ROSEVILLE VETERANS' MEMORIAL HALL
Meeting Agenda
May 6, 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 March 4, 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. Trustee Recommendations/Applications - Emailed May 1st and Due
      June 3rd.
   c. Placer County Code Non-Compliance (2.82.020 C.i). (Attachment)
   d. Annual Report by Trustees Due July 15th (2.82.150). (Attachment)
   e. CEO Proposed 2019-2020 Budget Changes.

7. Action Items
   a. Review / Modify / Ratify Building Maintenance Project List. (Attachment)
   b. Discuss Adjusting Rental Fee Structure. (Attachment)
   c. Consider Fee Waiver / Reduction Request. (Attachment)

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

9. Announcements
   a. Next regularly scheduled meeting date: July 1, 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.
Meeting of Trustees on 4 March 2019 at 1000 Hours (10:00 AM)

Minutes of Meeting

1. Meeting called to order by Board President Raquel Mangone at 1000 hours (10 AM).

2. Pledge of Allegiance was recited.

3. Roll call of Trustees taken. The following board members were present: Raquel Mangone, VFW-Post 1487; Bonnie Gore, Placer County Board of Supervisors - District 1; Don Chapman, FRA - Branch 230; Philip Jordan, American Legion, Post 169. Sign in sheet was circulated for guest(s) and alternate board members to sign.

4. Minutes of 7 January 2019 meeting presented and approved upon motion of Chapman/Gore.

5. Public Comment: None presented.

6. Information / Non - Action Items:
   a. Discussion and review of work order;
   b. Discussion and review of 2018 MOU Income / Disbursement Reports;
   c. Discussion and review of Fiscal Year 2017 / 2018 Hall Costs & Revenue Report;

7. Action Items:
   a. Discussion and review of Building Maintenance Project List;
      i. Discussion on adding additional electrical outlets in the two small offices in the service room. Motion Jordan / Chapman to add electrical outlets to Projects List. Motion passed.
   b. Discussion on allowing Blue Stars Moms (BSM) the use of the hall starting at 18:30 Hours (6:30 PM) on 11 November 2019. Motion Chapman / Gore to allow BSM the use of the hall on Veterans Day 2019. Motion passed.
   c. Discussion on Mavericks dance group request to change their start time to 1700 Hours (5:00 PM) from 1800 Hours (6:00 PM) to allow set up of floor and equipment before the dance begins, with the exception that renter needs to pay rent until 1800 Hours (6:00 PM). Motion Jordan / Gore to approve the request. Motion passed.
      i. Discussion to consider food/drinks waiver from Kitchen rental requirement. Motion Jordan / Chapman to allow waiver. Motion passed.
   d. Discussion on Bayside Church SERVE Day 2019 Project Requests for Roseville Veterans Memorial Hall building, on Saturday, 28 September 2019. Motion Jordan / Gore to proceed with project requests and submit list to Bayside Church for consideration. Motion passed.
8. **Reports:**
   a. Late arriving correspondence; None submitted.
   b. Veterans Reports: VFW Post 1487 announced a crab feed on Saturday, 6 April 2019 at the hall.
   c. Hall Use Report: 2018 Hall Use Report submitted for review by the board; Discussion on groups to start reviewing requests for 2020 calendar.

9. **Announcements:**
   a. Next regularly scheduled meeting date is **6 May 2019, at 1000 Hours (10:00 AM).**

10. **Adjournment:** With no further business to be brought before the board, the meeting was adjourned at **1110 Hours (11:00 AM).**

