

JOSLYN ADULT RECREATION CENTER EXECUTIVE BOARD MEETING

Thursday, August 1, 2025 @ 9:30 a.m. – Conference Room at Joslyn Center

PRESENT: David Stiles (President); Boyd Hogan (First VP); Jeff LaChance (Second VP); Bruce Nii (Treasurer); Shelly Henderson (Secretary); Mark Kantor (Past President and Newsletter Committee)

GUESTS: Dianne Anderson (Newsletter Committee); Byron Foster (Nominee for incoming President); Annie Jones (Nominee for incoming First VP)

1. **Called to order** at 9:35 a.m. by David Stiles, President.
2. **MINUTES** from June 12, 2025 Executive Board Meeting – Jeff LaChance moved for approval and Boyd Hogan seconded; approved by members present.

3. REPORTS

NEWSLETTER COMMITTEE—presented by Dianne Anderson and Mark Kantor

At our last General Board Meeting dated July 10, 2025, Dianne Anderson and Mark Kantor offered to investigate putting together a proposal for improving/streamlining the monthly newsletter. They gave the process a great deal of thought and elicited a great discussion at today's meeting. Some of their main talking points are outlined below:

- ▶ Clarify the purpose of the newsletter
- ▶ Determine frequency of the newsletter
- ▶ Set clearer parameters for club submissions (length, number of images, method of submission)
- ▶ Encourage clubs to create their own external web page that could be linked to the JC newsletter
- ▶ Collection, creation, review, and distribution process for newsletter

Dianne had a new appreciation for the newsletter process and did not feel that we needed to pay for Mail Chimp or Constant Contact. One of the challenges of the newsletter is that it can look different on every platform, but the JC website gives a consistent, formatted newsletter.

Dianne recommended that we may provide a general, informational blurb at the beginning of the newsletter and then include a link to the JC website for a well formatted newsletter.

David will provide proposed guidelines at our next General Board Meeting on September 11 so that club presidents can give their input.

FACILITIES AND MAINTENANCE REPORT – presented by Jeff LaChance

- 1) The stripping and refinishing of the wood floor will begin on Monday, August 4, and take the entire week. Jeff will go in on Sunday, August 3, to make sure everything is out of the Main Hall. He will also cover the speakers to protect them from particles/dust created from sanding the wood floor. No one is to be on site.

Then on August 11-15, the carpet will be removed and new laminate flooring installed. Members may use the Conference Room, and Stephanie will be using the kitchen.

- 2) On Monday, July 28, we had a water filtration leak that landed 1" of water on the floor in front of the sink and throughout the kitchen. Jeff was able to purchase a shop vac to help clean up the mess. A new system will be installed, and Jeff will order and replace the filters. He will need to repair the cupboard floor due to the water damage.

- 2) Jeff has been busy weeding on the side and behind the building and sprayed the poison oak. He also cleaned out the planter on the north end of the property, and the Lawn Bowl's sign can be seen now.
 - 3) The benches in the lawn bowls area need repair, and Jeff will put those on his "to do" list.
 - 4) Judy Butler is a happy camper now that Jeff installed a hose rack for her.
 - 5) Jeff organized the storage room.
 - 6) Next month Jeff will clean the gutters and down spouts.
 - 7) The County Public Works Dept. came out on July 31 to check on the grease trap since Clay's cannot repair the problem due to limited access. Unfortunately, they do not seem to sense any urgency in repairing it.
4. **TREASURER'S REPORT** – presented by Bruce Nii
We have a negative variance of \$12,500 due primarily to three factors: 1) Timing of payment for signage and flags; 2) Payment for flooring project; 3) Unexpected plumbing expenses.
 5. **BOARD OFFICER SUCCESSION** David introduced Byron Foster and Annie Jones as nominees for president and first VP, respectively. We were happy to have them join us.
 6. **NEW BUSINESS** – 1) Lion's Club made a \$1,000 donation to the JC 2) We decided to hold our Annual Board Meeting on Saturday, November 8 at 9:30 a.m.
 7. **Executive Board Meeting adjourned** at 10:30. Next Executive Board Meeting will be on October 9 at 9:30 a.m. in the Conference Room.

Submitted by Shelly Henderson, JARC Secretary 8-1-25