

**Due to the size of the Memorial Hall, we will be able to hold our meeting and maintain more than a 6 foot physical distance.**

REGULAR IONE MEMORIAL DISTRICT MEETING  
LOCATION – Ione Memorial Hall, 207 North Amador Street Ione CA 95640  
**Thursday, September 10, 2020 – 6:00 PM**

**AGENDA**

- A. Call To Order
- B. Pledge Of Allegiance
- C. Roll Call
  - a. Jerry Gold, Chairman
  - b. Jerry McCarthy, Treasurer
  - c. Dave Corsaletti, Secretary
  - d. Tom Sears, Director
  - e. Richard Wynne, Director

- D. Staff Present:
- E. Public Present:
- F. Public Comment:

*NOTE: This time is reserved for members of the public to address the board on items not appearing on the agenda. A limit of two (2) minutes per speaker and a total of six (6) minutes per topic shall be observed. No discussion is allowed on public comments. The law does not allow any action to be taken, nor extended discussion, on any item not on the agenda. Brown Act 54954.3(b) Is there any person who wishes to address the board at this time?*

- G. Approval Of Consent Calendar:

*Notice to the Public: All matters listed under this category are considered to be routine by the Ione Memorial District and will be enacted by one motion. Unless a specific request is made by a Director or the public, the Consent Calendar will not be read. However, if discussion is required, that item will be removed from the Consent Calendar and considered separately.*

- a. Approval Of Agenda
  - b. Minutes Of The Last Regular Meeting
  - c. Financial Reports
- H. Secretary Communications
  - I. Staff Report
    - a. Rick
    - b. Carole
  - J. Ad Hoc Committee Reports
    - a. Rolling Stock (**Chair: McCarthy**; Gold, Bob Gray)
    - b. Parking Lot Lighting (**Chair: Wynne**; Sears; Germolus, Gray)

*Notice to the public: The public may comment on any agenda item before a vote. Comment is limited to four (4) minutes.*

- K. UNFINISHED BUSINESS

- a. Personal Injury Procedure and forms Discussion / Action
- b. Shall the District accept Phase 1 of the back stairs and landing remodel from Enoch Construction, not to exceed \$5,000 Discussion / Action

- L. NEW BUSINESS

- a. Shall the District purchase a flag depository not to exceed \$2,000? Discussion / Action
- b. Shall the District install 2 new cameras in the garage area not to exceed \$800? Discussion / Action

- M. VFW REPORT

- N. NEXT REGULAR MEETING October 8, 2020 - 6:00 p.m.

- O. ADJOURNMENT

Due to the size of the Memorial Hall, we were able to hold our meeting and maintain more than a 6 foot physical distance.

## IONE MEMORIAL DISTRICT REGULAR MEETING

LOCATION – Ione Memorial Hall, 207 North Amador Street Ione CA 95640  
Thursday, August 13, 2020 – 6:00 PM

### MINUTES

- A. Call to order at 6:01 PM
- B. Pledge of Allegiance
- C. Roll Call
  - a.  Jerry Gold, Chair
  - b.  Dave Corsaletti, Secretary
  - c.  Jerry McCarthy, Treasurer [Arrived late-item I]
  - d.  Tom Sears, Director
  - e.  Richard Wynne, Director
- D. Staff Members present:  Rick Germolus,  Carole Meltzer
- E. Public Present: 2
- F. Public Comment: None
- G. Consent Calendar: It was moved by Corsaletti to accept as presented; 2nd by Wynne; Carried 4 Ayes 0 Noes
  - a. Agenda
  - b. Minutes of the last regular meeting
  - c. Financial Report
- H. Secretary Communications: None
- I. Staff Report
  - a. Rick: No report
  - b. Carole: Attached
- J. Ad Hoc Committee Reports
  - a. Rolling Stock (**Chair: McCarthy; Gold, Bob Gray**) No report
  - b. Parking lot lighting (**Chair: Wynne; Sears; Germolus, Gray**) No report
- K. Unfinished Business
  - a. Injury Procedure and forms – some adjustments were made – will be presented next meeting
  - b. Back stairs and landing design presented by Larry Enoch. Instead of concrete, it would be less expensive to cover the entire landing (which would cover north stairway) and south stairs with synthetic decking material. Board agreed with that design presentation. Larry will present an estimate proposal at next meeting.
- L. New Business
  - a. VFW remodel proposal. Bob Gray amended his request by an additional \$200. It was moved by Wynne to accept the proposal not to exceed \$3,400; 2<sup>nd</sup> by Sears Carried 5 Ayes 0 Noes
- M. VFW Report
  - a. McCarthy reported that the Post will be hosting a POW/MIA Luncheon and Ceremony Friday, Sept. 18<sup>th</sup>. Rick will put up a new American Flag and Carole will order a POW/MIA flag to hang underneath
- N. Next Regular Meeting: Sept. 10, 2020 – 6:00 PM
- O. Adjournment 6:34 PM; It was moved by Sears to adjourn; 2nd by Corsaletti; Carried 5 Ayes 0 Noes

