

# Fixed Assets Committee Meeting Minutes

**Date:** November 24, 2025

## Attendees

Sandra, Kevin, Sunny, Alex, Hilary, Greg, Aaron, Annie, Mikaela, and Kirsten. New participants included Ryley, Margot, and representatives from the Recycling Crew.

## Announcements & Introductions

The meeting began with informal discussion before transitioning into formal introductions. Sandra facilitated the meeting and confirmed participation protocols. New members and attendees were welcomed, and the committee formally established ongoing structure and participation expectations.

## Permitting and Recycling Coordination

Kirsten provided updates on permitting discussions, noting delays from the county due to limited staffing. Updates are pending regarding pole barn permits at Main Camp and Outer Mongolia. Kirsten also reported ongoing coordination with the Recycling Crew and plans to continue discussions in January, including broader logistical considerations such as access roads and routing.

## Kitchen Design Subcommittee

Alex was confirmed as project manager for the kitchen design subcommittee. Sunny will coordinate communications and scheduling for the initial meeting. The group emphasized the need to begin identifying kitchen equipment, space requirements, and operational needs regardless of final location decisions.

## Subcommittee Planning and Coordination

The committee discussed organizing subcommittees and ensuring progress between meetings. Members were encouraged to gather information, define scopes, and prepare updates for the next meeting. Sandra will check in with subcommittee leads in advance of the January meeting.

## Kitchen Design Strategy and Resources

The group discussed early-stage kitchen design concepts for a potential community center. External references and design examples were suggested as useful resources. Members acknowledged that additional data and clarity are needed before making major decisions and agreed to continue development work ahead of the next meeting.

## **Kitchen and Recycling Project Timeline**

Kirsten confirmed that the current kitchen will remain operational through 2027, with plans for a new structure targeted for 2028. The broader kitchen and recycling relocation project remains in early planning stages, with continued coordination required across teams.

## **Winery House Updates**

The winery house project has been completed, with remaining work including ADA ramp installation, internet setup, and furnishing. The facility is expected to support meetings and retreats once completed.

## **Spring Fixed Assets Tour**

The committee discussed plans for a spring tour of fixed assets, which will include an open house at the winery property and a barbecue event.

## **Committee Membership**

Ryley and Margot were introduced as new committee members, bringing relevant experience. Their membership will proceed pending board approval, with participation in an upcoming board meeting.

## **Next Meeting**

The committee will reconvene in January to review progress, subcommittee updates, and permitting developments.

## **Action Items**

- Kirsten to report on permitting updates and meet with Recycling Crew in January
- Kirsten to include additional stakeholders in logistics discussions
- Sunny to coordinate kitchen subcommittee communications and resources
- Alex to schedule and lead kitchen design subcommittee and begin requirements planning
- Sandra to check in with subcommittee progress ahead of next meeting

- Sunny to present shared resources at next meeting
  - Kirsten to complete winery house readiness tasks
  - Kevin and Sandra to manage membership documentation and board coordination
  - Ryley and Margot to attend board meeting for membership approval
  - Mikaela to continue recycling coordination and report back
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