

WEST POINT INN ASSOCIATION

BOARD OF DIRECTORS MEETING

Monday, September 12, 2022, 7:00 PM

Via Video/Teleconferencing

AGENDA

Meeting called to order at **7.05** pm by President Don Keeley

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

Board Members Absent: None

Others present: Joss Hanna – Secretary

APPROVAL OF MINUTES

- August 8, 2022 Board Meeting

Motion: Approval of Minutes - August 8 2022 WPI Board Meeting

- **Motion to approve minutes: Nancy**
- **Second: Talia**
- **All Approved**

PRESIDENT’S REPORT

Brief report due in large part to Don’s accident. Healing and recuperating.

TREASURER’S REPORT - Mark Northcross

Cash Position - Remains strong. Current Balance = \$320k.

Overnight Use Fees. Have collected more overnight use fees by August than ever before in a calendar year at WPI. Collecting >\$30k per month. WPI has collected 50% more than prior years. Total = \$300k

Interestingly 86% of overnight guests are non members. (recruiting opportunity?)

Profit Loss Statement

Donations remain strong

Pancake breakfasts continue to add to bottom line

Expenses

Solar Project is partially (1/3) paid (\$25k of \$75k)

Insurance is up. \$15k to Zurich. Hope to adjust via lease negotiation.

Forecast ending 2022 with \$275k (assuming solar is 100% complete)

Variable expenses are up year over year due to increased usage (propane, credit card, etc)

Average annual expenses historically at WPI are approximately \$240k

OLD BUSINESS -

Don working on contacting the Donors to secure their gifts. Outreach underway. Some have responded. Some have not. Don will continue outreach

- Gifts for Donations Made Before June 30, 2021
 - \$10,000 donation - Whole Inn Booking for one night. (3 Total)
 - \$5,000 donation - Block of rooms/cabins for one night. (4 Total)
 - \$1,000 donation - Sponsor a first responder 2 nights in the Honeymoon cabin. (24)
 - \$500 donation - One night at the Inn. (19 Total)
 - \$100 donation - Two tickets to a pancake breakfast. (113 Total)
- December Holiday Events
 - Cookie Party / Holiday Dinner

Likely no cookie party. Holiday dinner December 17th. Menu and volunteer crew identified. Save the date will be sent out next week. Dinner ends around 8pm. WPI rooms blocked 12/16 for volunteers.

- Thank You Event for Committee Chairs, Innkeepers, Board.

December 12th Arrivederci Restaurant identified

- New Year's Eve Dinner

Nothing identified as of yet. Patti will reach out to Olean who has planned it prior years. WPI reservations have been blocked out.

- Should We Sell WPI stickers, hats, shirts, mugs, etc.?

Sample hat on display. Looks great. Alyssa moving forward with order.

- Board Candidates for October Election
 - One Candidate to serve a 1-Year Term
 - Three Candidates to serve a 3-Year Term

Don has been reaching out to see who may be interested in participating on the WPI Board. Election information needs to be sent out at the end of September. Preference is to build a board with new officers.

Lease - Don will re-connect with MMWD to discuss lease negotiation

Pancake Breakfast September 11, 2022 - Collected \$8,270 after expenses. 731 people served. Several major issues. 3rd griddle wasn't online. Generator was offline. Waiting was too long. Several refunded. Michael will work with Innkeeper to identify the connection that needs to be modified for future use.

NEW BUSINESS

- Approve New Member Applications:
 - Matt Ciaschini of Mill Valley, Sponsored by Lin Johanson and Joanne Devereaux
 - Eileen Tellez of San Francisco, sponsored by Marlene Schoofs, Cathy Garrett, and Colleen Williams
 - Mary Francis Kyle of San Rafael sponsored by Tamara DeBarssi and Duncan McCandless

- Lisa Wells, sponsored by Alyssa Jorgen, Lin Johanson, and Colleen Williams

Motion: Approval of Matt, Eileen, Mary, and Lisa as a new member on waitlist (7).

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

Locker Availability Discussion surrounding locker usage and length of waitlist. Talia would like to reach out to life members to understand their desire to continue their membership/locker on November 1. All lockers are paid for but many are unused.

Motion: Approval of locker increase to \$60 per year (from \$35) in 2023

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

Motion: Approval of one weeknight donation (Tue- Thur) for Mountain Theater Auction

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

Capital Repairs Needed Discussion surrounding approving a petty cash account to address needed capital repairs. Examples included roof leak in hikers lounge, window repair/replacement, rodent control around Toby cabin, securing Honeymoon Cabin chimney.

Michael requested that before we establish an account, let him secure bids and we can discuss establishing a pre approved account during the next meeting.

Corporate/Event Booking. Discussion surrounding making the WPI available for corporate retreats w/ bookings greater than 120 days, so long as it is a weeknight and willing to make a special donation. Target a limit of 1 event per quarter. Discussed placing a premium on the advance notice. No weddings, bachelor parties, etc. Alyssa and Patti will work on the website wording around corporate/special events. Don will add this topic to agenda for October.

Motion: Adjourn September Meeting

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