



## **WEST POINT INN ASSOCIATION**

BOARD OF DIRECTORS MEETING

Monday, June 10th , 7 pm,

2024 Via

Video/Teleconferencing

### **AGENDA**

**Board Attendees:** Pete Karlen, Mark Northcross, James Hill, Alan Zimmerman, Melanie Leavitt Cantarutti, Patti Schmidt,

**Others Present:** Joss Hanna – Secretary, Don Keeley – ED Jen Greene, David Durr, Kathleen Kopp

**Others Absent:** Ceci Van Voorhees, Allison Stockman, Craig Hill

Meeting called to order at **7:07** pm by President Mark Northcross

#### **1. Approval of Minutes**

- May 13 Board Meeting

**Motion: To approve the May 13, 2024 Board Meeting minutes**

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

#### **2. Dog Incident at WPI June 8, 2024.**

Saturday night (6/8) we had a comfort dog incident at the inn. Guest brought a German Shephard dog to the Inn, and claimed it was a “service dog.” Around 9.30pm, when one of the guests was attempting to use the communal bathroom on the second floor of the Inn, the “service” dog, with the dog owner, came out of the bathroom and started growling and barking at the guest attempting to use the bathroom. The incident did not proceed further. No injuries.

Incident is very unlikely to result in a liability claim against the Inn.

Board will investigate best practices for facilities like ours consistent with ADA act, dealing with potential guests who arrive with dogs and address policy in July meeting.

### 3. PRESIDENT'S REPORT

Items all addressed later in agenda

### 4. TREASURER'S REPORT

Postponed until July meeting (Craig not available)

### 5. EXECUTIVE DIRECTOR'S REPORT

Innkeeper quarterly meeting end of May. Went well.

Gas valves replaced by Rick Turley for PCB.

Solar panel has been updated

Fire Blankets have been installed in kitchen stove

### 6. OLD BUSINESS

#### **Member's Lounge project update, Jim Hill**

Permit and planning process has been prolonged. Many involved trades, estimates and approvals required. Permit drawings have been submitted and approved. MMWD has approved the project as well. Estimate has increased to \$150,000 due to additional requirements surrounding insulation, fire sprinklers, supervision and organization structure. Discussion surrounding procuring new revised bids. Decision was to proceed given schedule, reservations, PCB. Jim will work with Don regarding re-opening WPI to reservations (target of July 19) and impact to weather station. Additional discussion surrounding smoking on site. Decision is to not allow any smoking on site due to MMWD, WPIA policy and State Law. Will incorporate in contract. Will review signage.

#### **Motion: To approve the revised roof budget and schedule as presented by Jim**

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

#### **Development Committee update, Pete Karlen**

Time has been spent setting up set up calls, administrative accounts and organizing initial kickoff call with attorney. Engagement and retainer have been signed and sent. Will set forth clear goals for accomplishments. Fundraising is temporarily on hold until set up is complete and the \$120k pledged will be called. Trying to get all parties scheduled for 3rd week of June.

#### **Fire Safety, Mark**

Nothing new to report

#### **Emergency Communication Phone for Inn Keepers (Don and Craig)**

Under review. Update forthcoming in July.

#### **Memorial Picnic Table, Mark**

A bench will installed close to drinking fountain. \$10,000 donation is in route. MMWD will install table. Plaque will be installed prior to the PCB in July. Donor family will be at July PCB. Table will be reserved.

#### **WPIA Drop Box, Melanie**

Setting up the supporting documents and can organize based upon category and access

## **7. NEW BUSINESS**

Membership Applications for approval (Mark) -- None

## **8. No Closed Session**

## **ADJOURN**

**Motion: To adjourn June WPIA Board Meeting**

- **Motion to approve: Jim**
- **Second: Alan**
- **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