Respectfully Submitted,

Carole Meltzer, Administrative Assistant

# Financial Report

Balance Sheet Fiscal Year 2021									
JULY-DEC									
Acct #	Account	Budget	Jul	Aug	Sep	Oct	Nov	Dec	Balance Jul-Dec
47890	Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51200	Communications	\$ 1,600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600.00
51400	Household Expense	\$ 900.00	\$ 41.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 858.62
51500	Insurance	\$ 2,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,900.00
51700	Maint: Equip	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
51760	Maint: Website fees	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00
51800	Maint: Bldgs/Grounds	\$ 2,500.00	\$ 172.64	\$ 25.35	\$ -	\$ -	\$ -	\$ -	\$ 2,302.01
52200	Office Supp	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00
52300	Prof & Spec Serv	\$ 22,000.00	\$ 1,190.00	\$ 1,230.00	\$ -	\$ -	\$ -	\$ -	\$ 19,580.00
52328	Audits	\$ 4,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,250.00
52364	Training	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000.00
52393	Special Projects	\$ 19,000.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,900.00
52483	Stipends	\$ 6,000.00	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
52500	Rent, lease equip	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00
52700	Minor Equip	\$ 12,000.00	\$ 170.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,829.11
52800	Spec Depart Exp	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
52905	Travel & Transportation	\$ 350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350.00
53000	Utilities	\$ 14,000.00	\$ 981.13	\$ 949.99	\$ -	\$ -	\$ -	\$ -	\$ 12,068.88
	<b>Total Serv/Supp</b>	<b>\$ 100,300.00</b>	<b>\$ 3,156.04</b>	<b>\$ 2,705.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94,438.62</b>
56110	Bldgs & Improv	\$ 20,000.00	\$ -	\$ 1,365.00	\$ -	\$ -	\$ -	\$ -	\$ 18,635.00
56180	Capital Improv Maj Proj	\$ 40,000.00	\$ 629.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,370.33
56200	Equip	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
	<b>Total Fixed Assets</b>	<b>\$ 70,000.00</b>	<b>\$ 629.67</b>	<b>\$ 1,365.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,005.33</b>
	<b>TOTAL ALL CAT.</b>	<b>\$ 170,300.00</b>	<b>\$ 3,785.71</b>	<b>\$ 4,070.34</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 162,443.95</b>
101002	Petty Cash/Bank	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	
101730	General Account		\$ 127,407.01						
101733	Project Reserve		\$ 348,044.84						
	<b>Less Outstanding Warrants</b>		\$ (1,990.00)						
	<b>Total in Bank</b>	<b>\$ 1,100.00</b>	<b>\$ 474,561.85</b>	<b>\$ 1,100.00</b>	<b>\$ 1,100.00</b>	<b>\$ 1,100.00</b>	<b>\$ 1,100.00</b>	<b>\$ 1,100.00</b>	

## IMD Admin Assistant Report 8-2020

- All reservations for the hall for August have been cancelled. All fees refunded or credited.
  - See revenue lost report; Sept is included as we will need to cancel these as well
- Phone report
  - AT&T has changed our plans to a month to month loyalty program to keep our business. Monthly fee is \$65 before taxes – no long distance. This will be better than switching at this time.
- Legal advice re: Injury procedure
  - County Council – left mgs, sent emails...no response
  - City of Ione – they are sending over what they have
  - GSRM – Steve Wood
- Sent Membership Application to MVC of California
- Scholarship is almost paid off

## Incident Procedure DRAFT

- Should someone claim they have been injured or had property damage
  - Give complainant the Incident Report Form to submit to Board of Directors/Staff
    - Must be submitted with five business (5) days of incident
  - Staff/Board Member to report to insurance carrier 1<sup>st</sup> business day following the report that there has been an incident (GSRM policy is within 24 hours after notice of incident; FYI CA State law states that a person can submit a claim up to 6 months following an incident)
  - Staff/Board member to review security camera immediately and preserve video as part of the claim
  - Board Member(s) review(s) claim
    - Assign an Incident number
      - Date of incident + sequential number i.e. 2020.5.22.001
    - Board/Staff enters complaint in Incident Log
    - Board reviews and completes narrative of evidence
  - Board responds within fifteen days (15) of receipt of complaint
  - Board will submit claim to insurance company along with copy of complainants certificate of insurance to District's Insurance Company