

## Kitchen Meeting Minutes

April 17, 2017

4:00 PM

In Attendance: Susan Kovas, Chair, Angela Douglas, Watt Moore, Gloria Kellerhalls, Chris White, Cynthia Curtis

Susan Kovas, Chair, opened the meeting with a discussion of the need for a contractor to be hired. Carlos Williams and his group of volunteers were not allowed to do the work. Susan Kovas made a motion to accept the bid from Bobby Craig for \$3800.00. Motion carried and was unanimous to accept his offer. Melodie Tate will be asked to write a letter to the contractors whose bids were not accepted.

Watt Moore presented his drawings for the Heat/Air System. He proposed the following:

- 2        3 ton units in Farmer's Market
- 1        4 ton unit in Warehouse
- 1        3 ton unit in Kitchen with ducts through drop ceiling.

Condensing units to be placed outside on left of building in alley behind chained link fence.

Estimated cost: \$40,000.00

Drawings have been sent to Mr. Carpenter in Gastonia who will draw it up professionally. The cost will be several thousand dollars.

Angela Douglas will speak with Mr. Jeff Gardner at the CCSD about using the alleyway for the condensing units as it belongs to the School District.

Mr. Watt also had a bid from Eddie Black in Rock Hill for \$3200 to move the commode away from the wall and complete fixtures and plumbing. The Committee declined to bid this work out as work is still owed by Gardner's Plumbing.

Chris White was asked to find out if Shelley could pull up the former Heat/Air RFP used on the Recreation Building for us to work from.

In disposing of the Stainless Steel Boxes, Angela Douglas brought up the fact that if the City owned them, they would have to be disposed of through a resolution. However, they actually belong to the CCA and should be disposed of through the CCA. Mrs. Kellerhalls agreed to take care of this.

The quote for the Stainless Steel from Shugart is not needed as the stainless will be a part of the hood which comes with the stove.

Angela Douglas is working on the RFP for the equipment bid. She is having to hand type it into the form as it is not in PDF format.

Next, the hiring of a kitchen manager was discussed. Mr. White was briefed on the type of manager we are looking for. The Colleton County Description is one that we can begin to look at. York Tech and CPCC have food programs who could provide candidates for the job. Several names of trained food preparers were discussed.

With no further business, the meeting was adjourned.

Respectfully Submitted, Susan Kovas