                          | pd petty cash         | 9/4/07                                           | 32.04  |                   |                          | y        |                   |
| Ink cartridge-PS                         | pd petty cash         | 9/4/07                                           | 18.97  |                   |                          | y        |                   |
| Open/close-FP                            | pd petty cash         | 9/1/07                                           | 40.00  |                   |                          | y        |                   |
| Dance, music                             |                       | 9/11/07                                          | 200.00 | 291.01            |                          |          |                   |
| Dance, music                             |                       | 10/18/07                                         | 200.00 |                   |                          |          |                   |
| Square dance caller                      |                       | 10/18/07                                         | 100.00 | 300.00            |                          |          |                   |
| Open/close-BP                            | pd petty cash         | 11/12/07                                         | 5.00   |                   |                          | y        |                   |
| Open/close-FP                            | pd petty cash         | 11/15/07                                         | 65.00  | 70.00             |                          | y        |                   |
| Total Operations Expense                 | \$ 3,000.00           |                                                  |        |                   | \$ 1,724.84              |          | 57.49%            |
| <b>TOTAL EXPENSES</b>                    | <b>\$ 6,310.00</b>    |                                                  |        |                   | <b>\$ 3,866.62</b>       |          | <b>61.28%</b>     |
| <b>Budget Projection Cautionary</b>      |                       |                                                  |        |                   |                          |          |                   |
| Maintenance-current                      | 2,100.00              |                                                  |        |                   |                          |          |                   |
| Maintenance-projected cleaning service   | 900.00                |                                                  |        |                   |                          |          |                   |
| Maintenance used or dedicated            | \$ 3,000.00           | no remaining discretionary funds for maintenance |        |                   |                          |          |                   |

| Income and Expenses - Detail             |                       |          |          |                   |                          |          |                   |
|------------------------------------------|-----------------------|----------|----------|-------------------|--------------------------|----------|-------------------|
| Kure Beach Community Center              |                       |          |          |                   |                          |          |                   |
| Fiscal year July 1, 2007 - June 30, 2008 |                       |          |          |                   |                          |          |                   |
| Through December, 2007                   |                       |          |          |                   |                          |          |                   |
| Item                                     | Total Budgeted Amount | Date     | Amount   | Monthly Sub-total | Year-to-date by Category | Receipt? | Percent Collected |
| <b>INCOME</b>                            |                       |          |          |                   |                          |          |                   |
| <b>1. Rental Fees</b>                    |                       |          |          |                   |                          |          |                   |
| <i>Individuals</i>                       |                       |          |          |                   |                          |          |                   |
| Gideon                                   |                       | 8/23/07  | 50.00    |                   |                          |          |                   |
| B. Penland                               |                       | 8/23/07  | 100.00   | 150.00            |                          |          |                   |
| E. Kokkele                               |                       | 9/10/07  | 100.00   |                   |                          |          |                   |
| V. Home                                  |                       | 9/20/07  | 100.00   | 200.00            |                          |          |                   |
| L. Bowman                                |                       | 10/2/07  | 10.00    |                   |                          |          |                   |
| B. Byers                                 |                       | 10/9/07  | 100.00   |                   |                          |          |                   |
| Additional rental??                      |                       | 10/9/07  | 25.00    |                   |                          |          |                   |
| J. Capell                                |                       | 10/9/07  | 40.00    |                   |                          |          |                   |
| M. Donald                                |                       | 10/16/07 | 225.00   |                   |                          |          |                   |
| Pat Smith                                |                       | 10/22/07 | 40.00    |                   |                          |          |                   |
| Refund Sec Dept, Byers                   |                       | 10/23/07 | (100.00) |                   |                          |          |                   |
| S. Cox                                   |                       | 10/23/07 | 60.00    | 400.00            |                          |          |                   |
| Refund Fee for 5/16/08, Barbara          |                       | 11/26/07 | (100.00) | (100.00)          |                          |          |                   |
| L. Denne                                 |                       | 12/3/07  | 150.00   |                   |                          |          |                   |
| R. Clark                                 |                       | 12/4/07  | 150.00   |                   |                          |          |                   |
