**Canton Community Center Board Meeting Agenda**

210 N 7th Street, Canton MO 63435

February 26th , 2018 7:00pm

**MEETING (at Oak Hill Inn & Suites)**

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| --- | --- | --- | --- | --- | --- |
| Name | Title | Present | Name | Title | Present |
| Jeremy Tryon | Pres | x | Michael Hartman | Board | x |
| Crystal Nelson | V-Pres | x | Julie Spurgeon | Board | x |
| Katie Farr | Secretary | x | OPEN | Board |  |
| Lindsey Dover | Treasurer | x | Delani Dover | JR Guest | x |
| Betty Hudnut | Board | x |  | Guest |  |
| Kirby Clark | Board | x |  | Guest |  |
| Melissa Pierce | Board | x | Tom Pollet | Committee |  |

1. Meeting called to order at 7:05 pm
2. Roll Call
3. Review of Minutes – Kirby motioned to approve the minutes, Mike Seconded, approved.
4. Treasurer Report – Checking - $1,756.83, Grant - $1, Investors - $2847.13, Donations - $4878.88
5. Update on Remodel
   1. Change Orders to be recorded for minutes
   2. Payments to be recorded for minutes
   3. Health Department application – Health Dept official, Dan, came to review our plans/project. We cannot use a residential dishwasher because it does not get to the proper temperatures to sanitize. We will modify the layout to allow for a commercial dishwasher to be input at a later date if money allows. Jeremy is in the process of completing the Health Department Application.
   4. Kohl Wholesale - $475.15 for paper towel holders, TP holders, soap, etc. Lindsey motioned to approve this bill, Mike seconded, approved. Holders/fixtures are free – just have to create a contract for ordering the products.
6. Update on Trivia Night
   1. Gross - $1460
   2. Net - $1420 - $40 Ad in the newspaper
   3. Feedback – Teams would like to bring their own alcohol. They are okay with bringing their own food. Make a few modifications in regards to mulligans/double rounds. OVERALL SUCCESS!
7. March and April Fundraisers
   1. March – Lush and Brush – will talk with various vendors to see who can host the fundraiser – will wait to determine a date/price
   2. April-Lasagna Dinner – Friday April 27th – Prepare for 200 – 16 pans of lasagna
   3. May- Table a May fundraiser
   4. June 9th - Glow Run
   5. July – Family Feud?
   6. Discount cards – Will talk with local businesses to see if that will go over okay
8. First Baptist Church – made $200 for babysitting Sunday
9. Board Member Opening – Emily Gillette
10. Farmers Market Location and start date need to start advertising – Location at the community center. Time 8-12 pm, First and Third Saturdays starting June 2 through the end of September, restricting to food products only???
11. Membership Drive
12. Business Incubator Drive
13. Committees – Instructor – Katie and Lindsey

Business Incubator – Kirby and Mike

Rental - Julie and Betty

Membership – Melissa and Crystal

1. Any Other Business appropriate at this time
2. Home Depot Grant – fencing, asphalt, sealer
3. Soft Opening date: Tabled
4. Grand Opening date: Tabled
5. Board Adjournment - Katie motions to adjourn, Mike seconds, approved. Meeting adjourned at 8:55 pm.

**We meet every 4th Monday of the month at 7 pm and/or special meetings within 48 hour notice.**

**NEXT REGULAR MEETING 3/26/2018 @ 7:00 P.M. @ Oak Hill Inn & Suites**

**REMODEL UPDATE:**

* Payments:

1. Bank of Monticello for loan: $264.50
2. Monte Stock:
   1. Bill, $5250.00
   2. Total Payment $5200.00
3. Farr Construction:
   1. Bill, $8795.31,
   2. Total Payment $7915.78 (10% retained till project is 50% complete)
4. Total Payments
   1. this period (Board meeting to board meeting) $13430.28,
   2. Our Portion: $4608.28
   3. Total repayment, $1.00
   4. Life of Grant Process: $13430.28
   5. Our Portion: $4608.28
   6. Total Repayment: $1.00

* Change Orders:

1. Change in demolition labor, waste handling, and electrician labor.
   1. This change order was to remove the ceiling instead of patching which caused more labor and waste. But allowed a lower electrician labor due to no attic work
      1. Demolition labor add $640
      2. Waste handling add $645
      3. Electrician labor remove #645
      4. Total Change Order Number 1 is an ADDITION of $640
      5. Total Remodel: $67104.96
2. Change in the floor trenching
   1. This change was due to once walls were opened up there was a nearer water and sewer source located changing the path of the floor trenching. No cost changes.
      1. Total Change Order Number 2 is $0
      2. Total Remodel: $67104.96
3. Change in lighting schedule
   1. This change was due to a change in the type of lights in the ceiling which lowered the bid, but added a change in electric panel upgrade deemed necessary by electrician
      1. Lighting deduct $2000
      2. Panel upgrade add $1500
      3. Total Change Order Number 3 is DEDUCTION of $500
      4. Total Remodel: $66604.96
4. Change in HVAC
   1. This change was discovered and deemed necessary by Campens Heating and Cooling, this was discovered when the ceiling was taken down most of the vent tubing was damaged due to age. In addition a second return was needed in the front room.
      1. HVAC repairs add $1150
      2. Total Change Order Number 4 is ADDITION of $1150
      3. Total Remodel: $67754.96
5. Change in Interior Doors
   1. This change is to reuse the existing interior doors to cut cost and to allow solid core doors instead of hollow core that were spec.
      1. Re use doors deduct $2793
      2. Total change Order Number 5 is DEDUCTION of $2793
      3. Total Remodel: $64961.96
6. Change in Flooring
   1. This change is to switch the flooring to a VCT tile. Which is more durable and long lasting.
      1. Flooring Change Deduct $3401.20
      2. Total Change Order Number 6 is DEDUCTION of $3401.20
      3. Total Remodel: $61560.76
7. Change in Kitchen Cabinets
   1. This change is to reuse the existing cabinets, this allows to cut costs.
      1. Use existing cabinets $-650
      2. Total Change Oder Number 7 is DEDUCTION of $650
      3. Total Remodel: 60910.76
8. Change in Items
   1. This change allows the center to use the donated items we have obtained so far. Which is the removal of the following.
      1. Reuse Blinds: DEDUCTION $120
      2. Room Labeling Donation: DEDUCTION $245
      3. Paper Towel holders; DEDUCTION $194.40
      4. Soap Dispensers: DEDUCTION $48
      5. Toilet Paper Holders: DEDUCTION $49.88
      6. Kitchen Sink: DEDUCTION $400
      7. Total Change Order Number 8 is DEDUCTION of $1057.28
      8. Total Remodel: $59853.48
9. Change in electrical
   1. Adding 2 dedicated GFCI circuits on the exterior and adding and changing exterior lighting
      1. Adding circuits: ADDITION $962
      2. Cheaper Lights: DEDUCTION $160
      3. Total Change Order Number 9 is ADDITION of $802
      4. Total Remodel: $60655.48
10. Change in insulation
    1. When Dropping the ceiling blow in insulation came down as well, this was to replace the insulation
       1. Insulation $1508
       2. Total Change Order Number 10 is ADDITION of $1508
       3. Total Remodel: $62163.48