



COUNTY OF PLACER FACILITY SERVICES DEPARTMENT

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AUBURN VETERANS' MEMORIAL HALL Meeting Agenda August 3, 2015 at 6:30 PM 100 East Avenue, Auburn, CA

Board of Trustees

Court Bradbury
American Legion #84

H.L. "Hap" Arnold
FRA Branch #296

George Simmons
VFW Post 904

Bonnie Potter
Navy League

Joe Ferro
Marine Corps. Det. 1247

Lee Roy Hubbard
DAV Chapter 80

Jennifer Montgomery
Board of Supervisors

Non-Voting

Coralee Arnold
FRA Ladies Auxiliary

Alternates

Jerry Kennedy
American Legion #84

William Burgess
FRA Branch #296

Dustin Byers
VFW Post 904

Donald Anderson
Navy League

MaryAnn Frank
FRA Ladies Auxiliary

1. Pledge of Allegiance

2. Roll Call

3. Approval of Minutes

- a. Minutes from June 1, 2015 (Attachment)

4. Public Comment

- a. Any member of the public may address the Hall Board regarding items not on this Agenda. It is requested that comments be brief, since the Board is not permitted to take any action on items addressed under Public Comment. Agenda items should be submitted to take any action on items addressed at least 2 weeks in advance for consideration. Please contact the Hall Coordinator at 11476 C Avenue, Auburn, CA, 95603. (530) 886-4958.

5. Information / Non Action Items

- a. Work Order Report (Attachments)
- b. Possible Land Grant (D. Anderson)

6. Actions Items

- a. Lodge Room dividers/rental possibility

7. Reports

- a. Late-arriving correspondence.
- b. Veterans Reports.
- c. Hall Use Reports.
 - i. Renter keys (K. Cantrell)

8. Announcements

- a. Next regularly scheduled meeting date: October 5, 2015
 - i. Calendar and fee waiver approvals
 - ii. New board seated; election of officers

9. Adjournment

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in public meetings. If you require disability-related modifications or accommodations, including auxiliary aid or services, to attend or participate in this meeting, please contact the Department of Facility Services at 11476 C Avenue, Auburn, CA 95603. Phone (530) 886-4900. Fax 889-6809. Email: clvons@placer.ca.gov Requests should be made three (3) working days in advance whenever possible. Agenda and Attachments for the above referenced meeting can be viewed at the following link: <http://www.placer.ca.gov/halls>.

Auburn Veterans Memorial Hall Board of Trustees Meeting
June 1, 2015

The meeting was called to order at 1830 by President Court Bradbury who led the Pledge of Allegiance. Members present at Roll Call were: Court Bradbury, American Legion Delegate; Bonnie Potter, Placer County Navy League Delegate; Joe Ferro, Marine Corps League Delegate; "Hap" Arnold, Fleet Reserve Association Delegate; Coralee Arnold, Ladies Auxiliary of the Fleet Reserve Association Delegate; LeeRoy Hubbard, DAV Delegate; Bill Burgess, Fleet Reserve Association Alternate; George Simmons, Veterans of Foreign Wars Delegate; Jennifer Montgomery, Placer County Supervisor; Don Anderson, Placer County Navy League Alternate and Kristie Cantrell of Placer County Facility Services.

Minutes of the April 6, 2015 meeting were approved as written.

Public Comment: none.

Information/Non Action Items: a). Work Order Report for June 2015 and Custodial Hours Report were reviewed and discussed. Two out of three work orders have been completed. Exterior light change has not been done yet and spot light needs to be directed so that the steps can be seen. Sounds system cabinet has been installed; picnic table has been moved. b). Possible Land Grant: Anderson indicated that the church owns a narrow strip of land just outside the wall and they have considered deeding it to the County if there is interest.

Action Item: none.

