



WEST POINT INN ASSOCIATION

BOARD OF DIRECTORS MEETING

Monday, Sep 9th 2024

Via Video/Teleconferencing

AGENDA

Board Attendees: Pete Karlen, Mark Northcross, James Hill, Alan Zimmerman, Melanie Leavitt Cantarutti, Patti Schmidt, Ceci Van Voorhees, Craig Hill

Others Present: Joss Hanna – Secretary, David Durr, Kathleen Kopp Susan Aronovsky

Others Absent: Don Keeley – Executive Director

Meeting called to order at **7:02** pm by President Mark Northcross

1. APPROVAL OF MINUTES – June and August 2024 minutes approval. No meeting in July.

Motion: To approve June and August meeting minutes

- **Motion to approve: Craig**
- **Second: Melanie**
- **All Approved**

2. NEW BUSINESS --

Trip and Fall – Another guest tripped/fell last week. Entry stairs are not uniform when transitioning from stone to wood. Discussion surrounding historical aspect and ability to repave stone pathways at entry and cabins. Jim to follow up.

- Election – Susan provided update on election process. Online election this year. 66 of 600 will be snail mail. WPIA needs to fill 3 or 4 spots depending upon Mark's ability to remain on the board. Currently have 3 candidates.
- To remain intact, Board needs to appoint 1 person who is not on ballot prior to October meeting. Bylaws may need to be amended to allow for President to remain.
- Alan volunteered to assist troubleshooting Wild Apricot for election. Suggested that WPI could receive more volunteers for Board if there were a direct email (vs newsletter).
- Mark proposed building a committee (led by Cici) to draft a bylaw amendment to allow Board Member or President's term to extend under certain circumstances.

3. PRESIDENT'S REPORT (Mark)

- Main Kitchen Range – Anticipate heating discrepancy resolved by regulator replacement.
- Nothing else to report outside of agenda.

4. TREASURER'S REPORT (Craig)

- Roof construction contracts completed and paid.
- Fund Balance : Checks cut for roof project total \$172,000.
- Cash Balance of operating fund is \$248k
- Profit Loss is in-line with 2024 budget to date.

5. EXECUTIVE DIRECTOR'S REPORT (Don)

- None

6. OLD BUSINESS

- Innkeeper Range – Failed to heat. Smell of propane. Mill Valley Appliance came up to WPI to assess. Mark suggests purchasing new range. Mark will reach out to Michael.
- Painting. Estimate to paint eaves at Inn/ Guest lounge \$6,100 estimate. James investigating shingle replacement. Will discuss in further October.
- Communication. Set up with Fire/Redwood Security interrupted. Believe the issue has been resolved. (Craig)
- Development Update. Meetings set up for later September. Funds need to be collected for annual donations. Planning another fundraising event in late November. (Pete)
- Fire Safety. MWPA Report will be uploaded. Trees around Inn need to be limbed up. Shrubs around propane tanks also called out. James will investigate grant money. (Mark)
- Board Retreat. October 26. (Patti)
- Overnight Donation Request. WildCare approved. (Mark)
- Cleaning. Sunday with full booking and checkout time at 10 am on Monday is making it tough. Need to supplement crew. Mark will work with Fran and Don.

ADJOURN

Motion: To adjourn September WPIA Board Meeting

- **Motion to approve: Craig**
- **Second: Patti**
- **All Approved**

WPIA Committee Chairs

Buildings & Grounds: Michael Jefferies

Communications/Website Committee: Jan Gauthier

Development Committee: Pete Karlen

Election Committee: Susan Aronovsky

Event Committee: Patti Schmidt & Nancy Fox

Fire & Safety: Scott Halsted

Garden Committee: Kathleen Kopp

Heritage/History Committee/ Historian: Fred Runner

Housekeeping: Fran Rondeau & Bonnie Jones

Water Tank/System: Bonnie Jones

Membership: Talia Friedman & McCoy

Dodsworth Mount Tam Organization Liaison: Bob

Newcomer Newsletter: Alison Bricker

Old Timer's Liaison: Marilyn Skaff & Olene Toby - sparks

Pancake Breakfasts: Lin Johanson

Policy & Procedures: Wayne

Koide Reservations: Jennifer

Greene Technology: Nate Lee

Work Parties: Joanne Devereaux & Donald Delave