

WEST POINT INN ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, September 13, 2021, 7:00 PM
Via Video/Teleconferencing

FINAL MINUTES

AGENDA: Meeting called to order at 7:04 pm by President Don Keeley

Board Attendees: Nancy Fox, Alyssa Jorgensen, Chris Marcuse,, Michael Jefferies, Dan Ciccarone, Talia Friedman, Pete Martin

Board Members Absent:

Jim Parton

Others present:

Mark Northcross - Treasurer

Wing Pepper – Secretary

Scott Halstead - Fire & Safety

Jennifer Greene - Innkeeper

APPROVAL OF MINUTES

- **August 9, 2021 Board Meeting**
 - Motion to pass: Don
 - Motion to approve: Nancy
 - Second: Chris
 - All Approve

PRESIDENT'S REPORT

- CA small business covid relief grant approved for \$15,000

TREASURER'S REPORT, Mark Northcross (see Treasurer Spreadsheets for details)

- \$250k in the bank as of August, 2021
- \$23,500 in August overnight use fee's - all time record for month of August
 - This is due to opening up the rest of the year at 50% occupancy
 - 2 room 5 cabins - 7 options per night
- \$170k - \$180k in overnight use fee's projected for 2021 - great effort
- \$77k made this year in contributions and donations
- \$25k estimated insurance costs - second biggest expense after \$55k payroll costs

OLD BUSINESS

- Pancake Breakfast – September 12
 - 479 people came for breakfast. Grossed over \$5k
 - We think we'll net about \$4k - at least over \$3.5k
 - Sold sparkling water, blueberry pancakes and other as added sales - went great
 - Clean up went well
 - Lin wants to order 2022 pancake breakfast dates on business cards to give to people to put on fridges as a reminder
 - We should add a paypal donation address to the cards
- Update – 30 Year Reserve Study
 - 3 weeks ago met with lead architect and photographer to document all aspects of the project
 - This coming Monday, Don is meeting with the team (with Michael Jefferies) to go through the systems and structures to understand all the elements in the documentation
- Solar System Upgrades – Are we ready to do it?
 - Multiple approaches
 - Aloha - \$5K cost
 - Replace batteries - \$3.4
 - Replace panels with new efficient panels - \$24k?
 - We should explore all credits we can take to reduce costs - open question.
 - Waiting for the 30 year study may be the best move since they will do a deep dive on the building electrical - will give us the best options
 - We should think of this more as an off-grid system, not solar. The system needs to optimize battery replacement and battery usage This is really the metric for investment and cost.
 - Decision
 - Wait and see new costs, subsidies, and options
 - We need the best possible tech for the batteries
 - We should avoid the grid at all costs

NEW BUSINESS

- Dues Increase Proposal - for October Members' Meeting
 - Must mail out dues increase email to members by end of this week
 - See proposal for details and the August notes for discussion
 - Motion - as proposed dues increase - for membership to vote on at Members meeting
 - Motion to pass: Don
 - Motion to approve: Dan
 - Second: Talia

- All Approve
- Resolution - Temporary freeze of new lifetime members for one year as of September, 2021
 - Dues and criteria to be frozen until the board reconsiders both
 - Once board reconsiders we will offer as an email vote to the board
- Donation of Overnight Stay to Tam Valley Elementary School Auction
 - Inn donated a two night stay in 2019
 - Recommend a midweek two-night stay
 - Could do two one-night stays to get more money
 - Next step - check with donor on preference
- Covid Cancellation Policy
 - How do we deal with the no refund or no change policy?
 - Examples
 - We are getting requests for refunds - based on Covid test results/issues
 - Howard Hughes medical institute wants a refund based on covid travel restriction changes.
 - Car fire traffic caused visitors not to be able to come
 - Discussion - refunds in a no-refund policy world - what do we do?
 - Can we do credit?
 - The cost increases due to Covid make cancellations more significant
 - Cancellations can add time (hourly) to staff costs
 - Do we give the president a “case by case” authority?
 - Do we do a 50% loss...per reservation?
 - OR make it all credit for rooms in the future - but has to be on a case by case basis?
 - Red flag is a refund or credit
 - Time to reservation also a factor - enough lead time we need to do a refund
 - We need to be sensitive about Covid and take that into consideration
 - Decision
 - Let the President decide on a case by case basis
- October 17th Members’ Meeting – At the Inn or via Zoom?
 - Decided Zoom

COMMITTEE REPORTS

Buildings & Grounds: OPEN

Communications/Website Committee: Jan Gauthier

Development Committee: Jim Parton & Dan Ciccarone

Election Committee: Chris Marcuse & Lin Johanson

Event Committee: Gail Shahan & Fran Rondeau

Fire & Safety: Pete Martin & Scott Halsted

Garden Committee: Kathleen Kopp

Heritage/History Committee/ Historian: Fred Runner

Housekeeping: Fran Rondeau & Bonnie Jones

Lease Negotiation: Don Keeley & Alyssa Jorgensen

Membership: Talia Friedman

Mountain Tam Organization Liaison: Bob Newcomer

Newsletter: Alison Bricker

Old Timer's Liaison: Marilyn Skaff

Pancake Breakfasts: Lin Johanson

Personnel: Lin Johnson & Fran Rondeau

Policy & Procedures: Wayne Koide

Reservations: Alyssa Jorgensen & Jennifer Greene

Technology: Nate Lee

Water Committee: OPEN

Water Tank/System: Bonnie Jones

Work Parties: Don Keeley

ADJOURN

- Motion to Adjourn: Don
- Motion to approve: Chris
- Second: Michael
- All in favor

EXECUTIVE SESSION (Executive Session was activated)

- Executive Session and the Board Meeting was adjourned at 8:45PM.

MOTIONS PASSED IN SEPTEMBER 2021 BOARD MEETING:

Motion	Description
Approve August Board Meeting Minutes	All approved
Approve Members dues increase	Proposed dues increase - for membership to vote on at Members meeting <ul style="list-style-type: none">● Motion to pass: Don● Motion to approve: Dan● Second: Talia● All Approve
Executive Committee Resolution	Resolution to Limit the Number of Life Members of the West Point Inn Association as of September 13, 2021. New Life Members will be permitted beginning January 1, 2023. (See Appendix A below)

Appendix A
Resolution Passed

Resolution to Limit the Number of Life Members of the West Point Inn Association
September 13, 2021

Whereas Life Member is one of the six classes of membership listed in the Bylaws of the West Point Inn Association.

Whereas the Bylaws of the West Point Inn Association state that the Board of Directors is responsible for defining the requirements of the Life Member class of membership.

Whereas the Board of Directors has begun a process to define the requirements of the Life Member classification and the recommended dues paid by a Life Member.

Resolved, the Board of Directors hereby limits the Life Member classification to the current members as of September 13, 2021. New Life Members will be permitted beginning January 1, 2023.