

# WEST POINT INN ASSOCIATION

## BOARD OF DIRECTORS MEETING

Monday, June 10, 2019, 7:00 PM

Marin Municipal Water District

Board Room

220 Nellen Ave

Corte Madera, CA 94925

## MINUTES

Meeting called to order at 7:02 pm by President Chris Marcuse

Board Attendees: Bonnie Jones, Don Keeley, Bob Newcomer, Mark Northcross, Jim Parton

Board Members Absent: Wayne Koide, Patti Schmidt, Johanna Sistek

Others present: Jean Jefferies - Secretary

### APPROVAL OF MINUTES

- Minutes of May 13 Board Meeting

Motion to approve minutes: Jim; second: Bonnie; All in Favor

### PRESIDENT'S REPORT

- Freezer Issue

Demand letter went out to the four parties involved; all signed receipt of the letter except Dvorson's; Arctic Air may not be registered to do business in California (have to serve them in CA to bring them to Small Claims Court); Jim proposes we let this play out another month to see what kind of response we get; and it might mean WPI goes to Small Claims Court against Dvorson's only or filing a Superior Court case.

- Fire Safety Report

Still waiting for report with formal suggestions; Pete has contacted Marin County Fire & FireSafe Marin. However, MMWD Forster & Kroger has done all the grass cutting that was desired without any payment agreement from WPIA (and WPIA has been asked to contribute).

- Red Flag Closure

WIB cancelled both Friday & Saturday nights (June 7 & 8); 4 people that showed up were able to stay Friday night.

- Storage Unit

Fran & David Durr went to the WPIA storage facility on E. Francisco Blvd to drop off shelving; they suggest the Board donate time to install the shelving and organize the boxes.

### TREASURER'S REPORT, Mark Northcross

-Cash position strong at \$190K

-overnight use fees are coming back a bit; May was a very good month (currently tied with year 2017; it appears to be true that this year is off from 2018 due to the heavy rains.

-Insurance (through FAIR) \$2K less than last year.

-Total housekeeping up due to freezer issue.

### OLD BUSINESS

- Sexual Harassment Training for Supervisors & Employees

-awaiting state guidelines which probably won't be available until the end of the year; obligation is only necessary for employees.

-per Mark there is normal business coverages should an employee sue the WPIA for sexual harassment; it is part of the liability package.

-Mark will discuss further with insurance broker the non-profit liability policy coverage regarding volunteer (vs. employee) sexual harassment coverage.

- Service Animals vs. Emotional Support Animals
  - will discuss next month when Johanna is back since she has taken the lead on this issue.
  
- Emig Cabin/Saturday Whole Inn Booking
  - Committee Report
  - Member Feedback from articles?
    - very little feedback, Chris will include this updated policy to the agenda (again) during the fall members meeting.

#### NEW BUSINESS

- Alpine Club Donation for Front Sign
  - \$3K Grant received in October 2017; Chris will discuss potential plans for design & build-out with B/G committee.
- Water Bottles (reusable option)
  - Chris will discuss with David D./Innkeepers before ordering while Mark checks current inventory of disposable water bottles; will discuss at July Board meeting.
- Cancel June Work Party?
  - Yes, June work party will be canceled; overlaps with pancake breakfast & Double Dipsea Race. To compensate, the June Father's Day PCB prep group will organize the balance of utensils needed for July PCB since that is usually done at the June work party. Don reports there are only 3 people currently signed up for the work party so he will email them to cancel.

#### COMMITTEE REPORTS

*Building & Grounds:* Ross Asselstine & Urban Carmel

*Communications/Website Committee:* Jan Gauthier

*Development Committee:* Suzie Adams Koide

*Election Committee:* Chris Marcuse & Lin Johanson

*Event Committee:* Gail Shahan/Fran Rondeau  
*Fire & Safety:* Pete Martin  
*Garden Committee:* Kathleen Kopp  
*Heritage/History Committee/ Historian:* Fred Runner  
*Housekeeping:* Fran Rondeau/Bonnie Jones  
*Water Tank/System:* Bonnie Jones  
*Membership:* Gordy & Lynn MacDermott  
*Mountain Organization Liaison:* Olene Sparks  
*Newsletter:* Alison Bricker  
*Old Timer's Liaison:* Marilyn Skaff  
*Pancake Breakfasts:* Lin Johanson/Gordy MacDermott  
  
*Personnel:* Lin Johnson/Fran Rondeau  
*Policy & Procedures:* Wayne Koide  
*Reservations:* Jennifer Greene  
*Work Parties:* Don Keeley

#### EXECUTIVE SESSION

-Discussion- timesheet for employees working 6 hours or less; need signed waiver if they do not take 30-minute unpaid break

Open Meeting was adjourned at 8:00pm; Move: Mark; Second: Bob; All in Favor.

Respectfully Submitted,

Jean Jefferies

Secretary