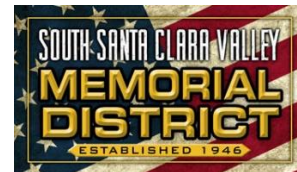


74 West Sixth Street #A
Gilroy, CA 95020
408.842-3838
Fax: 408.842.1365
www.sscvMemorialDistrict.org



To: Gabe Perez, John Ceballos, Ray Sanchez, Phil Garcia, Ermelindo Puente, Kirsten Powell
From: Christine West
Date: May 8, 2020
Subject: Staff Report

Staff Report

Happy Red Friday! Be sure to wear red to remember everyone deployed!

Pandemic Status - The Gilroy Vets Hall, including the bar, has been closed since March 17th. Christine still goes in every couple of days to check mail and the building in general. Gary and Bobby have been going in to check on the building, put out trash, open the gate for gardeners, and do some extra cleaning. The building will remain closed through the current shelter-in-place date of May 31 and rentals have been cancelled through that date. Even after that date, the Hall is still likely to be closed to public events to prevent large social gatherings. It's still a wait and see situation.

Christine has also been in contact with the attorney, Kirsten Powell, a couple times of week to check on procedures and general county and state updates. Together they have followed all leads, including many from CSDA, on potential funds to make up for lost revenue during this building closure. Unfortunately, at this time there are no sources open to the District.

Rentals – Through May, the District has lost \$9,200 in booked rentals. There are additional days we would probably would have also booked so in reality it's more than that. On a positive note, Mark Segovia has rented the kitchen once a week for his catering business. He does delivery meals for 4. Check out his Facebook page for upcoming menus.

Blood Drive – Chris Miceli, through the CHP Area Office, is working with the Stanford Blood Center to hold a blood drive at the Gilroy Vets Hall. Originally scheduled for April 23 it has been moved to May 26. Blood drives are deemed essential services so this event is approved.

Contractors/Employees Transition – As previously mentioned, the biggest roadblock to this transition is getting the software from Sue transferred to the District's online accounting package managed by Christine. It was finally determined that the two systems could not be merged. As a result, Christine re-entered all the data for the three bank accounts for this current fiscal year into her system. This took a lot of time but will be worth it in the end. This will help in the budgeting process as all the accounts are in one system and reports can more easily be compiled.

Roof Repair – After the last big rain a couple of weeks ago, the water spots in the ceiling in the main hall have gotten larger. SemperSolar, a veteran owned roofing and solar company, came to inspect and bid the project. While the leaks are probably minor repairs, the expensive part will be the removal of the solar panels. The company will

provide a bid for solar panel removal/replacement and roof repair. In the meantime, Christine will check to see what the solar company will charge to remove/replace the panels. If the solar company is cheaper, then additional roofing bids will be obtained. Any and all work will continue to health official guidelines.

Storage – Since the outside beer cooler is broken and will be removed, there is a question of where to store the excess beer. The Bar Council has decided it doesn't need the outside cooler and can store excess in the liquor room. However, the liquor room is already pretty full. Christine discussed the situation with the Color Guard and Bar Council. The decision is to remove the white cabinet that is general storage for the District and put locking storage where the beer cooler was. This locking storage will hold District items. Then the Color Guard items will move more towards the door and an additional locking cage will be put in to store the excess beer. Of course, all this can't be done until the old beer cooler is removed, which will be done when the new ice machine is installed.

Memorial Day – Christine is on the Memorial Day Parade Committee. On April 3, the committee decided to cancel the parade and park activities. It is still up to VFW as to whether there will be a Remembrance Ceremony, live or videotaped. Christine is working with Tom Brozene and his sons to create a Taps video that can be played at 3pm on Memorial Day. This will be put on the Hall's Facebook page. She also drafted a letter to the editor to help people find ways to honor fallen heroes on this day, but it's from the Memorial Day Parade Committee. To make sure the Veterans Hall is represented, she created a half-page ad listing Gilroy's Fallen Heroes, which will run in Gilroy Life alongside the letter to the editor. Finally, Christine and Gary put up the window display of Gilroy's Fallen Heroes at the Vets Hall. It will remain up all month. The Facebook page will also include postings all month long to honor our fallen heroes.

Marketing – The Veterans Hall rack card and memorial brochure were produced more than 5 years ago. These marketing pieces needed updating. Christine updated the info and had them printed. They have already arrived. The rack cards will be put on display at the Hall and the memorial brochures will go in the Hall and at Habing's.

Web Site & Social Media – With all this downtime, staff has been working on updating the web site (GilroyVeteransHall.org or sscvMemorialDistrict.org) and social media (Facebook page and Nextdoor.com). One new item on the web site is the Gilroy Veterans Memorial page. It's located under the Gallery tab. This is a page that describes the Veterans Memorial at Christmas Hill Park. It includes a roster of all the bricks currently placed and their location, a map to help identify where the individual bricks are placed and an order form. While this is a VFW project, staff often gets questions about this and now we can better answer questions. It's still a work in progress and we will be uploading pictures of the bricks too so if someone lives out of town or is not able to go to the park they can see their brick. Check out both the web site and the Facebook page and let us know what you think.

Veterans Assistance – Staff has been reaching out to veterans to make sure they are ok and if they need anything. In some cases, we have delivered necessities - toilet paper, food and batteries. Contact continues with Danny Molina from the VA and

Michael Gonzales and Natalie Lara from the Santa Clara County VSO follow up on local veterans and make sure they are getting what they need.

General Office – Staff has also had time to follow up on loose ends and research things that have been on the back burner. So time has been well spent.

Next Board Meeting – May 18. Please plan on at least a short conference call.