Respectfully recorded and submitted,

________________________________________

Philip Jordan, Board Secretary

Minutes approved: Date ___________; As submitted ____; As corrected _____.
<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>2/1/2019</td>
<td>2681</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
<td>Closed</td>
<td>Continuing</td>
<td>3/5/2019</td>
<td></td>
</tr>
<tr>
<td>2/1/2019</td>
<td>7621</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Closed</td>
<td>Continuing</td>
<td>3/5/2019</td>
<td>44.5</td>
</tr>
<tr>
<td>2/28/2019</td>
<td>31102</td>
<td>Water fountain not draining. Water is pooling on the surface.</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>3/5/2019</td>
<td></td>
</tr>
<tr>
<td>3/1/2019</td>
<td>17682</td>
<td>Perform preventive maintenance as per procedure details. (HVAC)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>3/1/2019</td>
<td></td>
</tr>
<tr>
<td>3/20/2019</td>
<td>32270</td>
<td>Main Hall exit door that leads to parking lot (door to the left of the stage) does not latch unless its pushed closed. The spring hinge is working. Its almost like either the door or the frame has swelled because of the wet weather(?)</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>4/2/2019</td>
<td></td>
</tr>
<tr>
<td>3/1/2019</td>
<td>2682</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
<td>Closed</td>
<td>Continuing</td>
<td>4/2/2019</td>
<td></td>
</tr>
<tr>
<td>3/1/2019</td>
<td>7622</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Closed</td>
<td>Continuing</td>
<td>4/2/2019</td>
<td>52.5</td>
</tr>
<tr>
<td>3/25/2019</td>
<td>32359</td>
<td>Main entrance doors to the foyer are not shutting on their own force. They are rubbing slightly together and requie a small effort to close completely.</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>4/2/2019</td>
<td></td>
</tr>
<tr>
<td>4/1/2019</td>
<td>17683</td>
<td>Perform preventive maintenance as per procedure datils. (HVAC)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>4/3/2019</td>
<td></td>
</tr>
<tr>
<td>4/9/2019</td>
<td>39005</td>
<td>Main Hall exit door to the left of the stage has to be lifted up in order to get it closed.</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>4/9/2019</td>
<td></td>
</tr>
<tr>
<td>4/23/2019</td>
<td>39452</td>
<td>The light above the fuse panel is out and needs to be replaced.</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>4/26/2019</td>
<td></td>
</tr>
<tr>
<td>3/6/2019</td>
<td>31630</td>
<td>Lock on cabinet #3 in basement is broken.</td>
<td>Closed</td>
<td>Medium 1-3 Days</td>
<td>4/25/2019</td>
<td></td>
</tr>
<tr>
<td>4/1/2019</td>
<td>15877</td>
<td>Perform preventive maintenance as per procedure details (EXIT SIGNS)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>4/26/2019</td>
<td></td>
</tr>
<tr>
<td>4/22/2019</td>
<td>37786</td>
<td>Perform preventive maintenance as per procedure details (ROOF)</td>
<td>Closed</td>
<td>Low 1-10 Days</td>
<td>4/29/2019</td>
<td></td>
</tr>
</tbody>
</table>
# ROSEVILLE VETERANS MEMORIAL HALL
## Work Order and Custodial Hours Report

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>KEY for Status Column: <strong>Open</strong> - work order issued, supervisor to review and assign. <strong>In Progress</strong> - work order assigned to an employee &amp; in their queue to begin. <strong>Closed</strong> - work requested is complete.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Date</td>
<td>Request ID</td>
<td>Original Message</td>
<td>Status</td>
<td>Priority</td>
<td>Date Closed</td>
</tr>
<tr>
<td>18</td>
<td>4/30/2019</td>
<td>39624</td>
<td>ACCO to repair bad float on swamp cooler.</td>
<td>In Progress</td>
<td>Low 1-10 Days</td>
<td></td>
</tr>
<tr>
<td>19</td>
<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>
</tr>
<tr>
<td>20</td>
<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>
</tr>
<tr>
<td>21</td>
<td>4/1/2019</td>
<td>2683</td>
<td>BLDG MNTC SUPERVISION MEMORIAL HALL ROSEVILLE</td>
<td>Open</td>
<td>Continuing</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>4/1/2019</td>
<td>7623</td>
<td>CUSTODIAL ROSEVILLE MEMORIAL HALL</td>
<td>Open</td>
<td>Continuing</td>
<td></td>
</tr>
</tbody>
</table>

Date Printed: 4/30/2019
Form Revision: 5/23/18
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)
# 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>$3,000.00</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>$5,000.00</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,</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>and ceiling fans in Veterans offices. Project remains</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>deferred.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Additional Outlets (Veteran offices)</td>
<td>3</td>
<td>Deferred</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$1,200.00</td>
</tr>
<tr>
<td></td>
<td>3/18/19 DE 1% No NTP No ECD: Hall board added project to list on</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3-4-19 through board action. WO created to have in-house</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>estimate prepared to add outlets.</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>$1,000.00</td>
<td>$714.00</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td><strong>Roseville Hall Total Estimate</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$8,150.00</td>
</tr>
</tbody>
</table>
# ROSEVILLE VETERANS MEMORIAL HALL

