

HOUSE COMMITTEE MEETING

December 12, 2016

Lodge Report/Draft Minutes

(Approved Minutes available in Lodge Office)

Meeting Type – Regular Monthly Meeting.

Brandt absent; Fajardo, Hill, Howe, & Schuster present

(Karen Woodbeck, Nancy Oakes, Vicki Roberts, Terry Smith, Vicki Storment, and other lodge members were also present.)

Minutes from last meeting

The minutes of the November 14 meeting were read and approved.

Standing Reports - Metrics

Bar – Fajardo Business was down in November. Cost of Goods Sold is at 41% YTD

Janitorial – Brandt No report

Bingo – Howe Report opportunity prompted discussion of bingo player access to building as related to interference with janitorial service. Inner Guard Smith will make an announcement at the next Lodge Meeting that doors will not open on Sunday until noon.

Kitchen – Brandt Reporting for Brandt, Fajardo stated COGS was a high 60% in November. Leading Knight Karen Woodbeck interjected that some event food expense may have been incorrectly entered as kitchen expense. This will be monitored in the future to prevent future occurrences.

Unfinished Business

1. Dishwasher update The cost of returning the washer that was delivered is prohibitive consequently, it and the counter space is being modified to fit. Repairs to the floor will be made in tandem.
2. Janitorial Cost Containment/Service update A decision was made to purchase a timeclock. Those close to the issue stated that Brandt is still working the problem with regard to scheduling and performance.
3. Kitchen needs – Ventilation, Equipment Secretary Smith is moving forward with the necessary repairs/additions to the ventilation system. Fajardo has not had the opportunity to pursue cookware and service equipment purchase options. The action remains open.

New Business

4. Electronic communications – Bylaws review A question of whether or not the Bylaws had to be amended to allow voting by electronic communications approved at the last meeting was answered in the negative. The practice, as defined and approved, is acceptable.

Discussion for the good of the order

Information regarding budget analysis for application to future budgets was presented by Leading Knight Woodbeck. Other discussion most relevant to Board responsibility was deferred to the Board meeting.

Adjournment

The meeting was adjourned at 3:30 PM.