

### **Board Summary/Actions**

Provide update on movement towards permit application

Request for Board member project champion

Recommend to add Jim Goettler to the Community Center Committee

## **Community Center Committee Meeting**

May 16, 2016 – Town Office

Attendees: Andy Strickland, Lynda Gingerich, Anna Scott, Thom Lanfear, Jon Silvermoon

Via Go To: Jim Goettler (with Artis), Kirk Schultz, Sandra Bauer, Crystalyn Autuchovich, Charlie Ruff, Paxton Hoag

Not in attendance: Thomas Brandt

Facilitator: Thom

Scribe: Lynda

Meeting convened at 6:15pm

### **Agenda Items for May 16, 2016**

1. Approval of April 2016 Minutes
2. Committee Housekeeping
  - i. Membership Update
  - ii. Meeting scheduling
3. Public Education Materials – Anna
4. Survey Update - Tom
5. Archeology Cost
6. budget and revenue sources
7. Board direction

### **Committee Business**

*Do we have a quorum?* Yes, we have a quorum.

### **Approval of April 2016 Minutes**

*Andy – I move to approve the Community Center meeting minutes. Anna seconded.*

**Motion passed** (Charlie, Kirk, Sandra abstained)

### **Membership Update**

Jim was put on new business for recommendation to the CCC so he will be voted on by the Board in the next meeting.

### **Meeting scheduling**

Should we hold the June meeting, the 3<sup>rd</sup> Monday of June, (20<sup>th</sup>)?

Thom – In the past this has not been well attended. It's very close to fair. We have held in on site in the past.

Lynda, Crystalyn, Charlie et al. – It will be very difficult to attend and with the focus on the event it serves little purpose other than social. That's assuming that people can even get to the site on June 20<sup>th</sup>, which is a big assumption.

Anna, Kirk et al – We have a Board meeting on site on the 26<sup>th</sup>. That might be a good time to give a tour to people before the meeting and explain where the proposed site is to anyone who's interested.

Sandra and Jim could get a tour more casually at a time that suits them.

Lynda to post on Facebook sites telling about the tour. Andy to make a sign for display at QM.

Andy will be point person for the tour with Anna assist.

### **Public Education - Anna**

Anna provided new version of the Public Education material that included the updates made based on previous feedback. Discussion around some additional changes. Discussion around where to distribute and when. Would like to have it available for pre-fair. Could place in bulletin boards for crews with them. Post them on the kiosk. By yurt near the elders shower across from Alice's.

Want to have these posted in June before the BOD meeting on the 26<sup>th</sup>. Andy will post around the site.

Jon to take a draft to the Coordinators meeting and let them know we'll be posting the final version.

### **Survey Update**

Thom – They are wrapping up the surveying. They are finishing up the last pieces and we should have the final survey map soon. I soon as I get anything I'll distribute it to the committee.

Discussion around the survey stakes and if we could staple a message on them explaining the purpose for them.

Thom – I'll talk to the surveyor and ask if there are critical stakes that need to stay or if there are temporary stakes that are working points. Should be done within 2 weeks.

### **Archeology Cost**

SHPO – State Historic Preservation Office

Jon – Archeology committee had a meeting on Saturday and I took them to the CC location as well as parking locations. We discussed the situation, what we know already, where other things have been found. We talked about the area being a high probability area. We ruled out ground penetrating radar as not feasible. The crew determined the best means would be a series of test holes. For that area, it would be 200 - 250 holes for a 10,000 sf area. The crew is planning on putting in 4 or 5 pre-fair. As soon as you find something, then you need to decide what to do. We might not need to put in 250 if we find enough prior to determine the course of action. The cost for this type of survey would be \$20,000-\$40,000 contracted out. The pros and cons of doing the test areas pre-fair are if nothing is found, we don't want that to be taken as there is nothing there. But if something is found in those five we know something is there and can proceed accordingly.

What is the intent if something is found? Everyone agreed that this could potentially add \$500,000 to the cost of the project if something of significance is found in that location and we want to put the building in that location.

Thom – The sooner we find out the better, especially with dealing with the county. If something is there do we still want to use that site?

Jon – It's better to look for it now than finding it after construction. Do we want to use some of the money earmarked for the CC to do an RFP for the 200 holes. Archeology would like to have a joint meeting with the Community Center Committee.

Kirk – I appreciate the report. However, in my experience in the past we've spent money doing these things that have garnered nothing. My opinion would be to determine exactly what the SHPO process is and go from there. Do they even have jurisdiction over the site? Also, the 200 holes over 10,000 sf, we

don't know where the building is going to be yet exactly. How do we guide them to where to do the holes? I want to start from where SHPO requires of us.

