ROSEVILLE VETERANS’ MEMORIAL HALL
Meeting Agenda
March 4, 2019 at 10:00 AM
110 Park Drive, Roseville, CA

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes
   a. Minutes from January 7, 2019. (Attachment)

5. 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 at least 2 weeks in advance for consideration. Please contact the Hall Coordinator at 11476 C Avenue, Auburn, CA. (530) 886-4958.

6. Information / Non Action Items
   a. Review Work Order / Custodial Hours Report. (Attachment)
   b. Review 2018 MOU Income/Disbursement Reports. (Attachment)

7. Action Items
   a. Review / Modify / Ratify Building Maintenance Project List. (Attachment)
      i. Discuss request for additional outlet in Inner Office.
   b. Consider Hall Use for Blue Star Moms on Veterans Day 2019. (Attachment)
   c. Consider Mavericks Monday night use to begin at 5:00pm (entering into an additional rental timeframe). (Attachment)
      i. Consider food/drinks waiver from Kitchen rental requirement.
   d. Bayside Church SERVE Day 2018 Project Requests. (2 Attachments)

8. Reports
   a. Late-arriving correspondence.
   b. Veterans Reports.
   c. Hall Use Report. (Attachment)

9. Announcements
   a. Next regularly scheduled meeting date: May 6, 2019.

10. 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 Facilities via the below methods. 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](http://www.placer.ca.gov/halls).

Facilities Management • Building Maintenance Division • 11476 C Ave • Auburn, CA 95603
(530) 886-4958 office • (530) 889-6859 fax • RosevilleHall@placer.ca.gov
Minutes of the Meeting

1. Meeting called to order by board president Raquel Mangone at 10:00 AM.

2. Pledge of Allegiance recited.

3. Roll Call of trustees taken: present for the meeting were, Raquel Mangone, VFW 1487, Robert Lightfield, FRA 230, Philip Jordan, American Legion Post 169, Charles Peterson, representing Jack Duran, District 1 Supervisor. Guest(s) and board alternates present were Don Chapman, FRA 230, Roy Leon Guerrero, VFW 1487. County representatives present were Duane Espinoza, FAC SVCS, and Kristie Cantrell, Placer County Facilities Management. Harold Hayek, Overalls Square Dance Group, ASDSC, also present.

4. Election of Board Secretary: Due to the withdrawal of Vietnam Veterans of America, Chapter 500, from the Roseville Memorial Hall Board, the hall board rotation schedule was amended to reflect this change. Motion by Mangone / Lightfield to move Philip Jordan to the board position of secretary for the remainder of 2018 - 2019 board year. Motion passed.

5. Approval of Minutes: Motion Jordan / Mangone to accept minutes of November 5, 2018, prepared by Trustee Lightfield. Motion passed.

6. Public Comment: None presented.

7. Information / Non Action Items:
   a. Vietnam Veterans of America (VVA), Chapter 500 submitted a letter, dated November 5, 2018, stating their withdrawal from the Roseville Board of Trustees; VVA signage to remain on the outdoor sign board.
   b. Review and discussion of Work Orders / Custodial Hours Report.
   c. MOU written reports will be included in the March 4, 2019 meeting.

8. Action Items:

9. Reports:
   a. Late arriving correspondence: Board received notice that the scheduled Blue Star Mom's fundraiser at the Roseville Hall was cancelled due to the surrounding fires. No date on a reschedule of the event.
b. **Veterans Reports:** VFW 1487 collected 300 pounds of clothing for distribution to homeless veterans; a crab feed is planned, with date TBD; FRA 230 held their annual Christmas Party, and their annual Convention is scheduled for March 2019. American Legion, Post 169 and District 7, will conduct the annual Four Chaplains Interfaith Memorial Service on Saturday, February 2, 2019 at Destiny Christian Church in Rocklin, CA. The annual Public Safety and Military Collectors Show is scheduled for Saturday, February 23, 2019 at the Roseville Memorial Hall. The public is invited and there is no charge to attend.

c. **Hall Use Report:** Homeless issue still of concern. Trash, smoking on site and vandalism still a problem; Construction by City of Roseville continues, with Ice House Bridge moved into new location and construction of new pedestrian bridge on going. Parking is still limited, but redo of the lot is scheduled. Unknown how many parking spaces will be available after the project is finished; Bayside Church, as part of their SERVE DAY program, is requesting a list of projects for the Roseville Hall, to upgrade the look and increase the efficiency of the hall and grounds surrounding the property.

