

WEST POINT INN ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, February 13, 2023, 7:00 PM
Via Video/Teleconferencing

AGENDA

Meeting called to order at **07:02** pm by President Alyssa Jorgensen

Board Attendees: Talia Friedman, Andrew Grant, Alyssa Jorgensen, Pete Karlen,
Patti Schmidt, Melanie Leavitt Cantarutti, James Hill, Craig Hill

Board Members Absent: Mark Northcross

Others Present: Joss Hanna – Secretary; Don Keeley – Executive Director

APPROVAL OF MINUTES

- January 9, 2023 Board Meeting

Motion: To approve the January WPIA Board meeting minutes

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

PRESIDENT'S REPORT

- Announcement of Executive Director. Don Keeley has been hired as the ED for WPIA.
- Status of Communication Plan. Pete and Pattie compiled talking points for consistent messaging to the Innkeepers and active committee chairs. Other committee chairs have been notified via email. Message to membership is forthcoming. Alyssa is drafting. Don's photo and bio are ready to merge with the official announcement.
- Innkeeper meeting mid January– Re-certified CPR class. Multiple WPIA members joined as well. Terry Fitzsimmons is in training as an Innkeeper and assisted in the CPR training.
- Fire King – Protection service. All extinguishers are in good working order. \$3,000.
- Thank You notes will re-commence as Nanette has agreed to take on the responsibility.

TREASURER'S REPORT

- The cash balance shown for the last meeting was accurate as of the board meeting date, January 9th, but mistakenly showed it as being for December 31st. Our ending cash balance for 2022 was \$291,000, not \$300,000.
- As of today, we have about \$296,000.
- The biggest expense on the P&L outside of payroll is for insurance. We paid Zurich the second half of our annual installment, about \$8,000. =>\$16,000/year for property damage insurance for the West Point Inn.
- Overnight use fees continue strong. We took in about \$25,000 in January, and \$36,000 through today. This January was our second strongest January on record. At \$11,000+ so far, February is off to a good start.

- The membership dues are distorted to look low because most of that revenue came in during December. Talia and Mark will work out the final report on membership dues and donations in the next couple of weeks.
- The repairs and maintenance costs of \$7,800 went primarily to Peter Levi Plumbing (\$4,500) and Fire King (\$2,900).

See Treasurer Report for more detail

OLD BUSINESS

- **MMWD Lease Update**

Process is once again moving forward after a hiatus since November. Team had a call with MMWD atty and watershed manager last week to re-familiarize everyone with the open items to be discussed. Going forward: March 7- MMWD Board closed session will discuss WPIA lease. There is an opportunity to make a public submission prior to the closed session. Assuming MMWD approves the lease on 3/7, they will place the lease extension on the MMWD 3/21 open meeting for public comment.

Joss Hanna will speak on behalf of WPIA at an open session on 3/7. Don to reach Shawn (MMWD Watershed manager) on the best method of communication. Joss will circulate a talking point list to the board for review and edit. Others will reach out to vested parties (MTB/Hiking) to solicit support to MMWD on behalf of WPIA and the lease extension.

NEW BUSINESS

- **Buildings and Grounds Projects**

Oven will be replaced with a 6 burner stovetop with a larger oven. Target date is the end of February. Old coffee maker (propane fired from 1920's) is leaking fuel and needs to be replaced. Goal is to replace it with two 100 cup electrical coffee makers. Need 3 new outlets installed. Rick Turley at Aloha Solar will install outlets and gas connection to the new stove. Generator is not fully recharging batteries. On the watch list. Looking for estimates on a new generator.

Discussion surrounding a way to memorialize Topper (coffee maker) as a historical piece of equipment and celebrate the history. Will also be a good way to set a precedent on how to retire old equipment.

BBQ - Innkeepers are concerned about maintenance and clean up. Decision to remove BBQ. Don will have it removed. Alyssa to reach out to Fred on Coffee maker to find out about historical significance or value.

Reinstate Day Use of the Inn - get more people to the inn and increase users experience. Discussion surrounded use cases: Hiking groups, team events, meeting group, classes, team events, etc. more outdoor groups with kids. Users will be responsible for clean up.

Motion: Reinstate Day Use of the Inn (Tue-Thur 11am-3pm) for \$350 per event (member \$175)

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

West Point Inn Bucks vs Wampum - currencies do not match up given price increases. Alyssa suggestions with input from Don and Fran are:

Rooms:

- Member Rate - \$32-\$62 depending upon which room
- 2 Wampum (\$50 face value)

- 1 West Point Inn Bucks (\$35 face value)

Cabins:

- Member Rate \$62-\$75 depending upon cabin
- 3 Wampum (\$75 face value)
- 2 West Point Bucks (\$70 face value)

Above will be scanned and laminated for Innkeepers.

Discussion surrounding how WAMPUM is likely from the most loyal group of volunteers amounted to less than 3% of membership dues.

Motion: Retire - cease accepting WAMPUM as of December 31, 2023.

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

Pancake Breakfast Committee Status

Update. Alyssa had a long conversation with Lynn. She has been Chair for multiple years, will be taking a step back and splitting the committee into 5 pieces (supply/purchasing/delivery/hosts/clean up/training) Training 2 new hosts in June-July. New equipment will help. New menu with price increases. Nancy Fox will be vice chair. Expecting a big year.

Role of Personnel Committee with Executive Director.

Currently the committee is Pattie/Pete/Fran. All innkeepers are now to report to Don. Don will assume all HR functions. Pete will step down from the committee.

Motion: To adjourn February meeting.

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

ADJOURN

EXECUTIVE SESSION - to follow

COMMITTEE REPORTS

Buildings & Grounds: Michael Jefferies & Don Keeley

Communications/Website Committee: Jan Gauthier

Development Committee: Pete Karlen

Election Committee: Susan Aronovsky

Event Committee: Patti Schmidt & Nancy Fox

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 & McCoy Dodsworth

Mount Tam Organization Liaison: Bob Newcomer

Newsletter: Alison Bricker

Old Timer's Liaison: Marilyn Skaff

Pancake Breakfasts: Lin Johanson

Personnel: Fran Rondeau, Bonnie Jones, Patti Schmidt, Peter Karlen

Policy & Procedures: Wayne Koide

Reservations: Jennifer Greene

Technology: Nate Lee

Work Parties: Joanne Devereaux