

## GSP Committee Meeting Agenda & Minutes

Thursday, August 08, 2024

Call to order: 7:03 pm

### Committee Members

Debi Pavey Chair GCG Rep	Werner Jud Treasurer GCG Rep	Dan Zubal Secretary COG Rep	Neena Jud  GCG Rep
Fred Ball  DUG Rep	Jerry Brandenburg  GCG Rep	Dana Sutherland  COG Rep	Pat Hutson  BGG Rep

### Sub-Committee Members

Open Caretaker	Scott Pavey Equipment Technician	Meg Gaskin Social Events Coordinator	<del>Darryl Marsh</del> Scouts Coordinator
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### Additional Attendees

Kevin Lorms	Jared Embree	Pat Gibson	Kelly McNamara
Andy Schofield	Suz Gagnons	Kyle Rinehart	

### Announcements

WJ: The RKC 2023 990 Tax Return has been filed and accepted by the IRS.

### Secretary's Report

Motion to accept the amended minutes: WJ

Second: JB

Vote: None opposed

### Treasurer's Report

We received facility payments from KOR, awaiting camping fees once all the data is entered into the computer by Gary Bush.

WJ suspects more electricity is being used than what people are paying for.

Income exceeded Expenses in the month of July.

See Werner for full report.

Motion to accept the treasurer's report: DZ

Second: FB

Vote: None opposed

### Sub-committee Reports

#### Miscellaneous Property Maintenance

- Update on caretaker residence clean-up process
  - Sliding door lock – Fred has on order
  - Window dressings – Debi purchased and Scott will bring down on 8/10
  - Master bath vanity/counter replacement – Werner purchased, needs to be installed
  - Plumbing repairs – ongoing, Werner could use help

- Drywall repairs – ongoing, Werner could use help, and at least 2 sheets of preferably 3/8” drywall (if that’s not available maybe 1/4”).
- Repair/replace broken window/screens – Werner has parts, some are completed, some ongoing
- We cannot move forward with a new Caretaker until the house repairs are complete
- Tractor repair in October – Scott Pavey
- Ticket house renovation – Werner Jud/Scott Pavey/Jerry Brandenburg – above ceiling work sufficiently complete to be ready for the installation of the ceiling boards.
- Atlas Pillar Electric Panel Replacement – Werner Jud is researching panel options.
- Shower House Roof re-shingling – James Clements has been having truck issues.
- Waterline – PR3 Replacement – Werner Jud
  - A small group of people is committed to working on this project on weekend of 9/6/24. There are blue flags around the spots we want to dig.
- WiFi – Patrick Gibson/ Dan Zubal
  - The wireless bridge is working to get wifi to the Shelter.
  - Phone calls over the internet on people’s individual phones (VOIP) from the Shelter is available – if you know how. Patrick will prepare an instruction sheet to be posted.
  - There has been a phone in the mailbox at the CR for emergencies. We should add a sign in the Shelter directing people to it.
- Locks & Gate Combo
  - Change front gate code – draft letter is written, on hold until January 1, 2024 to allow time to notify vendors, service providers, and managing grottos to distribute to their members.
  - Other lock box codes will also be changed at that time.
  - Andy Schofield has an idea on gate modifications, but he has not finished drafting his email to explain it.
- Cameras – Patrick Gibson/Dan Zubal/Fred Ball
  - The preferred system will allow authorized individuals to view the cameras remotely.
  - We determined that we should purchase two (2) 4K cameras at this time. This system is expandable with additional cameras, so we are not limiting ourselves.
  - Power over IP devices are not included with cameras.
  - NJ made a motion to budget \$1,300 for two (2) 4K cameras and all the equipment needed. FB seconded.
  - FB will provide cabling but requested distances to camera locations to trim cables to length.
  - Dan to compose email listing out all parts and pieces to purchase for a complete two camera system.
  - Jared suggested placing signs at the Preserve advising people that we now have cameras and are filming. Scott will bring a sign stating “smile-you are on camera” to place at the front gate.

### Caretaker Search Report – Open

- This discussion will be taken offline - There will be a meeting at Caver Appreciation Weekend, on Friday the 13<sup>th</sup>, at 8 PM at the CR.

- Our goal is to leave that meeting with a compiled description of Caretaker’s responsibilities/ duties.
- Decision to start interviews by the end of September. At least two interviews with a preferred candidate.
- Folks who have expressed interest in the Caretaker Position:
  - Kelly McNamara
  - Jacob Dunnohew
  - Joe Morgan
  - Kristen Harper

### **Social Activities Chair Report – Meg Gaskin**

#### **OPEN HOUSE (May 17-19, 2024) – report by Kelly McNamara**

- Debi Pavey, Kelly McNamara and Kevin Lorms to meet to reconcile the Open House records each has.
- Final Open House Report – Kelly McNamara and Kevin Lorms will meet and prepare something to report at Caver Appreciation.

