

**WEST POINT INN ASSOCIATION
BOARD OF DIRECTORS MEETING**

Monday, June 8, 2015, 7:00 PM
220 Nellen Ave
Marin Municipal Water District
Board Room
Corte Madera, CA 94925

MINUTES

Meeting was called to order at 7:08 pm by Vice President Bob Newcomer

Board Attendees: Joel Blackwell, Ward Flad, Jan Gauthier, Pete Martin, Bob Newcomer, Brenda Roberts, Olene Sparks

Board Members Absent: Fred Runner, Fran Rondeau

Others: Ward Flad – Parliamentarian, Bonnie Jones – Secretary, Mark Northcross - Treasurer

APPROVAL OF MINUTES

Minutes of May 11, 2015- motion to approve made by Brenda Roberts and minutes were approved by acclamation.

PRESIDENT'S REPORT

Heritage Nights(s) were a big success.

One Tam: Fran has written to Mike Swezy inviting him to come to the August Board Meeting to do a presentation on the organization. Joel has volunteered to look further into this organization. Fran feels that we must be a part of it and unofficially we are already.

Calendar: Next year's calendar needs to get done. Fran requests everyone look at what she will send out and make suggestions for additions so that Rose can block necessary dates. Need to block out dates in August.

Water Tank: New water tank has been ordered and won't arrive for six weeks. MMWD will install as soon as they can after delivery. Brenda noted that we need to get final price in writing before we allocate funds.

Water Conservation: On June 8, 2015, Greg van Trump from the Conservation Assistance Program went up to the Inn to look at ways we might save water: free shower heads and faucet aerators are available if we need them. Greg is an expert in water conservation and has advanced training in water catchment design, too. Three high-efficiency toilets; need aerators on some sinks. Pete suggested asking Greg if we need commercial-level toilets in public restrooms.

Pat Williams requested a map made by OneTam to put in the parlor. The map is made of a stiff PVC material and is free of charge. The prints are excellent quality and laminated. They are about 5/32" (4mm)

thick, about as stiff as the cover of a three-ring binder. The Board would like to review map prior to authorizing placing these maps in the parlor.

COMMITTEE REPORTS

Treasurer's Report: Mark Northcross - Continuing good news in terms of fund balance. Tax refund progress - no word - Mark will meet with County directly.

Building & Grounds: Brenda Roberts - The following work was completed since the last meeting:

- Crown Molding Delivered to Inn; painted and ready to install at next work party
- Blinds installed in the Member's Lounge East Window; Innkeepers have made a wand to push up and pull down the blind. It is stored in the table/chair closet
- Removed stoves, toilets from basement and took to dump
- Delivered the new pancake grill to the Inn yesterday
- County Official, Bill Kelly has agreed renew roofing permit with no penalties. Asked that I submit drawings for the future roof repair
- Four General Contractors have been contacted and plans sent to them electronically. They are all invited to a bid walk on June 15 and all have accepted. (John Olsen, Al Holfman, Al Rushton, Mark Labourdette) All are in the county, nonunion and have 30 to 35 years of experience.

Ward Flad asked if the Board has considered a metal roof -- discussion ensued regarding pros & cons.

ADA cabin - four General Contractors (see report). Conference call with Richard & Kevin & Ben Jong - two issues surfaced -

1. ADA compliant - cabin needs ADA access to Inn. Existing ramps are out of compliance. We must demonstrate that ramp from handicapped parking space & Members' lounge meet compliance standards prior to issuance of permit. (2006 MMWD report).
2. Richard wants an alcove on West side of cabin for wheel chair to turn around - not required.

We are now ready to submit plans to the County - Mark will talk to Ben tomorrow.

Communications/Website Committee: Jan Gautier - meeting with new webmaster tomorrow. Checking with Rose - reservations correct. Joel will finalize Members' section. New photos - send to Jan - Members' area. Folders set up - need to prioritize the folders. Jan has Newsletters (going back to 1983). Probably go live in about two weeks.

Development Committee: Ward Flad - two focuses

1. approach members about fund raising (esp estate planning) - we will need a budget for refreshments - need to set up a date
2. broaden scope of contacts - one idea - raffle at PKB (mid-week cabin) - name & email address. Raffle card in each room - monthly? (single night in Inn mid-week). Details discussed.

Fire & Safety: Pete Martin/Joel Blackwell - contract is signed for alarm system installation date to be determined (prior to next Board meeting). Expected - three days of work. Panel will be in Innkeepers quarters.

Defensible space - 300' - GPS (MMWD) measured horizontally - need further clearance. Committee is concentrating on SW facing slopes. MMWD has crew working on the Mountain - five days - WPI - split cost. Pete will follow-up about billing confusion. Concerns about pine & Douglas Fir (large trees) further down slope - outside clearance perimeter. Pete mentioned Tamalpais fire crew as excellent group to engage.

Pete recommended - Drought preparedness outline - i.e., potable water delivered to Inn - process, potable water truck vendors, special meter etc. Mark will take this on. We need to verify water consumption.

Hydrants & hose boxes - 2" pipe - use 1-1/2" hose 65 GPM. When we open second hydrant - drops pressure & fire sprinkler operation affected. Recommend connecting to 4" line. Pete brought up concerns with the interconnectedness of these systems.

Garden Committee: Kathleen Kopp – no report

Heritage/History Committee: Fred Runner/Linda Hulley + Carl Nolte, Marilyn Skaff, Nancy Skinner, Olene Sparks - no report

Historian: Fred Runner - no report

Housekeeping: Fran Rondeau – no report

Membership: Gordie & Lynn Mac Dermott -

Joel Blackwell made a motion to approve members which was second, and all new members were accepted unanimously.

Amy Wagner & Philip Nicol of San Anselmo sponsored by:
Kevin Krick & Laura Childress

Amy Lindburg of San Francisco sponsored by:
Frances Sullivan & Paula Grosse

Ken & Kathy Hayes of Emerald Hills sponsored by:
Duncan McCandless & Gary Wren

Carol Di Benedetto & David Ballinger of S.F. sponsored by:
Susan Arthur & Cindy Shaw

Nate & Antonette Lee of San Francisco sponsored by:
Jennifer Barclay & Kathy Kopp

Steven Keller of Concord sponsored by:
George Brown & Jennifer Barclay

Allison Stockman of Oakland sponsored by:
Robert Bakewell & Nita Winter

We have no wait list at this time.

Gordy requested: Any changes to membership etc. Life-time cost, late fees, reinstate policy, reinstate fee, the membership chairs would like to have it decided by the October meeting so there is no rush before the annual mailing.

We have 72 Lifetime and 14 out of state members, and after this vote we will have **536** members.

Newsletter: Alison Bricker - no report

Old Timer's Liaison: Marilyn Skaff - no report

Pancake Breakfasts: Chris Marcuse/Lin Johanson – discussion about supplies.

Personnel: Lin Johanson - no report

Policy & Procedures: Wayne Koide – no report

Reservations: Rose Sullivan - no report

Work Parties: Jennifer Barclay - no report

OLD BUSINESS

Reservation policy - discussion about one-year waiting period to book whole Inn.
Determine if the Board wants to modify current policy. Issued tabled until next meeting.

NEW BUSINESS

Charlie & Margie - PKB 29 years - Pete recommended thank you note. Olene brought up that he has been given the "spatula" award.

Next month discuss lifetime membership fee.

Ward moved to adjourn which was seconded and unanimous approved.

Meeting was adjourned 8:29 pm.

Respectfully submitted,

Bonnie M. Jones

Tally of Donations of mid-week overnight accommodation - 2015	
Month voted	Organization
January	Kiddo (schools in MV)