

Buffalo Community Center Committee meeting called to order at 5:46 on January 31, 2022 by Chair Mary Moore, present Austin Miller, Brandy Harland Manager, Sally Rodriguez Mayor, and Tanna Leonard City Clerk.

Review of Financials

Clerk updated the committee with financials. The last audit recommended that a reconciliation of the event contracts be performed, and she showed the committee a spreadsheet and asked if it was adequate. She reported revenues of \$9,249.00 and expenses of \$3,112.45 for the month of January. Donations from Windsor for the parking lot upgrade for \$3,225, and Judy Hammons for \$25.00. All other revenues were from rent, and alcohol sales.

New Contracts

Manager Harland reported that she was booked for the month of March for weekends and February had several events, including birthday party, corporate holiday party, vendor shows and a fundraiser.

Flooring

Harland reported that she submitted the final invoice for the floor and that all the work was completed, and it looked fabulous.

New Business

Harland reported that she is planning on ordering new curtains for the windows and that Theresa Rochau had offered to donate funds for the purchase. Harland reported that they would be within her spending allowance.

Harland requested that Renee Peek and Don Harland be approved to utilize the Community Center for an event as allotted for all those that volunteer throughout the year. Peek requests May 29th and Peek request June 11th. Motion by Moor and seconded by Miller to approve the volunteers to utilize the center for these dates.

Harland requested permission to utilize the center for a fundraiser and to issue a check for \$250 to Double H Entertainment to provide DJ services for the event. Motion by Miller and seconded by Moore to authorize the Clerk to create a vendor payment for \$250 to Double H Entertainment.

Harland discussed officers periodically stopping in for events.

Next Meeting Proposed is March 21st, 2022 at 5:30pm.

Motion by Moore and seconded by Miller to adjourn the meeting at 6:04pm.