

Old Gregg School Advisory Board Meeting Minutes August 6, 2024

Old Gregg School Advisory Board members In attendance: Jim Smith, Jeff Breon, Carol Myers, Carol Gingrich, Ashley Lesniak, Christine Sailors, Cathy Arney, and Beth Znaniecki

Guests in attendant, Ben Haupt, Vicky Vanada, Charles Stover, Paula Smith, Charlie Bierlein, Celeste Powell and Mark Fisher

Public comment - Mark Fisher, the Executive Director of the Penns Valley Youth Center proposed that they submit a rental contract for Monday, Wednesdays and Fridays as a 12 month lease instead of the current monthly rental cost for the year is \$6,222. They utilize the building for nine months so the average cost spread out over a 12 month lease would be \$522 a month. Mark asked about the water damage in room 103 and if there is any insurance update, Jim Smith reported that it was unclear as to whether or not a claim was ever filed and we do not think that it was. Mark also requested consideration for room 103's food pantry to remove the sink and fountain to improve the traffic flow in the room for deliveries.

Secretary's report - A motion was made by Ashley Lesniak to approve the July meeting minutes with a Second by Beth Znaniecki. Motion carried.

Board of supervisors report - Carol Gingrich reported that Molly Miller gave report at the July Board of Supervisors meeting. Molly reported to the BOS that John, of Integrity Accounting, will have a better handle on the budget by September, mulch was delivered, and she reported the OGSAB requested a release of liability for after hours building use and that the OGSAB is reviewing the current guidelines and fee schedule for the building.

Treasurer's report - Carol Gingrich shared the current budget report prepared by Integrity Accounting and reported that it does not include the payroll for the Secretary and Jim at this time.

Physical plant / Operations - Jim Smith reported the fuel cost is \$2.42 a gallon and will need to fill the tank. Jim also reported he fixed the light on the second floor and the baseboards in the pantry. He cut the ceiling tile to run cables and painted the gym wall. The split unit leaked on Sunday and Jim contacted J. Bilger who recommended suctioning the drain line and that seemed to fix the leak. Jim reported the fountain was cleared and works some of the time. Jim also reported the east end split unit is working. He fixed the flush unit in the women's restroom. The handle is now working and he contacted West Penn Power about the split units which trip at 208V and learned they are 120/208 V splits, which is why they trip. He also reported he trimmed weeds, ran the weed whacker around the building.

Old Business:

1. Picnic Table Sales for the Ballfield Pavilion – TABLED
2. Community Communications to Tenants & Tenant Letter Update – Carol Gingrich is currently doing this and will keep everyone up to date on the Internet.
3. Building Damage Side Parking Lot – TABLED
4. Outside Flower Bed Update – Beth Znaniecki currently has nothing new to report. She did suggest rehire people to do the flowers beds around the building as volunteers are difficult to coordinate after some discussion, Christine Sailors, and Beth Znaniecki agreed to try to

- organize a volunteer sign up and will reach out to Penns Valley Area School District's National Honor Society for volunteers and the youth center at the old Gregg School.
5. Side Lot/Playground Repair Update – Carol Gingrich Carol Gingrich stated that the playground slide is in the works and will have a reasonable estimate to share soon.
 6. Keys to the Building (Outside Entrance) – Carol Gingrich report of the key log has been found, there are 54 keys in circulation. Originally, every tenant to the building received two keys and could purchase additional keys for \$12.50, this may explain why so many keys were issued. Carol did email all key holders and is trying to locate or request keys to be returned.
 7. Fountain Repairs – Charles Stover reported Shawn Gramley quoted \$250 an hour for two men and truck to work on the fountain for repairs.
 8. Township/OGS Update - Ben Haupt reported that interviews were held and a new Secretary/Treasurer has been hired, Vicky Vanada. Carol Myers and Ashley Lesniak voiced concern over this decision as a potential conflict of interest due to her position as a current township supervisor and it was recommended to take this concern to the BOS.
 9. Cleaning Raise (Mattie) Update – NTR
 10. Tenants & Closing Times Issues Update – Carol Gingrich reported that it was brought to the BOS for consideration.
 11. OGS Fee Schedule Update – Carol Gingrich asked that the OGSAB members review and discuss at the September OGSAB meeting.
 12. Revisions to Misc OGS Guidelines & Manuals Update – Carol Gingrich asked that the OGSAB members review and discuss at the September OGSAB meeting.
 13. OGS Building Lease Update (Add'l Insured & COI) - Carol Gingrich reported that it was brought to the BOS and that leaseholders will be required to provide OGS as additional insured and a copy of insurance at lease signing.

New business:

1. Old Gregg School Internet issues - Ben Haupt reported Link Computer Corporation will be the new internet security service provider and that they are out of Bellwood. The cost will be \$285 a month for a five year contract. The Internet in the Old Gregg School is not currently included in leases for the Old Gregg School tenants. Cathy Arney reported that the current OGS policy manual does state that tenants will have Wi-Fi access. Currently the internet service provider is Breezeline and is for commercial use and public, the OGS will continue to use Breezeline. Celeste Powell suggested a friend could potentially temporarily fix the Wi-Fi problem. Ben Haupt reported he is currently working on getting it fixed as soon as possible and did have Dan Decker and Link both look into this and it is not possible with the current system. Christine Sailors questioned a temporary fix and whether it would be secure as no one has network administrator privileges at this time, suggested further look into the security level of a potential temporary fix before making any decisions.
2. Ghostly Gallop - Christine Sailors reported that the Ghostly Gallop is posted on the website (<https://oldgreggschool.org/ghostly-gallop-5k-1-mile-fun-run-oct-26-2024/>) and Facebook and has received an email regarding online payment not working at this time. Vicky Vanada is aware and is working to get the online payments up and running over the next few days. Christine Sailors will share a letter to businesses asking once again for sponsorships for the race shirts. Ashley Lesniak will reach out to local businesses again for both sponsorships and prize awards for the race. The race is set for October 26th, 9:00am.
3. The Winter Craft Fair - Christine Sailors reported the winter craft fair pre-registrations will go out to all prior year vendors this week and allow them two weeks to register before it opens to the public. The winter craft fair will be posted on the website and on Facebook, and is accepting both

online and mailed payments for registrations again this year. Vendor registration payment log will be shared with the township secretary again this year to log payments received.

Security report - Jim asked again about when people are in the building late that a liability release be in place for this. Carol Gingrich reported John Porter asked for the key for the janitor closet so that towels can be replaced as needed. Jim will follow up on this request and will check with John and find out what towels need to be replaced and how to allow them if needed.

Adjourn: A motion was made by Cathy Arney and seconded by Jim Smith to adjourn. Motion carried. The next meeting will be September 3, 2024 in room 203 at 6:30 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Christine Sailors". The signature is fluid and cursive, with the first name "Christine" written in a larger, more prominent script than the last name "Sailors".

Christine Sailors, Secretary
Old Gregg School Advisory Board