#### **KOR (June 20-23, 2024) – Nina Soluski**

- Final KOR Report– Not yet available, waiting for final attendee numbers from Gary Bush

#### **Caver Appreciation (September 14, 2024) – Meg Gaskin & Debi Pavey**

- Event posted on FB
  - The day’s Schedule will be posted on the FB event when it is completed.
- Debi sent an email to Grotto chairs requesting nominations for Caver of the Year, no responses received yet.
- Two nominations have been received for Certificates of Appreciation.
- Scott & Jerry will be hosting a kitchen and mower training event 10 am Saturday morning in response to recent requests/complaints by COG about lack of training availability.
  - The trainers will utilize caution while assessing the knowledge of the trainees and will keep in mind that it is acceptable (for the sake of the equipment) to fail a trainee.
  - Mower training will only occur on the John Deere at this time.
  - No training will occur on the tractor until it is repaired.
- It was decided that there should be sign-in sheets for use of equipment such as mowers inside the tractor barn door, and another sign-in sheet for accepting responsibility of the kitchen while it is unlocked posted inside the kitchen door. These will be on clipboards or something. Debi will prepare them.
- Debi created a form specifically for kitchen training without referencing keys to eliminate confusion between documents. Debi maintains a list of who has been trained on the kitchen. The PDF form is in the Microsoft online library.

#### **Halloween Party (October 26, 2024) – Meg Gaskin with Kelly McNamara & Tera Williamson**

- Event created on FB
  - Announcements/invitations will be sent to each grotto newsletter as well.
- Pot luck dinner
- Costume contest
- Cornhole games will be available in the field.
  - A temporary pole mounted light may be connected to the power in the field.
- Plenty of firewood will need to be acquired or gathered.

- Scott will be able to bring the Daiquiri whacker!
- In order to have tractor rides, PH will bring a tractor
  - We will need 6 bales of straw
- This will likely be the last weekend the Hot Tub will be operational this year, per PG.
- Will be relatively kid friendly

## Status Reports

### Field Trips – Neena Jud

8.9.24 – Laurel County Home school group  
 10.18.24 - Corbin School of Innovation  
 Additional invitations are being sent out to schools and teachers.

### Scouts – Darryl Marsh

No update

### Lyla Requests – Debi Pavey

8.7-8.9.24 - Lyla - Faith Chapel Revival (6-9pm in the cave) – WJ/NJ will be onsite.  
 8.17.24 - Lyla - Pheasant Run Church (Shelter, cave) – DP/SP/FB will be onsite.  
 9.28.24 @ 10am-3pm – Renner Reunion - cave, shelter, kitchen & grill

### Friends of GSP

DP will reach out to the Brickleys to see if they are still interested.

### GSP Committee Grotto Composition

Will be discussed at next RKC meeting on September 8.

- Reminder to all to review the Strategic Plan as well.

### CR repayment Fundraising

- Fundraising ideas
- Review list from Neena Jud – No update
- John Agnew works auction? – No update
- Caver appreciation – we will try to have some fundraising activities.
- Halloween party – Meg will have some fundraising activities
- CR Repayment Fundraising
  - GSP33 – PG reports that a couple of people are considering joining
  - Forgiveness letters – Meg has a draft, looking for feedback.

### Website Email

- DP has received a test email from the group form. This shows that Gary has been working on it.

### Climbing Wall

- Is anyone willing to lead this? Not at this time - topic can be closed for now. Discussions can be resumed in the future – check meeting minutes for the history.

### New Business

#### Kitchen & Mower Training

See notes above under Caver Appreciation about kitchen and mower training. The training form will need to be filled out and sent to Debi Pavey. She will not accept digital signatures.

It was agreed that any committee member that wished to be a kitchen trainer could do so, provided they fully understand what they will be talking about.

PG asked if it was possible to get a second set of loaner keys for each grotto that has at least two representatives? DP will need to check key inventory.

**Additional Property Event Request**

- Someone asked about having a wedding in the cave. DP sent the standard response to a member of the general public declining because we are not a commercial venue.
- Subsequently Amy Lindemuth with BGG asked about a caver’s wedding at GSP in late May or early June 2025 with over 100 guests. DP will follow up to find out more information, especially determine dates relative to Open House & KOR.
- NJ reminded all that the Masons have a reservation for the Cave for another ceremony on October 12, 2024. Fred Ball will sponsor them again.

**Project List – not specifically discussed**

Task	Priority	Budget	Assigned To	Due Date
Quickbooks software conversion			Werner Jud	
Bridge (or Modify Spillway Access) to the Point			Scott Pavey Pat Hutson	
Shower house roof re-shingle			James Clements	
Shower house roof vents install			James Clements	
Leopold bench @ Ellie’s Plaque			Werner Jud	
Entry drive repair				
Kitchen electrical panel replacement				
Kitchen exterior conduit update				
Repair and seal walls against rodents				
Ticket house electrical			Werner Jud	
Ticket house ceiling			Jerry Brandenburg Scott Pavey	
Ticket house walls			Jerry Brandenburg	
Ticket house memorial plaques			Neena Jud	
Hiking trails signage repair / replacement			Dana Sutherland	
Hot tub construction			Patrick Gibson	
Wi-Fi setup and reconnection			Patrick Gibson	
Water line upgrades			Werner Jud	Ph 1 compl. March 2024

**Next Meeting**

Next meeting to be Sunday September 15, 2024 at 10:00 at the CR.

Motion to Adjourn (9:07pm): DZ  
 Second: FB  
 Vote: No opposition