



## Occidental Community Center

Advisory Council

[www.occidentalcommunitycenter.org](http://www.occidentalcommunitycenter.org)

Agenda of the Occidental Community Center Advisory Council Special Meeting 6:30 PM,  
November 18, 2016, Occidental Community Center, 3920 Bohemian Highway, Occidental

Call Meeting to Order

Changes/Additions to Agenda

Correspondence

Subcommittee Reports

**Funding/Grant Writing:** Marcia Kay, Jane Reid  
Review and approval of County Parks MOU with OCCAC, (attached)

**Programming/Membership Drive:** Jeremy Hodgdon:  
adult education program funding  
ping pong re-start  
survey/membership drive  
status of children's after school and senior services programs  
response to letter from Julie Golden (attached)

**Government Relations:** Steve Kay.  
Formation of paid voting membership

**Facilities:** John Greaves  
poster/letter by John for fund raising (attached)  
bids for new flooring  
missing brooms?



## **Memorandum of Understanding**

### **Occidental Community Center Advisory Council and Sonoma County Regional Parks Foundation**

This Memorandum of Understanding outlines the agreement between the Occidental Community Center Advisory Council (OCCAC), Sonoma County Regional Parks (SCRP) and the Sonoma County Regional Parks Foundation (Foundation).

#### **Background**

Sonoma County Regional Parks operates the Occidental Community Center, which is used by residents of Occidental for a variety of recreational activities. The informal volunteer group called the Occidental Community Center Advisory Council has determined that the Community Center needs a new floor and would like to initiate fundraising efforts to make that purchase. This MOU outlines the understanding between the three parties, including roles and responsibilities of each organization.

1. The Occidental Community Center Advisory Council will solicit donations for the new floor from Community Center users, local residents, local businesses and other donors. The cost of the floor is initially estimated at \$45,000.
2. The OCCAC and the Foundation will track every donation, including donor name, mailing address, donation amount, date of donation, and form of payment. In the event that not enough money is raised or that the floor project is not carried out, all donations shall be returned to the donors.
3. If, due to a funding shortfall, the OCCAC wishes to fund a different project at the Community Center, OCCAC must contact all donors and permission to change the purpose of their donation must be obtained in writing. If any donor declines, the donor's contribution must be returned.
4. OCCAC will provide the following information to donors regarding how to make donations:

Please mail a check to: Sonoma County Regional Parks Foundation  
2300 County Center Dr., #120A  
Santa Rosa, CA 95403

Please note "OCC Floor" on the memo line of the check.

Donors also can contribute online at

<https://donatenow.networkforgood.org/SonomaCountyParksFoundation>

In the line on the donation web page that reads “I want my donation to be dedicated” write in: *OCC floor*. Please note that the online processing company charges a fee for online donations, which can either be paid by the donor or will be deducted from the donation.

5. It is the responsibility of donors to OCC floor and the OCCAC to ensure that donations for the OCC floor are clearly indicated and accounted for. The Foundation will provide quarterly reports that list all of the donors to date, and the Foundation also can look up a name if OCCAC is expecting a donation and wants to know if it has arrived.
6. The Foundation has established a restricted account to receive donations for the Occidental Community Center floor.
7. The Foundation will mail each donor an acknowledgement letter to use for tax purposes.
8. The OCCAC executive board meets monthly. This board will be responsible for decision making related to the floor. John Greaves will present options to the executive committee. Decisions will be made by a roll call vote, and a simple majority will confirm the decision.
9. After the floor is installed, it becomes the property of Sonoma County Regional Parks.
10. Sonoma County Regional Parks and the Sonoma County Regional Parks Foundation shall be acknowledged in the OCCAC fundraising materials.
11. Any changes to this agreement must be made in writing and agreed to by all parties.

This agreement is dated November 4, 2016.

Contacts for this agreement follow:

Occidental Community Center Advisory Council

Steve Kay, President

[stevekay@occidentalcommunitycenter.org](mailto:stevekay@occidentalcommunitycenter.org)

Sonoma County Regional Parks Foundation

Melissa Kelley, Executive Director

[Melissa.kelley@sonoma-county.org](mailto:Melissa.kelley@sonoma-county.org)

Sonoma County Regional Parks Director or Designee

(707) 565-2041

DRAFT

**From:** Steve Kay [stevekay@occidentalcommunitycenter.org](mailto:stevekay@occidentalcommunitycenter.org)  
**Subject:** Re: November 18 Meeting  
**Date:** November 15, 2016 at 9:19 AM  
**To:** Jeremy Hodgdon [jhodgdon@scfymca.org](mailto:jhodgdon@scfymca.org)



On Nov 14, 2016, at 1:14 PM, Hodgdon, Jeremy <[jhodgdon@scfymca.org](mailto:jhodgdon@scfymca.org)> wrote:

Steve,

As per my last emails and updates the membership drive is dead. We only got a handful of respondents and only a few of those were yeses. Nothing to base a membership drive. My thought is it could be attempted again but at a later stage. When there is more to bring in people. At this point the focus should be getting their contributions to support the building. Maybe along that journey they see the point in belonging to the facility.

We are a go for Child Care. That will be starting the beginning of January.

Can you email me the contact for the Senior Services. I would like to see what we could do.

Right now we have a good base of exercise classes, Adult Rec classes, Child Care, the JC class. It would be nice to add the Senior Component.

