

Old Gregg School Advisory Board Meeting Minutes October 1, 2024

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

Guests in attendance: Vicky Vanada, Paula Smith

Public comment - NTR

Secretary's report - A motion was made by Beth Znaniecki to approve the September meeting minutes with a second by Carol Myers. Motion carried.

Board of Supervisors report - Carol Gingrich reported that she gave report at the September Board of Supervisors meeting. Carol reported to the board on the Ghostly Gallop 5K run, the Winter Craft Fair and that we are still looking for volunteer options for the flowerbeds.

Financial Treasurer's report - Vicky Vanada provided the current budget report given by the accountant, the current balance is \$21,042.52. It was discussed to remove a line item for mileage reimbursement as this is no longer done, and to look into line item 420 utilities - other, to determine what the expense was and if it should be included with other existing categories. Vicky also reported that a 12 month payment agreement was signed by PVYC for the gym rental to be billed in equal monthly installments of \$518.33 beginning September 2024 through May 2025.

Physical Plant report – Jim Smith reported that the boilers are ready, he purchased fuel filters on Amazon, paint on the steps is finished, keys have been made for the janitor closet, but were not working, and Jim is working on fixing the locks, and that the diesel alarm has been going off and this will be checked out tomorrow.

Unfinished business

1. Picnic table sales for the ballfield pavilion – tabled.
2. Community communications to tenants - Carol Gingrich reported that the waivers of liability are currently being signed, and that Nittany Valley model railroad club has concerns about this waiver, and have discussed turning in their keys to the main door, although it has been explained that since they are not in the building after hours, the intention of this waiver of liability is directed at after hours use of the facility, and there seems to be some confusion on this matter, Jim will talk to them again to clarify this. Additionally, it was discussed about the added expense of electric and heat used by some of the tenants, Carol Gingrich will email all tenants and communicate that the cost of heat and electric is over 50% of the OGS budget and ask everyone to better monitor their use, turn out lights, close doors, etc. in an effort to keep rent costs from increasing.
3. Building damage side parking lot - tabled
4. Outside flower bed update – NTR,
5. Side lot playground repair update – Carol Gingrich reported she contacted the business who installed the original equipment and was given a quote of \$5748.99 for replacement cost of the original slide by them, she also researched a company called Playland supply and a similar slide

costing \$4209.95 plus shipping additional or a smaller slide that would need adaptations at a cost of \$1795.95.

6. Keys to the building – Carol Myers reported that two former tenants, Jill and Theresa, both turned in keys to the secretary, otherwise, no update.
7. Fountain repairs – no update
8. Cleaning raise for Mattie - NTR
9. Old Gregg School fee schedule – after some discussion a motion was made by Ashley Lesniak with a second by Beth Znaniecki that the fee schedule be simplified to include a \$50 refundable cleaning fee for all rentals, and the new rental fees were set.
10. Revisions to miscellaneous guidelines and manuals update –
 - A motion was made by Beth Znaniecki with a second by Cathy Arney to approve the Old Gregg School Community & Recreation Center policy manual with grammar corrections. Motion carried.
 - A motion was made by Cathy Arney with a second by Ashley Lesniak to approve the Old Gregg School Community & Recreation Center open gym and fitness Center use guidelines with corrections. Motion carried.
 - A motion was made by Beth Znaniecki with a second by Ashley Lesniak to approve the Old Gregg School Community & Recreation Center Commercial Kitchen Guidelines with updated building contact persons and to add a \$50 refundable cleaning deposit fee. Motion carried.
 - A motion was made by Cathy Arney with a second by Jeff Breon to approve the Old Gregg School Community & Recreation Center opening and closing procedures with an update to the title and grammar corrections. Motion carried.
 - A motion was made by Cathy Arney with a second by Ashley Lesniak to approve the Old Gregg School Community & Recreation Center Underground Fitness Center Use guidelines with an update to the title and grammar corrections. Motion carried.
11. Old Gregg School COI and additional insured – Carol Gingrich reported the COI and additional insured will be added to the leases upon renewal.
12. OGS Internet update - Jim Smith reported the wires are installed and the equipment is scheduled to be installed 10/2/2025.
13. Ghostly Gallop 5k - Christine Sailors reported at this time we just have 13 participants registered and expects more now that we are closer to the date, 7 sponsors, and shared the new t-shirt design ideas.
14. Winter Craft Fair - Christine Sailors reported that they currently have 42 vendor spaces have been registered and things are going well with online payments.
15. Day of Caring - Carol Gingrich reported the volunteers have canceled. Christine Sailors suggested the OGS register to post on Penn State's community service / volunteer opportunities website, she will share this information via email.
16. Building floor damage - Jim Smith reported he was able to buff some of the scratch out but damage still remains.

New business

1. Snow removal - A motion was made by Beth Znaniecki with a second by Carol Myers to have the board of supervisors have the road crew take over snow removal from sidewalks and parking lots, if not approved by the board of supervisors, the old Gregg school advisory board will then open bids for this work. Motion carried.
2. Kitchen usage issues - NTR, resolved
3. Additional fundraisers - Carol Gingrich shared 2 ideas to serve food for line dancing monthly and a banquet event. It was discussed with no interest by the board to do food sales, or catering at this time.

Sub Committee Reports:

Maintenance report – damaged floors were buffed, otherwise NTR
Security report - NTR

Adjourn: A motion was made by Beth Znaniecki and seconded by Ashley Lesniak to adjourn. Motion carried.

The next meeting will be November 5, 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