| L. Hawikin                               |                       | 12/11/07 | 375.00   | 675.00            |                          |          |                   |
| <i>Classes</i>                           |                       |          |          |                   |                          |          |                   |
| Aikido                                   |                       | 7/2/07   | 600.00   | 600.00            |                          |          |                   |
| Aikido                                   |                       | 10/1/07  | 600.00   | 600.00            |                          |          |                   |
| <i>Home Owner Associations</i>           |                       |          |          |                   |                          |          |                   |
| Riggings HOA                             |                       | 8/14/07  | 40.00    | 40.00             |                          |          |                   |
| Seawatch                                 |                       | 9/24/07  | 40.00    | 40.00             |                          |          |                   |
| Riggings HOA                             |                       | 10/29/07 | 40.00    | 40.00             |                          |          |                   |
| Total Rental Income                      | \$ 3,500.00           |          |          |                   | \$ 2,645.00              |          | 75.57%            |
| <b>2. Fund Raisers</b>                   |                       |          |          |                   |                          |          |                   |
| BBQ                                      |                       | 8/21/07  | 1,720.50 | 1,720.50          |                          | y        |                   |
| Total Fundraiser Income                  | \$ 1,500.00           |          |          |                   | \$ 1,720.50              |          | 114.70%           |
| <b>3. Activities</b>                     |                       |          |          |                   |                          |          |                   |
| <i>Aerobics</i>                          |                       |          |          |                   |                          |          |                   |
| by J. Gordon                             |                       | 10/2/07  | 13.00    |                   |                          | y        |                   |
| by unknown                               |                       | 10/2/07  | 35.00    |                   |                          |          |                   |
| by Nancy H.                              |                       | 10/9/07  | 13.00    |                   |                          | y        |                   |
| by Nancy H.                              |                       | 10/16/07 | 10.00    |                   |                          | y        |                   |
| by unknown                               |                       | 10/23/07 | 11.00    | 82.00             |                          | y        |                   |
| by Nancy H.                              |                       | 11/6/07  | 7.00     |                   |                          | y        |                   |
| by unknown                               |                       | 11/14/07 | 11.00    |                   |                          | y        |                   |
| by unknown                               |                       | 11/27/07 | 11.00    | 29.00             |                          |          |                   |
| by unknown                               |                       | 12/4/07  | 10.00    |                   |                          | y        |                   |
| by unknown                               |                       | 12/18/07 | 7.00     | 17.00             |                          | y        |                   |
| <i>CC Dances &amp; Events</i>            |                       |          |          |                   |                          |          |                   |
| Square Dance, J. Smith                   |                       | 8/27/07  | 100.00   | 100.00            |                          |          |                   |
| Dance, J. Smith                          |                       | 10/16/07 | 128.00   |                   |                          | y        |                   |
| Square Dance, J. Smith                   |                       | 10/22/07 | 85.00    | 213.00            |                          | y        |                   |
| <i>Line Dancing</i>                      |                       |          |          |                   |                          |          |                   |
| by R. Griffin                            |                       | 7/10/07  | 43.00    |                   |                          | y        |                   |
| by R. Griffin                            |                       | 7/24/07  | 25.00    | 68.00             |                          | y        |                   |
| by R. Griffin                            |                       | 8/16/07  | 37.00    | 37.00             |                          | y        |                   |
| by Jerri S.                              |                       | 9/27/07  | 35.00    | 35.00             |                          | y        |                   |
| by unknown                               |                       | 10/18/07 | 19.00    |                   |                          | y        |                   |
| by Jerri S.                              |                       | 10/16/07 | 38.00    | 57.00             |                          | y        |                   |
| by R. Griffin                            |                       | 11/6/07  | 32.00    |                   |                          | y        |                   |
| by R. Griffin                            |                       | 11/20/07 | 46.00    | 78.00             |                          | y        |                   |
| by Jerri S.                              |                       | 12/6/07  | 15.00    |                   |                          | y        |                   |
| by R. Griffin                            |                       | 12/17/07 | 23.00    |                   |                          | y        |                   |
| by Jerri S.                              |                       | 12/20/07 | 12.00    | 50.00             |                          | y        |                   |
| Total Activity Income                    | \$ 1,630.00           |          |          |                   | \$ 766.00                |          | 46.99%            |
| <b>TOTAL INCOME</b>                      | <b>\$ 6,630.00</b>    |          |          |                   | <b>\$ 5,131.50</b>       |          | <b>77.40%</b>     |