

MINUTES

OCF FIXED ASSETS COMMITTEE

Monday, March 11, 2024 Via Zoom

MEETING CONVENED @ 6:04 PM

Present

Committee members: Sandra Bauer & Kevin Levy (facilitator), Teresa Vaughn, AJ Jackson

Excused Absence: George Braddock

Absent: Craig Smith

Staff: Kirsten Bolton, Alexis Maddox

Other Attendees: Ann Rogers, Paxton Hoag

Agenda review

Announcements from Committee members

Minutes from Previous Meetings

Review/Approval of minutes

Liaisons and Staff Status Reports

MANUFACTURED HOME CONSTRUCTION: Kirsten

BUDGET CAPITAL PROJECTS: Kirsten

EAB TASK FORCE - Kirsten

MOBILE KITCHEN: Sandra and Kevin

HOMEWORK

MEETING EVALUATION

NEXT MEETING

- Need to change to NOT approve minutes from the January meeting but agenda other than that approved

Announcements from Committee members

- Ruby Bauske has resigned due to health issues after many years of service.

Minutes from Previous Meetings

- Teresa moves to approve, Sandra seconds Approved unanimously

Liaisons and Staff Status Reports

BOD: Teresa, Kevin

Capital Improvements Budget approved the request for the \$150k plus an additional \$20k

STAFF REPORT: Kirsten

- **Compost Slab:** Concrete trucks are scheduled for this week (which may mean it may happen next week). But we are on the schedule and it will happen soon. Definitely before the event. (Concrete trucks have been slowed down due to weather)
- **Budget Committee passed the CapX projects** we are moving on those. (Buying the right truck will be done carefully, so we've been working on choosing the right ones. Construction mats will be purchased so we can do more work in boggy weather. This is a priority.)

- **Dug's Green** update: (Painting happening next week (bathroom), Norma is moving to Dug's Green, Radios will be moved, West Wing plumbed for electricity and internet, Shower pulled out, we will rebuild shower next year (after Fair), Flooring is getting done, Need to still replace back door (again, next year), oven (having a hard time finding the right one). These may not happen this year. Staff will move to Dug's Green in mid May. Had been used for storage mostly. But it has been transformed into our OPERATIONAL HUB. FRONT DOOR But we stage ice, motor pool, Entertainment and other operations.

MANUFACTURED HOME CONSTRUCTION: Kirsten

- Kirsten's reviewed the reason for the additional \$20k request that was approved recently by Capital Projects. We needed to add to the \$151k received in the insurance settlement to make sure we can cover the house (\$127k), and the foundation (\$33k) and the utility prep (\$10k). We also spent \$7k to restore the power pole that was burnt down, \$4k went to the What Barn.
- **Timelines:** Goal is to install the house AFTER Fair. She would sign the contract in May/June and see the installation in August/September. We have done some tree work to prepare site. The foundation would be done BEFORE Fair. FOUNDATION: We looked at two different bids from the same company. The lower bid (\$24,608) wouldn't really last for the long haul. We prefer the second bid which will last for the long haul (\$33,628).
- **SPECS BRIEFLY OF FLEETWOOD HOMES (PALM HARBOR):** Overall, we didn't choose upgrades to keep the costs as low as possible. We stuck with the standard options to stay within budget. Flooring in barn pine, drama marble countertops. Five star energy rating! 50 gallon electric water heater. Dishwashing (stainless steel). We will have to install our own heater and air conditioning. As we discussed it is an open living room into an open kitchen. (We can't have them remove the wall between the living room and one of the bedrooms, but we could do it later). It is approx. 1200 sq ft (which was similar to the house that burned down)
- **Discussion Overview.** Archeology will be involved.

EAB TASK FORCE - Kirsten

Kirsten has put together a task force of 16 people from all over the organization, including fixed assets. Natural resources, forestry management and our crews.

First meeting has happened, just really working on getting to know each other and setting norms.

Goal is to have a strategic plan by September, Kirsten is asking for a Board work session in November or December to discuss and approve a strategic plan.

Very early in the process. Skill level of this task force is high.

BUDGET CAPITAL PROJECTS: Kirsten

Water Crews got \$30,000 for a CapX project. The budget committee approved a strategic plan starting with storage capacity, then going quadrant by quadrant over the years. The ultimate goal will be more water independence for the Fair and to work with laying in electrical and internet capacity at the same time. This year we WILL be able to increase our storage capacity with two 5,000 poly tanks will be plumbed into the systems. In years 2 to 5 (hopefully) we will look at rebuilding the quadrants where we will be also looking at laying in electrical and internet capacity. So we don't want to rebuild the water system until we can do ALL of these underground items.

MOBILE KITCHEN: Sandra and Kevin

- **Kirsten** met with Kitchen crews recently. Just an introductory meeting for this idea of Mobile Kitchen units. Kirsten made sure to note that this a LONG TERM conversation, where **they will be involved**, about maintaining the current main camp kitchen while letting go of the Screen shack (due to the french drain destroying the foundation) and being ahead of the curve in getting ready to renew our SUP. We need to get a plan that we all buy into the sooner the better due to the Screen Shack issues.

- **Ideas** brainstormed with clear commitment that Kitchen Crew's input and needs are CRITICAL in this process. Food Truck kitchen to supplement current kitchens? We can do this slowly, step by step. Perhaps using used or Vintage trailers?

HOMEWORK

Teresa will get photos of Georgetown vintage trailer village.

Heather possibly getting the old research we did.

Kirsten setting up a meeting with Kitchen Crew and Fixed Assets this Friday. She will report back after laying the foundation for another meeting between Fixed Assets and Prefair Kitchen. They are getting pretty busy and she will need to see how they feel at this point.

Paxton will meet with LUMP tomorrow and will have a report about waste water research for the next meeting.

Teresa will get these minutes out to Kirsten by Wednesday morning.

Meeting evaluation

Adjournment at 8 pm

Monday, April 8, 2024 at 6 NEXT MEETING