Charlie – I agree with Kirk. Tom has been in process with SHPO and has a good understanding of what that process is. We should get him to chime in before we decide what path to follow. There are different strategies for how to tackle this.

Jon – At this point, we don't need to get anything from SHPO. SHPO doesn't need to have anything to do with that property. However, if something is found, that's when SHPO comes into play. We could proceed with no advance looking, start construction and during building find something. At that point, construction would need to stop, SHPO would be consulted and we would have to go through the process of determining what's there and if it's deemed to meet the significant criteria based on being on the historic register, what are we going to do about it. We could proceed with doing nothing. The committee's recommendation is that it is wiser to look before starting a construction project. If something is there, it will be cheaper to deal with it on the front end then after construction occurs. It's a high probability area that something will be found within that 10,000 SF.

*Anna – I would like to move that the CCC opens up one of its dates in the fall to have a joint meeting with archeology. Andy seconded.*

Jim – This demonstrates to me the need for a project manager to move this forward in a linear fashion.

Kirk – I would vote no on the motion, not because I'm against meeting with archeology but because I want more information from SHPO first. We are not on any historic register. We may value archeology but it's not part of a state requirement. As a Board member watching our dollars, I want more reasoning behind this before spending 50,000 digging holes.

Jon – Any property owner in Oregon has obligation under the law if they find something. We have a memorandum with the state that is an agreement for how we will manage archeology. We do not have anything on the national register.

Anna – The intention of this motion is to keep our open door policy to meet with other crews. Just that.

Thom – I'm in favor with meeting with the archeology committee. We can sort out a fall date later.

Andy, Charlie, et al. – We have to be open to meeting with other committees. It doesn't mean that we're going to follow the recommendation. We should gather all the information we can.

### **Motion Passed 7-1 (Kirk opposed)**

#### **Board direction**

Anna – I'd like a report back from Kirk about how our committee report was for May.

Kirk – I missed the Board meeting but Jon read the notes.

Jon – I read the notes and no one from the Board volunteered to be the project champion or expressed any interest.

#### **Budget and revenue sources (follow up from email threads)**

Sandra – I have an assumption that the CCC is not planning on the CC as being a regional use building but that it would be fair centric in use. Is that true?

Thom, Lynda, Charlie – It is true. It will mostly be used by fair affiliated groups but will probably be opportunities to partner with groups in the area. Fair centric but not fair exclusive. Tapping into foundation funds is still very viable.

Sandra – What is the preliminary report to the Board on fundraising that is included in the public education material?

Anna – There was a work session with the Board

Sandra – I'd like to see the materials for that. It's my understanding that

Thom – It was mostly process oriented and was not around how much we could raise.

Charlie – Sept. 2013 work session on the .net site has some info but does not include the notes from that meeting. We have a fundraising platform that we have been quietly putting into place. We have not started the capital funds fundraising. We don't have notes from that meeting but materials were distributed and I'm sure I could find them.

Additional discussion around what foundations and what money they could potentially provide.

Sandra – There's an assumption that the CC will not be built with fair funds.

Charlie – Primarily the building will not be built with proceeds from the event. The one caveat is money already designated by the board from past events as seed money for this project. I believe it is 400,000. The assumption has always been that the majority of the funds would be obtained through a capital campaign including individual donors, as well as foundations and grants.

Sandra – Why wouldn't it be built with fair ticket sales?

Charlie – Proceeds from the event would be used for ongoing operations and maintenance and has already been provided through the seed money. It depends on how you look at it. The folks that are using the CC will be the ones that we ask to contribute, but it will be voluntary.

Discussion around cost and why it is difficult to determine what the building will cost. The size is not finalized, although we have working numbers. Until we start the design process, we won't know the cost because we don't know what we are building.

### **Project Manager for CC (follow up from email threads)**

Jim – It seems like we're going off in tangents. When can we put a motion to the board to bring on a project manager with real numbers? We need to do this in order to move this project forward.

Kirk, Thom et al. – We have been making progress with the survey and other preparations for the SUP, but it would be jumping ahead to hire a project manager now.

Sandra – I think we should be figuring out what our fundraising potential is. It's prudent and good process to do that earlier rather than later.

Charlie – There are consultants that do this.

Meeting adjourned 8:30pm

### **Action Items**

**Andy** – Post public education materials around site

**Jon** – Take a draft of public education materials to coordinators meeting

**Charlie** – Find the materials presented at the fundraising work session and send out to the committee

August meeting will be August 15, at 6:00pm at the town office

### **Draft Agenda Items for August, 2016**

1. Approval of May 2016 Minutes
2. Public Education Materials – Anna
3. Survey Update