10. **Announcements:** Next regularly scheduled meeting date is March 4, 2019.

11. **Adjournment:** There being no further business to be brought before the board, the meeting was adjourned at 10:39 AM.

Respectfully recorded and submitted,

______________________________
Philip Jordan, Board Secretary
<table>
<thead>
<tr>
<th>Date</th>
<th>Request ID</th>
<th>Original Message</th>
<th>Status</th>
<th>Priority</th>
<th>Date Closed</th>
<th>Custodial Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/1/2018</td>
<td>2679</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
<td>Closed</td>
<td>Continuing</td>
<td>1/2/2019</td>
<td>56</td>
</tr>
<tr>
<td>12/1/2018</td>
<td>7619</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Closed</td>
<td>Continuing</td>
<td>1/2/2019</td>
<td></td>
</tr>
<tr>
<td>1/1/2019</td>
<td>17680</td>
<td>Perform Preventive Maintenance as per procedure details. (HVAC)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>1/11/2019</td>
<td></td>
</tr>
<tr>
<td>1/7/2019</td>
<td>28684</td>
<td>Received a call that the sink was leaking. Upon inspection found that the spray nozzle hose had a hole in it. Need to replace.</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>1/7/2019</td>
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</tr>
<tr>
<td>1/1/2019</td>
<td>2680</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
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<td>Continuing</td>
<td>2/4/2019</td>
<td>63.5</td>
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<tr>
<td>1/1/2019</td>
<td>7620</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Closed</td>
<td>Continuing</td>
<td>2/4/2019</td>
<td></td>
</tr>
<tr>
<td>2/1/2019</td>
<td>17681</td>
<td>Perform Preventive Maintenance as per procedure details. (HVAC)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>2/4/2019</td>
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<tr>
<td>2/1/2019</td>
<td>17709</td>
<td>Perform Preventive Maintenance as per procedure details. (HVAC)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>2/4/2019</td>
<td></td>
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<tr>
<td>12/3/2018</td>
<td>14678</td>
<td>Perform Preventive maintenance as per procedure details (LOCK)</td>
<td>Open</td>
<td>Low 1-10 Days</td>
<td></td>
<td></td>
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<tr>
<td>1/20/2019</td>
<td>17706</td>
<td>Perform Preventive maintenance as per procedure details (HVAC)</td>
<td>Open</td>
<td>Low 1-10 Days</td>
<td></td>
<td></td>
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<tr>
<td>2/1/2019</td>
<td>2681</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
<td>Open</td>
<td>Continuing</td>
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<tr>
<td>2/1/2019</td>
<td>7621</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Open</td>
<td>Continuing</td>
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</table>
ROSEVILLE VETERANS MEMORIAL HALL
MEMORANDUM OF UNDERSTANDING
2018 INCOME / DISBURSEMENT REPORTS

<table>
<thead>
<tr>
<th>Veteran Organization</th>
<th>Dance Group</th>
<th>Income</th>
<th>Disbursed</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Legion Post 169</td>
<td>Mavericks Square Dance</td>
<td>$ 3,600.00</td>
<td>$ 3,600.00</td>
</tr>
<tr>
<td>Fleet Reserve Assn. Branch 230</td>
<td>Whirl-A-Ways Dance</td>
<td>$ 3,880.00</td>
<td>$ 3,880.00</td>
</tr>
<tr>
<td>VFW Post 1487</td>
<td>Mavericks Square Dance</td>
<td>$ 1,920.00</td>
<td>$ 1,920.00</td>
</tr>
</tbody>
</table>

There were not any excess funds received, thus, nothing is due to be paid to the County (per the MOU's).
# Memorial Halls Cost Analysis