## Rental Fee and Time Frame Schedule

<table>
<thead>
<tr>
<th>Hall Rental Time Frames</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement and Kitchen</td>
<td>6 am - 2 pm</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2 pm - 10 pm</td>
<td></td>
</tr>
<tr>
<td>Main Hall and Service Office</td>
<td>8 am - 6 pm</td>
<td>8 am - 5 pm</td>
</tr>
<tr>
<td></td>
<td>6 pm - 1 am</td>
<td>5 pm - 1 am</td>
</tr>
</tbody>
</table>

## Hall Rental Fees PER Time Frame

<table>
<thead>
<tr>
<th>Hall Rental Fees PER Time Frame</th>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement</td>
<td>$60</td>
<td></td>
</tr>
<tr>
<td>Basement and Kitchen</td>
<td>$90</td>
<td></td>
</tr>
<tr>
<td>Main Hall (Sun-Fri before 6pm)</td>
<td>$75</td>
<td></td>
</tr>
<tr>
<td>Main Hall (Friday after 6pm)</td>
<td>$125</td>
<td></td>
</tr>
<tr>
<td>Main Hall (Saturday dances)</td>
<td>$250</td>
<td></td>
</tr>
<tr>
<td>Main Hall (Parties, receptions, etc.)</td>
<td>$300</td>
<td></td>
</tr>
<tr>
<td>Service Office</td>
<td>$60</td>
<td></td>
</tr>
<tr>
<td>Service Office in conjunction with Main Hall</td>
<td>$30</td>
<td></td>
</tr>
<tr>
<td>Fireplace Room (requires Board approval)</td>
<td>$60</td>
<td>Remove for Public</td>
</tr>
<tr>
<td>Auxiliary Lodge Room (requires Board approval)</td>
<td>$90</td>
<td>Remove for Public</td>
</tr>
<tr>
<td>Refundable Security / Cleaning Deposit</td>
<td>Double Rental Fee</td>
<td>Double Rental Fee</td>
</tr>
</tbody>
</table>

If food / drinks are present, Kitchen rental is required.

---

7b Attachment: May 6, 2019 Agenda
Veterans Memorial Hall Request

For Rental Fee Waiver or Reduction

In accordance with Placer County Code Chapter 2 Section 2.82.120, Payment for use of Memorial Halls is governed by the following provisions:

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 activities groups such as 4H or scouts, and community service clubs as authorized by the Hall board in accordance with use submittal requirements.
C. Reduced rates up to, but not exceeding 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 free shall be required.

This request form must be completed in order for the Hall Board to consider a rental fee waiver or reduction. Rental fee waivers or fee reduction may only be granted by action of the Hall Board. Approval of a fee waiver or fee reduction does not affect any required security deposit or proof of liability insurance.

Requested Date(s): Oct 10-13, 2019 Type of Event: "Day Camp" sewing/ quilting
Group Name: Roseville Quilters Guild
Applicant Name: Colleen Voet
Phone: 916-771-0259 Email: colleenvoet@gmail.com
County Facility Requested: Roseville Veterans Memorial Hall
Area(s) Requested: Basement / kitchen

Qualifying Waiver/Reduction Provision: (see descriptions above and circle the applicable one below)

Section 2.82.120.A.
Section 2.82.120.B. [Circle]
Section 2.82.120.C. Percent of Fee Reduction Requested (no more than 50%): 

Justification why you qualify (a letter to the Hall Board may also accompany this request):

We are a nonprofit organization. A large part of our resources are used to make and donate quilts and pillowcases to hospitals and other community organizations. In 2017-18 we donated 243 quilts. (see attached)

******************************************************************************

ACTION TAKEN BY HALL BOARD

Fee Waived: Approved / Denied (circle one)
Fee Reduced: Approved / Denied (circle one) Percent of Fee Reduction: ________%

Board Chair Approval: ____________________________ Date: ____________________________
152 preschooler sets (a small quilt, a book, and a stuffed animal), 413 pillowcases, and 66 quilts of Valor (each with a pillowcase). In the year before that, July 2016-June 2017, we donated 241 quilts, 68 preschooler sets, 352 pillowcases, and 75 quilts of Valor. We donate to a variety of local community organizations serving adults and children. In addition, at Christmas we make and donate stockings to send to troops overseas.