

## HOUSE COMMITTEE MINUTES

**Monday, April 18, 2022 – 11:00 am - Via Google Meet**

Present: Laurie Petrie – Chair, Jim Gorman, Sherrye Steffens

Absent: Lis Baccigaluppi, Kathie Leonetti

Guest: Jeff Halfman

### **Unfinished Business –**

Review Approved Vendor List 2020

With Jeff's help, we were able to go over the 2020 Approved Vendors List and make additions and deletions, as needed. Several companies are no longer in business and will be removed. We have new companies to replace them in most cases. We added a category for office supplies.

Sherrye has generously volunteered to put everything on a spreadsheet, which will give Jeff a chance to add phone numbers, etc. We will also add notes we discussed explaining our use for various vendors.

We will all review again before taking the list to the Board.

### **New Business –**

Work on policy and procedure for checking out KCCA audio/visual equipment, as requested by the Board -

- **Who** – The committee discussed whether the equipment should just be available to clubs and committees or include members reserving rooms, sub-associations, etc. We decided to present several options to the Board for guidance.
- **What** – Within the last few years, the Association has purchased a portable PA system, digital projector, and wireless mics. These could all potentially be checked out. The committee does have concerns with the new wireless mics purchased for Board use. Would we want all 8 mics to go out at once or would it be better to check out 2 or 4 only? This question should also be discussed by the Board.
- **Cost** – We feel that there should definitely be a refundable security deposit required to check out the equipment. Our thought was at least \$100 per item of equipment. We will take that to the Board.

- Instruction for use – We think we will need to set up a meeting with the office, House Committee, C&A Committee and Jerry Larsen so that all of us are familiar with the equipment. Hopefully, Jerry can help with creating an instruction sheet for the items as well.

#### Bulletin Board in Clubhouse –

There have been concerns about how folks are using the bulletin. Folks have mentioned non-KCCA posters etc. and a kind of messy appearance. Sherrye and Laurie offered to go down and take a look and report back with suggestions. They will also check with the office on any procedures being followed.

#### Misc.....

We talked about the KCCA wooden sign at 116<sup>th</sup> and Royalty. It really needs painting. Jeff advises that we have a company that does that for us. Jeff also mentioned the lights that used to be there for the sign and have been missing since the sidewalk work was done. Laurie will check with the City to see if they have any info on that.

Next regular committee meeting – May 16<sup>th</sup>.

Minutes by Laurie Petrie and the committee