## Operating Costs vs Revenues

<table>
<thead>
<tr>
<th></th>
<th>FY 11/12</th>
<th>FY 12/13</th>
<th>FY 13/14</th>
<th>FY 14/15</th>
<th>FY 15/16</th>
<th>FY 16/17</th>
<th>FY 17/18</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ops Cost</td>
<td>Revenue</td>
<td>Ops Cost</td>
<td>Revenue</td>
<td>Ops Cost</td>
<td>Revenue</td>
<td>Ops Cost</td>
</tr>
<tr>
<td>Auburn</td>
<td>103,465.16</td>
<td>10,825.00</td>
<td>109,975.82</td>
<td>8,165.23</td>
<td>106,965.07</td>
<td>5,658.77</td>
<td>127,923.43</td>
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<tr>
<td>Colfax</td>
<td>32,410.85</td>
<td>580.00</td>
<td>22,207.04</td>
<td>907.50</td>
<td>52,486.61</td>
<td>185.00</td>
<td>54,120.50</td>
</tr>
<tr>
<td>Foresthill</td>
<td>99,200.37</td>
<td>5,005.00</td>
<td>113,409.18</td>
<td>2,295.00</td>
<td>100,841.92</td>
<td>4,340.00</td>
<td>175,781.16</td>
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<tr>
<td>Lincoln</td>
<td>46,811.74</td>
<td>12,630.00</td>
<td>44,204.96</td>
<td>12,140.00</td>
<td>64,540.97</td>
<td>9,391.71</td>
<td>99,278.95</td>
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<tr>
<td>Loomis</td>
<td>52,842.82</td>
<td>8,880.00</td>
<td>44,040.02</td>
<td>8,805.00</td>
<td>88,024.80</td>
<td>8,647.00</td>
<td>105,319.27</td>
</tr>
<tr>
<td>Roseville</td>
<td>92,988.32</td>
<td>12,275.00</td>
<td>75,776.00</td>
<td>12,030.00</td>
<td>82,862.24</td>
<td>11,520.00</td>
<td>132,277.12</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$427,719.26</td>
<td>$50,195.00</td>
<td>$409,613.02</td>
<td>$44,342.73</td>
<td>$495,721.61</td>
<td>$39,742.48</td>
<td>$694,700.43</td>
</tr>
<tr>
<td>Total Ops Cost</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FY 11/12</th>
<th>FY 12/13</th>
<th>FY 13/14</th>
<th>FY 14/15</th>
<th>FY 15/16</th>
<th>FY 16/17</th>
<th>FY 17/18</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$659,906.39</td>
<td>$54,460.00</td>
<td>$705,646.50</td>
<td>$47,682.50</td>
<td>$823,770.11</td>
<td>$52,046.00</td>
<td></td>
</tr>
</tbody>
</table>

## MEMORIAL HALL OPERATING COSTS vs REVENUES

![Graph showing the comparison of operating costs vs revenues for different locations over multiple years](image-url)
# Building Maintenance Project List

**FY 18-19**

<table>
<thead>
<tr>
<th>Date / Completed</th>
<th>Project / Description / Notes</th>
<th>Priority</th>
<th>Status</th>
<th>Cost Est.</th>
<th>Actual Expenditure</th>
<th>Deferred Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>ROSEVILLE MEMORIAL HALL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Painting - Exterior</td>
<td>1</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$76,184.00</td>
</tr>
<tr>
<td>9/5/2018</td>
<td>Upgrade Exterior Lighting - Swap to LED</td>
<td></td>
<td>Complete</td>
<td>$2,788.75</td>
<td>$2,788.75</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td><strong>Roseville Hall Board Requests</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Electrical Upgrade and HVAC Upgrade (Entire Bldg)</td>
<td>1</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$540,000.00</td>
</tr>
<tr>
<td>9/6/2018</td>
<td>Add Security Light to south wall Creek side path lights</td>
<td></td>
<td>Complete</td>
<td>$4,192.00</td>
<td>$4,192.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>7/30/2018</td>
<td>Install Flag Drop Box</td>
<td></td>
<td>Complete</td>
<td>$150.00</td>
<td>$150.00</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>Ceiling Fans in Service Office and Veterans Rooms</td>
<td>2</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$10,362.00</td>
</tr>
<tr>
<td></td>
<td>12/12/18 DE 3% No NTP/ECD:Board agrees that surface conduit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>applied on architectural surfaces is not preferred. BM will</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>make a new quote for wall mounted fans in Veterans rooms, and</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ceiling fans in Veterans offices. Project remains deferred.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/29/2018</td>
<td>Move Ice Machine to Basement Kitchen</td>
<td></td>
<td>Complete</td>
<td>$714.00</td>
<td>$714.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Roseville Hall Total Estimate** $7,130.75
BLUE STAR MOM
ADDITIONAL 2019 DATE REQUESTS

