

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

Monday, November 14, 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, Andrew Grant, Michael Jefferies, Alyssa Jorgensen, Peter Karlen, Patti Schmidt
Board Members Absent: Mark Northcross (joined late)
Others present: Joss Hanna – Secretary

APPROVAL OF MINUTES

October 10, 2022 Board Meeting

Motion: Approval of Minutes - October 10, 2022 WPI Board Meeting

- Motion to approve: Alyssa
- Second: Michael
- All Approved

October 23, 2022 Fall Members' Meeting

Motion: Approval of Minutes - October 23, 2022 WPI Member Meeting

- Motion to approve: Nancy
- Second: Patti
- All Approved

PRESIDENT'S REPORT

Priority is to discuss the transition of the President role scheduled for January 2023.

Options discussed include:

1. Hiring Executive Director/General Manager?
2. Rotate monthly requirement?

Wayne is the current chair of policies and procedures in attendance to assist with the discussion and decision.

Board wide discussion surrounding the long term sustainability and efficient management of WPI will require recruiting new members who would like to contribute time towards board responsibility.

Wayne offered input on the process and leadership responsibilities including opportunities to delegate responsibilities and cautioned about a rotating role.

No formal decisions were made. Discussion will continue in a follow up executive session.

TREASURER'S REPORT

Current Cash Position \$331,000. Continue to improve throughout the year.

Overnite Use Fees. October 2022 was a record for October over past years. Two months to go to year end and we have broken all prior years financials. Currently on pace to push past \$300,000 at year end. With \$40,000 due to Aloha Solar and a slowdown in bookings at year end, a worst case estimate will be \$280,000, which would be a 50% increase over past years.

Annual typical expense rate is \$240,000 per year. Given Aloha Solar expense in 2022 annual expense will be pushing \$300,000.

OLD BUSINESS

MMWD Lease update.

Good progress. Counsel has worked to reframe WPI's specific concerns. Draft lease is under review by MMWD. Goal is to be signed by year-end. Alternative is to sign a short term lease extending the terms and conditions while the new lease is approved and circulated for signature.

Solar Update

The new lithium batteries have been installed. Since installation, the generator has not had to run. Prior to new batteries, the generator had to run several hours per day to refill the battery.

Solar panels are being scheduled for installation.

Once panels are installed, the electrical upgrade will be complete.

Chicken Coop

Michael – Team effort with work parties and other scheduled labor. Contractors have donated new metal shelving. Floor has been refinished and chemicals have been relocated which provides more room for shelving or adding lockers.

Roof leak will be repaired tomorrow by roofers

Range will be serviced tomorrow as well.

Painters are scheduled to paint windows.

Membership Skills Survey

Membership dues will go out at midnight tonight along with a link to the skills survey. Paper invoices will have a link to a skills survey. Joint members will have a single stepped up rate as well as locker rate.

Lifetime membership will receive 2 notices (survey and donation request).

NEW BUSINESS

Prospective Members for Waitlist

- o Meridith and Alan Aki of Berkeley, Ca; sponsored by Joanne Devereaux and Chris Marcuse
- o Emilie Crabe of San Francisco, Ca; sponsored by Fran Rondeau, Marilyn Skaff, and Lin Marcuse
- o Leslie Mallman of San Francisco, Ca; sponsored by Joanne Devereaux and Jennifer Barclay

- o Teri Hanley and Matt Hanley of Mill Valley, sponsored by Joanne Devereaux and Lorna Kirk
- o Annelisa Hedgecock of Oakland, CA; sponsored by Jean Jeffries and Joanne Devereaux

Motion: Approval of Minutes - Approve 7 above applicants.

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

Waitlist is now @ 20.

Back Door Method to Book Whole Inn on Saturdays

Certain Members have reserved the entire inn except one room or have been reserving all the cabins and another family member reserves all the rooms. Members are allowed to reserve either all rooms or cabins on Saturday. There has been some pushback from members as well as support from Saturday exclusions.

Discussion surrounding a modification with 1 a month or higher booking rate. No motion to modify the current rules.

Alyssa will call the Member directly and discuss the reason behind the rules, our suspicion and potential consequences which are undefined at the time but will update everyone on the next meeting in January.

Rehire Rosanna Petralia as a “Substitute Innkeeper”

Board of Directors have responsibility in hiring employees. Scheduling for 2023 has several weeks when no one is able to work as an Innkeeper. Rosanna is willing to stand in when there are gaps in the schedule. Prior employment was as a State Park ranger on Mt Tam. Resigned from WPI in 2020 due to the Santa Cruz fire where she currently lives.

Motion: Rehire Rosanna Petralia as a “Substitute Innkeeper”

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

Use of Emig Cabin by Innkeeper's Family or Guests

The Innkeeper scheduled to work over Christmas has a conflict due to family constraints. Discussion surrounded allowing Innkeeper to have family stay in the Emig Cabin given the holiday. Not a material impact to the Inn and create goodwill with the Innkeeper. Concern about the offer of goodwill expanding into other holidays (July 4th, Easter, etc). Solution could be any nights vs holiday.

Motion: Approval of allowing an Innkeeper to book two consecutive nights, once per year, in the Emig Cabin for guests of their choosing, and must be declared before the membership window opens up. Bookings can not be blackout dates. Christmas and Christmas eve in 2022 are the initial dates.

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

Steep Ravine Trail Bridge Replacement – GoFundMe Request

Friends of Mt Tam organization is working with the State Park to raise funds to replace the Steep Ravine bridge. Goal is \$20,000 by the end of 2022. State has committed to initiate the replacement and complete the bridge if Friends of Mt Tam meets its goal. Friends of Mt Tam organization has requested that we mention the Go Fund Me request to WPI's 600 members.

Board would like to financially support the Bridge replacement with a personal contribution and mention it in the next newsletter. Peter will coordinate the collection of \$33 per person (\$300 in total) and Alyssa will write the piece for the WPI newsletter.

Transition of WPI President

Don will send out the January agenda with the details. WPI Board will reconvene on a follow up interim/executive session to further discuss the transition after Thanksgiving with 1 agenda item. Alyssa will set up a meeting.

Motion: Adjourn November Meeting

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

COMMITTEE REPORTS

Buildings & Grounds: Michael Jefferies & Don Keeley

Gas lighting requires service. Jeff's Gas Appliance \$180 per hour. 6 hours travel and 2 hours of work. Work is scheduled for December 6th. Estimate is \$2,000.

Communications/Website Committee: Jan Gauthier

Development Committee: Pete Karlen

Election Committee: Chris Marcuse & Lin Johanson

Event Committee: Nancy Fox & 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: Fran Rondeau

Policy & Procedures: Wayne Koide

Reservations: Jennifer Greene

Technology: Nate Lee

Work Parties: Joanne Devereaux

EXECUTIVE SESSION (If Needed)

ADJOURN