Reports: a). Late Arriving Correspondence: none. b). Veterans Reports: Potter thanked everyone for their participation in the Memorial Day ceremonies. Burgess reported that Mary Ann Frank fell and broke her hip. Montgomery is supporting State of California for Veterans Services. Simmons reported that the Granite Bay Post consolidated into VFW 904. Cantrell reminded everyone to turn in their recommendations for the board into the Clerk of the Board of Supervisors. Ferro reported on the Marine Corps League dance coming up on Saturday June 27th. The upstairs curtain is ripped. Arnold reported that he and Cora Lee are moving so this will be their last meeting. A round of applause was given in thanks to their service on the Board and in support of veterans in the community. Bradbury reported that the American Legion District Installation will be held at the Hall this Saturday; Veterans Day will honor Purple Heart Recipients and committee is looking for a Grand Marshal. Lee Lively, former AL Post Commander passed away. c). Hall Use Reports: Bradbury reported on the holes in the floor that are trip hazard; County is looking at possible solution; picnic table moved to better location and secured with anchor bolt; air conditioning lines were fixed but units have not been used yet. The Lodge upstairs has not been rented out in the past but all delegates should talk to their organizations to see if that might be changed in the future.

Announcements: The next meeting will be June 1, 2015.

Adjournment: H. Arnold made a motion to adjourn which was seconded by Ferro. The motion carried and the meeting was adjourned at 1859.

Respectfully submitted by Bonnie Potter, Secretary

Auburn Veterans Memorial Hall

Work Order Report

22-MAY-2015 through 27-JUL-2015

WO Number	Description	Maint Type	WO Status	Enter Date	Complete Date
WO056155	RE-KEY FRONT DOOR & SUPPLY PAD LOCK / AUBURN HALL	CORRECTIVE	CLOSED	02-Jun-2015	24-Jun-2015
WO056187	REPAIR OR FILL CRACK IN STONE WALL / AUBURN MEM. HALL	CORRECTIVE	CLOSED	04-Jun-2015	21-Jul-2015
WO056188	PLEASE PROVIDE LONG SHANK PAD LOCK / CUSTODIAL	CORRECTIVE	CLOSED	04-Jun-2015	16-Jun-2015
WO056191	MOVE PIANO FROM THE AUBURN HALL TO SURPLUS	CORRECTIVE	CLOSED	04-Jun-2015	16-Jun-2015
WO056207	AUBURN VETS HALL A/C VENT LEAKING ON FLOOR	CORRECTIVE	OPEN	05-Jun-2015	
WO056572	AC UNIT LEAKING WATER / AUBURN MEM. HALL	CORRECTIVE	CLOSED	16-Jun-2015	24-Jun-2015
WO056577	REPAIR ROCK WALL (RISK MNGMT ON HOLD)	CORRECTIVE	CLOSED	16-Jun-2015	21-Jul-2015
WO056809	CLBK/CLHM TOILET ISSUES	CORRECTIVE	CLOSED	22-Jun-2015	26-Jun-2015
SW000503	BLDG MNTC SUPERVISION MEMORIAL HALL AUBURN	MMP	OPEN	25-Jun-2015	
WO056894	LEAK IN WOMENS BATHROOM	CORRECTIVE	CLOSED	26-Jun-2015	21-Jul-2015
WO056893	AC IS LEAKING AND IS CAUSING WATER TO BE ON THE FLOOR.	CORRECTIVE	CLOSED	26-Jun-2015	21-Jul-2015
WO057106	CUSTODIAL DAY QUARTERLY ASSIGNMENT INSPECTION	INSPECTION	ASSIGNED	29-Jun-2015	
WO057451	AC NOT BLOWING COLD AIR / AUBURN MEM. HALL	CORRECTIVE	WORK DONE	09-Jul-2015	15-Jul-2015
WO057535	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057538	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057543	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057542	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057541	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057536	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057537	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057540	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057539	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	
WO057544	BLDG MNTC HVAC PM 2 X YEAR SERVICE EQ	PREVENTIVE	OPEN	13-Jul-2015	

**Auburn Veterans Memorial Hall
Custodial Hours Report**

Fiscal Year July 01, 2014 - June 30, 2015

WO Number	Description	Total Hours
SW000143	CUSTODIAL AUBURN MEMORIAL HALL MMP	421.00

**Auburn Veterans Memorial Hall
Custodial Hours Report**

Fiscal Year July 01, 2015 - July 27, 2015

WO Number	Description	Total Hours
SW000143	CUSTODIAL AUBURN MEMORIAL HALL MMP	17.50