Basement Hall – Regular Meetings – 6:30-9:30pm

January 14
February 11
March 11
April 8
May 13
June 10
July 8
August 12
September 9
October 14

November 11 – Veterans Day and the calendar is normally blacked out for vet organizations only. Hall Board will need to give permission.

December 9
MEMORANDUM OF UNDERSTANDING (MOU)

Between

Roseville Veterans’ Memorial Hall Board

and

Mavericks Square Dance Club of Roseville

This is an agreement between “Roseville Veterans’ Memorial Hall Board”, hereinafter called Hall Board and “Mavericks Square Dance Club of Roseville”, hereinafter called Mavericks.

I. PURPOSE AND SCOPE

The purpose of this MOU is to clearly identify the conditions of use of the Roseville Veterans' Memorial Hall as it relates to Placer County Code, Chapter 2, Article 8.2, Section 2.82.120 relating to Payment for use of Memorial Halls.

II. BACKGROUND

In 1978, the original requirements governing payment for use of the Memorial Hall were established as follows:

A. Free use accorded to those groups that provide, in the judgment of the Hall Boards or Supervisor in which the Hall is located:
   • A community service
   • Are open to public membership
   • And would suffer financial hardship if charged a rental fee for use of the hall facilities

Such groups would generally include:
   • Youth scouting activities
   • Senior citizen groups (where age is the sole criteria for membership)
   • Government agency functions
   • Similar uses

B. Fraternal groups, local labor unions, and professional and business organizations would not be included.

In the decades since adoption of the original payment provisions and the current code, veteran organizations have implemented "sponsorships" whereby some users are accorded free or discounted use of the Hall facilities. Funds that otherwise would be paid to the County as a use fee are directed to the sponsoring veteran organization who have utilized these funds for charitable activities within the community. Such sponsored organizations include square dance and union organizations. Although military service is
not criteria for membership in these organizations, military veterans are, or have been, members of these organizations.

Recent review by the Department of Facility Services discovered that the sponsorship practices are not consistent with the current rules. However, based on interviews with veteran organizations, the Department believes these practices have been long standing covering many decades and funds received from sponsored organizations are used for local charitable purposes.

To rectify this practice for the future, the Hall Board will allow the square dance group identified herein to use the Hall with no assessed use fee.

III. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

Effective in 2015:

1. The Mavericks square dance group shall be grandfathered as a user that will not be charged a use fee payable to the County.

2. Should the Mavericks square dance group discontinue their use of the Hall, their grandfathered status shall terminate. No grandfathered status may be assigned to another group.

3. No new groups shall be accorded free or discounted use of the Hall unless the group qualifies under provisions of Chapter 2 as currently adopted or as may be adopted in the future.

4. The practice of "sponsorship" shall be discontinued.

5. Each veteran organization receiving funds from a grandfathered organization shall disclose this relationship at the time such organizations are calendared for use at the Hall.

6. Each veteran organization receiving funds from a grandfathered organization shall track funds received from such organization(s) annually on a calendar year basis; shall document the charitable uses of funds; and shall provide a written annual report containing this information to the Department of Facility Services by January 31 for the prior year funds are received.

7. If funds received are in excess of charitable expenditures, such excess shall be payable to the County.

8. Union organizations shall pay full fees for use of the Hall in accordance with current rate schedules effective 2015.
VI. Effective Date and Signature

This MOU shall be in effect upon the signature of the Mavericks and the Hall Board authorized officials. It shall be in force from January 1, 2015 until the Mavericks discontinuance of Hall use. The Mavericks and Hall Board indicate agreement with this MOU by their signatures.