Jeremy Hodgdon  
Senior Program Director

Sonoma County Family YMCA  
1207 College Avenue  
Santa Rosa, CA 95404  
707/ 544-1829 ext 3322

-----Original Message-----

From: Steve Kay [<mailto:stevekay@occidentalcommunitycenter.org>]  
Sent: Saturday, November 12, 2016 8:34 AM  
To: Hodgdon, Jeremy <[jhodgdon@scfymca.org](mailto:jhodgdon@scfymca.org)>  
Subject: November 18 Meeting

Jeremy: Are you coming to discuss the membership effort? If not what is the status? Steve

**From:** Jane Golden <goldenjane@aol.com>

**Date:** October 25, 2016 12:25:34 PM PDT

**To:** jhodgdon@scfymca.org, stevekay@occidentalcommunitycenter.org, jobgreaves@gmail.com, tilegal@sonic.net, Mhodgdon@scfymca.org

**Subject: Occidental Community Center**

Hello

I am a long time resident of Occidental.

I have been teaching Tai Chi and Qigong in Occidental since 1979. I started my classes at the Community Center and continued for 25 years there.

I was forced to abandon the space because the rent became cost prohibitive. (\$50 hr )

A friend of mine Emilio Gonzalez has also been teaching Tai Chi and Qigong in Occidental for nearly two decades at the church.

I understand that we do not own the rights to teach in this town but it seems to me that if you want to have successful well attended classes, you would offer that which is not already established in this small community.

And I would think you would like the support of all of us and not create a situation where you undercut the locals who have worked hard and been dedicated to providing a service to the community.

I am all for the successful use of your building. I would love to see more classes and events in our town.

I don't really think that offering what is already here will lead to that success.

Art classes, computer classes, cooking classes, kids after school programs....

So much could be offered that would be really attractive.

Occidental already has yoga and tai chi/qigong classes that have built up followers over many years. I doubt you would lure many of the followers away to support someone new even by undercutting the the cost of those classes.

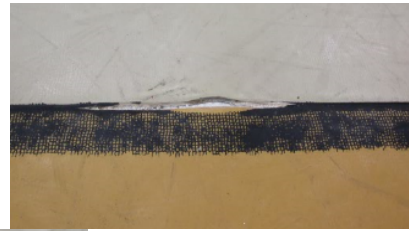
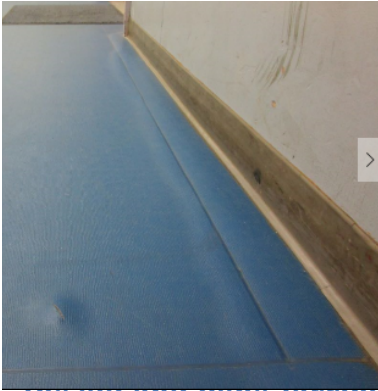
I really appreciate the time and effort you are putting in for the benefit of this town. I think you must be smart and creative with your offerings instead of competing with what is already being offered.

Thank you for your attention.

This is meant to be positive input to your cause.

Jane Golden

## Help ! The Occidental Community Center Gym needs a new floor!



Occidental Community Center. In the future development, we will be replacing the old and bone-jarring vinyl covered concrete floor with a new state-of-the-art floor put together with interlocking tiles that provide excellent traction and shock absorption with a tough long-lasting finish. A new floor would make this a destination gym for sports and exercise programs .....Like this one....



In partnership with the Sonoma County Regional Parks Foundation, the Occidental Community Center Advisory Council set up a fund for your tax deductible donation to the Foundation with funds that will be 100% used for the new flooring.

To make a donation, visit or Google “Sonoma County Parks Foundation” and select “Give Now” and select a designation “I want my donation to be designated toward”: Sonoma County Regional Parks”. Under the heading: I want my donation to be dedicated: type in “Occidental Gym Floor”. A credit card or other payments are accepted and you’ll get a thank you letter and receipt for tax purposes.

Come to our meetings first Thursday of the month at 6:30 PM at the Occidental Community Center and find out about being a part of the Occidental community.

**From:** John Greaves [jobgreaves@gmail.com](mailto:jobgreaves@gmail.com)  
**Subject:** Re: rentals at the Occidental Y  
**Date:** November 17, 2016 at 9:11 AM  
**To:** Diane Masura [tilegal@sonic.net](mailto:tilegal@sonic.net), Steve Kay [stevekay@occidentalcommunitycenter.org](mailto:stevekay@occidentalcommunitycenter.org)

---



Diane,

I recall talking to 2 instructors (Zumba and Strength and Stretch and I recall they have a revenue sharing solution with the Y. Vball and BBALL have volunteer leaders. Former OCCAC who taught martial arts (Alexander) started with a monthly rental fee which was way HIGH and eventually went to something like a volunteer with fees going to the Y. So it seems there is no one best solution but it gets worked out with each case individually.

JG

On Wed, Nov 16, 2016 at 4:14 PM Diane Masura <[tilegal@sonic.net](mailto:tilegal@sonic.net)> wrote:

Dear OCCAC and interested persons,

In reference to a recent letter received by a previous renter at the Y who found the price of classes extremely low and puzzling I will share with you a conversation with Kathleen who teaches Yoga at the Monte Rio Community Center.

She informed me that she pays a \$25 flat fee per session. However, some venues charge a percent of class income. I believe she told me that in most cases this benefits the renter. If few attend, there is less loss. Is it correct that Occidental Y charges 15%? That may explain why the Tai Chi offering can afford the low \$5 admission. Please keep us informed.

Sincerely,  
Diane