

**WEST POINT INN ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

Monday, October 10, 2022, 7:00 PM

Via Video/Teleconferencing

**AGENDA**

Meeting called to order at **7:03** pm by President Don Keeley

Board Attendees: Nancy Fox, Talia Friedman, Michael Jefferies, Alyssa Jorgensen, Peter Karlen, Mark Northcross, Patti Schmidt

Board Members Absent: Talia Friedman

Others present: Joss Hanna – Secretary; Andrew Grant – WPIA Member

**APPROVAL OF MINUTES**

- September 12, 2022 Board Meeting

**Motion: Approval of Minutes - September 12 2022 WPI Board Meeting**

- **Motion to approve: Nancy**
- **Second: Peter**
- **All Approved**

**NOMINATION OF ANDREW GRANT TO JOIN THE BOARD OF DIRECTORS**

- Fill the vacancy caused by the resignation of Daniel Ciccarone
- Term will end on January 8, 2024

See personal statement for more information.

**Motion: Approval of Andrew Grant being admitted to the WPIA Board**

- **Motion to approve: Peter**
- **Second: Mark**
- **All Approved**

PRESIDENT'S REPORT

TREASURER'S REPORT - Mark Northcross

See October Treasurer reports attached

**Cash Position** \$325k as of today....some checks still being processed. Strong cash position where prior averages have been between \$200 and \$225k.

Half way through the solar project (\$35k to go).

Overnite use fees. Dropped to \$18k lowest of the year and ahead of all other months from prior years. 2022 is a record year for ON use fees (with 2.5 months to go).

**Profit - Loss** Income is up \$35k (Pancake Breakfast). Overnight use fees are double that of 2021. R&M is up due to the Solar Project. Supplies are up due to the occupancy. Insurance has been paid in segments (6 months only). Would be \$25k for a full year. New stove has helped save in propane without the pilot light running 24/7. Net income \$90k

Discussion surrounding room fees from bookings. Revenue is booked when received. Not when the stay occurs. The deposit of \$25 is problematic to administer. Suggestion is to collect/book the full amount when booked.

OLD BUSINESS

Lease Negotiation – Reviewed redline lease with the board. Touched on some major provisions for consideration. Premises. Insurance. Water Supply and Maintenance. Reservations.

Next meeting 10/11/2022 with MMWD.

Lease Approval by MMWD Board at November 15 Board Meeting

- Board Candidates for October Election
  - Three Candidates to serve a 3-Year Term

§ Melanie Leavitt Cantarutti

§ Craig Hill

§ James Hill

- Chicken Coop / Member Lockers

Originally designed for 2 ppl per locker. 16 lockers in the chicken coop. Lockers have shelves. Could add another 14 lockers if we were to clear out some of the storage (generator, cooking oil, containers, ladder) . Easy fix and reasonable costs.

- Time to open the Honor Bar?

Discussion around having Honor Bar inside given weather and potential theft. Currently entire inn is closed to non overnight guests.

**Motion: Re-open interior of the Inn to house an honor bar, with a rope like divider that does not allow access into the Main Inn.**

- **Motion to approve: Alyssa**
- **Second: Mark**
- **All Approved**

## NEW BUSINESS

October Pancake Breakfast Update – 805 guests. Beautiful day. Youthful and diverse group. Nudge and Tiktok showing that social media presence is working. Venmo payment system went well. Supplies were depleted. (butter, sausage, oj, melon). Wait was not long for food. 15 minutes after ordering. 45 minutes to order. Went until 1:15pm.

Griddle oven had an explosion re-lighting the pilot while laying on the ground. Has been an issue before. Michael will measure the oven tomorrow and the board can discuss at the next meeting.

Michael will spearhead a survey of skills/benefits to WPI. Idea is to send to board members/chairs to refine the survey and then send it to the entire membership.

Discussion regarding sick pay for Innkeepers who miss work due to Covid. Will require more research and revisit policy.

**Board voted via email 10/12 to approve a policy extending benefits to two innkeepers from this year who missed their shifts because of 2022 due to positive covid test.**

· Agenda for October 23 Members' Meeting

1. Lease negotiation will be important topic
2. Financial report
3. General improvement updates
4. Solicit volunteers and member survey update
5. 30 year reserve study

WPIA President for 2023? Board needs to decide new officers asap. Patti will start an email discussion for the remaining board members to hash it out.

**Motion: Adjourn October WPIA Board meeting.**

- **Motion to approve: Mark**
- **Second: Peter**
- **All Approved**

## COMMITTEE REPORTS

*Buildings & Grounds:* Open

*Communications/Website Committee:* Jan Gauthier

*Development Committee:* Open

*Election Committee:* Chris Marcuse & Lin Johanson

*Event Committee:* Nancy Fox and Patti Schmidt

*Fire & Safety:* Pete Martin & 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

*Mount Tam Organization Liaison:* Bob Newcomer

*Newsletter:* Alison Bricker

*Old Timer's Liaison:* Marilyn Skaff

*Pancake Breakfasts:* Lin Johanson

*Personnel:* Lin Johanson

*Policy & Procedures:* Wayne Koide

*Reservations:* Jennifer Greene

*Technology:* Nate Lee

*Work Parties:* Joanne Devereaux

EXECUTIVE SESSION (If Needed)

ADJOURN