Signatures and dates
Mavericks Square Dance Club of Roseville  Roseville Veterans Memorial Hall Board

Ruth Moore 3-2-2015
Date

Data
Bayside Church SERVE Day 2019

On Saturday, September 28, we are shutting down our church services at all of our campuses and unleashing our entire congregation to serve the community. We are anticipating more than 10,000 volunteers to be used that weekend serving our community.

We are contacting your organization as we’d love to partner with you. The projects we are seeking range in all types of areas; fix it projects, painting projects, clean-up projects, outreach projects, family-friendly projects, etc. We are looking for any opportunities where we can make a difference and serve your organization.

Here are the volunteer shifts available that weekend:

• Saturday, September 28 – 8:30am -12:30pm
• Saturday, September 28 – 1:00pm -5:00pm

We can provide anywhere from 25 to 250+ volunteers to serve your organization.

Online applications are now open and will remain open until May 31, 2019. You can submit an application anytime HERE.

If you have questions about submitting a SERVE Day project, please feel free to contact me at brian.piazza@baysideonline.com. I look forward to working with you and making this an unforgettable SERVE Day for our entire region!

Thank you!
Brian Piazza
Bayside Church
SERVE Team 2019
Placer County Code
Chapter 2 ADMINISTRATION
Article 2.82 VETERANS MEMORIAL HALL GOVERNING BOARDS

2.82.010 Establishment of governing boards.
Each Veterans Memorial Hall established and maintained by the board of supervisors shall be governed by a board of trustees known as the "Board of Trustees of (fill in) Veterans Memorial Hall." (Ord. 5614-B § 1, 2010)

2.82.020 Constitution of boards.
The several boards of trustees shall be constituted as follows:
A. Veterans’ Organization Defined. “Veterans’ organization” means any duly recognized chartered organization composed solely of honorably discharged members of the United States uniformed military services.

B. Permanent Trustee.
   i. The supervisor in whose district the Memorial Hall is situated shall be a permanent trustee. Any supervisor may, but is not required to, appoint an alternate to represent him or her on the board.
   ii. Any supervisor may, but is not required to, appoint as such supervisor’s alternate an active member of a veteran’s organization.

C. Voting Trustees.
   i. For each Veterans Memorial Hall, one or more trustees with corresponding alternates shall be appointed from each veteran’s organization. If the number of veterans organizations is less than four, or if a veterans organization fails to recommend a trustee as hereinafter provided, the board of supervisors shall appoint as many additional trustees, who are members of veterans organizations, as may be necessary to constitute a board of five members, including a member of the board of supervisors.
   ii. Each year, on or before the third Monday in June, each veterans organization shall submit to the supervisor elected from its respective district the names of the veterans organization appointee and alternate whom the organization recommends be appointed to the board of trustees of the Veterans Memorial Hall. Thereafter, a meeting of the board of supervisors in the succeeding July, or as soon thereafter as reasonable, the supervisor of that district shall nominate to the full board of supervisors any such recommendation(s) the supervisor supports or any other member(s) of the organization the supervisor does support for nomination to the trustee board. This same procedure will be followed should a trustee or alternate position becomes vacant during the term of office.
D. Non-Voting Trustees. The supervisor of each district may appoint up to two nonvoting trustees, with or without alternates, from veterans organization auxiliaries and/or the general public to each board. These appointments do not require confirmation by the full board of supervisors. (Ord. 5614-B § 1, 2010)

2.82.030 Term of office.
The term of a sitting member of the board of trustees, including all trustee or supervisor alternates, will end August 31st each year, unless the BOS has not appointed new trustees, in which case the incumbent Hall board shall continue to act until the BOS appoints new trustees. Before discharging the duties of this office, each trustee and alternate shall take an oath of office, which shall be filed with the Placer County clerk of the board. (Ord. 5614-B § 1, 2010)

2.82.040 Compensation.
The office of the trustee is honorary, without salary or other compensation. (Ord. 5614-B § 1, 2010)

2.82.050 Meetings.
Each board of Memorial Hall trustees shall establish an appropriate schedule of regular meeting dates. Special meetings may be called in accordance with Section 54956 et seq., of the Government Code, for the transaction of necessary business. A majority of the voting members constitutes a quorum for business, and an affirmative vote of a majority of all of the voting members is required to exercise the powers of the board. (Ord. 5614-B § 1, 2010)

2.82.060 Open meetings.
All meetings of the board shall be open and public and shall be subject to the "Brown Act," Section 54950 et seq., of the Government Code. (Ord. 5614-B § 1, 2010)

2.82.070 President of the board.
Each board shall elect one of its members as president. The board of supervisors encourages the veterans' organizations to rotate this office among the various veterans' organizations making up each board of trustees. (Ord. 5614-B § 1, 2010)

2.82.080 Secretary.
Each board shall select a secretary who shall keep a record and full minutes in writing of all proceedings of the board. Non-voting members of the board may serve in this capacity. Minutes shall be submitted to the county two weeks prior to the next scheduled meeting, all other records shall be submitted to the county each year by August 31st. (Ord. 5614-B § 1, 2010)
2.82.090 Records public.
All records of the board shall be open to inspection by the public. (Ord. 5614-B § 1, 2010)

2.82.100 Removal of trustees.
Each veterans' organization may remove its representatives at any time. The board of supervisors may, in its sole discretion, remove any trustee at any time and may declare the office of trustee vacant. In accordance with Government Code Section 1770, the office of trustee shall become vacant upon the occurrence of any of the events listed therein. Vacancies shall be filled within thirty (30) days after their occurrence in the manner provided by Section 2.82.020(C). (Ord. 5614-B § 1, 2010)

2.82.110 Duties and powers of boards.
Subject to final approval by the board of supervisors, each board of trustees shall make and enforce all rules, regulations and by-laws necessary for the administration, government, and protection of the Memorial Hall. Such rules and regulations shall include, but are not limited to, provisions for:
A. Management of the Hall;
B. Fee schedule for rental of the Hall;
C. Policies and procedures for rental of the Hall, including clearance from local law enforcement agencies for all large gatherings;
D. Periodic inspection of routine maintenance and janitorial services. (Ord. 5614-B § 1, 2010)

2.82.120 Payment for use of Memorial Halls.
A. Free use of the Halls shall be accorded to county veterans groups.
B. Free use of the Halls shall be accorded to county departments for non-routine county business, nonprofit senior citizen or children activity groups such as 4H or scouts, and community service clubs as authorized by the Hall board in accordance with scheduling and use submittal requirements.
C. Reduced rates up to, but not to exceed fifty (50) percent of the designated rental fee may be granted by Hall board action to other community based nonprofit groups from the community in which the Hall is located. In all other instances, full payment of the designated rental fee shall be required. (Ord. 5614-B § 1, 2010)

2.82.130 Records of membership of veterans organizations.
Each board of trustees shall prepare and maintain a current record of all veterans' organizations that use the Hall and desire to be represented on the board of trustees. Said record shall contain the following information; in addition, any other information deemed appropriate by the board of trustees:
   A. Name of organization;
B. Legal form of the organization, i.e., corporation, unincorporated association, etc.
C. Mailing address of organization;
D. Total number of members of each organization;
E. Name and address and phone number of the presiding and recording officers of the organization. (Ord. 5614-B § 1, 2010)

2.82.140 Budget.
On or before the date specified for presentation of departmental budgets each year, the facilities department, in cooperation and coordination with each board of trustees, shall prepare and submit a cumulative budget for all Halls to the board of supervisors for the next succeeding fiscal year. (Ord. 5614-B § 1, 2010)

2.82.150 Annual report by trustees.
Each board of trustees, on or before the 15th day of July each year, shall make an annual report to the board of supervisors for the preceding fiscal year ending on the 30th day of June. The report shall give full statements of all property and money received, if any, whence derived, how used and expended, and such other information as might be of interest. (Ord. 5614-B § 1, 2010)

2.82.160 Organizational relationships.
Each Memorial Hall board may notify the Hall custodian of maintenance items; however, board requests for major maintenance items and other capital improvements should be presented to the building maintenance superintendent of facility services. If satisfaction is not achieved, the Memorial Hall board should contact the director of facility services, and if satisfaction is still not obtained, an appeal may be made to the board of supervisors. (Ord. 5614-B § 1, 2010)
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2018 Totals: 323 186 143 652

- Total Cancelations: 21
- Total Managed Reservations: 673