

# WEST POINT INN ASSOCIATION

## BOARD OF DIRECTORS MEETING

Monday, June 11, 2018, 7:00 PM

220 Nellen Ave

Marin Municipal Water District

Board Room

Corte Madera, CA 94925

### MINUTES

Meeting was called to order at **7:04** pm by President Wayne Koide

Board Attendees: Bonnie Jones, Wayne Koide, Bob Newcomer, Mark Northcross, Fran Rondeau, Johanna Sistik, Olene Sparks, Chris Marcuse

Board Members Absent: Gordy Mac Dermott, Patti Schmidt

Others: Jim Parton - Secretary

#### APPROVAL OF MINUTES

- Minutes of May 14, 2018 Board Meeting  
Move: Olene; Second: Fran; Unanimous.

#### PRESIDENT'S REPORT

- Confirmation of Chris Marcuse to replace board member Gordy Mac Dermott for his term ending on Dec 31, 2018  
Move: Johanna; Second: Olene; Unanimous.
- Resolution to ADA handrails  
Kevin Jensen, member & ADA expert, met with Wayne & a couple of innkeepers. Kevin stated handrails are not to Code and recommended getting rid of front handrail. Ambiguity of Code and differences of interpretation between experts noted. Front handrails will be removed next work party. Handrail from Innkeeper cabin to parking lot will be modified. Need to find person to do this work. Kevin recommended removing ramp to front door because it is not to Code and is something people trip on.
- Pay for Jennifer Greene as new Reservationist has been established.
- Don Keeley and Innkeeper Bob Thomson installed screen door on generator room to enhance cooling and ventilation
- Donation for one-night stay to All One Ocean – completed 5/19

#### TREASURER'S REPORT, Mark Northcross

Finances remain good. Fund balance down slightly because paid annual fire & liability insurance premium which is up from last year in part because of addition of Emig Cabin. Insurance company sent inspector re fire safety before binding policy. 2018 shaping up to a record year. Overnight Use fees continue to be a record. Budget looks solid. Budget risk is multiple red flag days.

#### OLD BUSINESS

- Emig Cabin Door Leak – progress report  
Looks like there is a plan in place. Don DeLave, window mfg rep & Wayne meeting there next work party.

Mark spoke with a member with spinal injury and in wheelchair staying with spouse in Emig Cabin. Very very laudatory about the Emig Cabin. Member provided a contact for a blog for spinal cord injury population which may be more effective in getting the word out to the disabled community about the Cabin.

- Generator Upgrade Report (Mark Northcross) – progress report  
Shares bid from off-grid consultant (Pavel) which he considers a pretty good bid. Note, generator must be relocated out of the building in which it is presently located and recommended placing next to solar field across the road. Recommended a new 500 gal propane tank (for across road, to avoid running a gas pipeline across the road). Need to cross-check with MMWD regarding moving generator across road. Need a pressure reducer on the propane feed line. Current setup may have generator running “hot” due to excessive pressure. Bid does not include the 500 gal tank.  
Multiple fire hazards in current system noted by Pavel, including DC wiring in basement and generator in room with batteries. Proposal is to completely replace system. Current batteries may have a year of useful life left. Recommends going to 48V AC system (and disabling DC wiring. This will lower amperage and reduce heat & increase life span of equipment. Bid does include rewiring Inn with AC wiring.  
2 options: fix fire hazards but otherwise go dirt cheap and keep existing system; or completely revamp system (including solar panels – to bring from 32V to 48V).  
Bid assumes lead time because of demand for generators, panels, etc. Pavel says installation will take 2 weeks.  
Action Items: Get bids for new propane tank across road [Mark]. Talk to Mike Swezy re moving generator and propane tank [Wayne]. Price refrigerators. Basic Kenmore energy star is probably what we want. Plan is to have enough facts to make a decision at July Board meeting.
- Three Club Hike Update, August 25 (Johanna Sistek)  
Tourist Club construction plans make 8/25 no good. Maybe 9/29.

## NEW BUSINESS

- Discuss policy change for member reservations on Saturday night  
Johanna: Whole Inn bookings prevent working members from being able to stay at Inn on one day of week they can stay: Saturday. Discussion re restricting availability or number of whole Inn booking availability. Mark: Not a financial issue. Noted innkeepers state that whole Inn bookings are “harder” on the Inn. Johanna will get involved with overall reservation system evaluation Patti Schmidt is doing.
- Discuss hike out incident of Friday Heritage Night last month (Olene Sparks)  
Several people suffered injuries hiking out on Nora Trail. Also, issue with over-subscription.
- Discuss “double booking” of rooms for Old Timers Party  
Discussion. There have been other instances of people being bumped due to reservation errors.
- Discuss recent incident on Old Stage Road near Bootjack  
Discussion. Emergency number to call if on the mountain – NOT “911”; call **(415) 472-0911**
- Closed Session Discussion regarding events occurring at Old Timer’s Party
- Confirmation of new members Eric and Lisa Magnuson and Angela Byrne  
Move: Mark; Second: Bob N; Vote: Unanimous.
- Solicitation by Private Ocean  
Sense of the Board, with one reservation: not for the Board to veto.

## COMMITTEE REPORTS

*Building & Grounds:* Urban Carmel & Mark Cavagnero  
No report.

*Communications/Website Committee:* Jan Gauthier  
No report.

*Development Committee:* Suzie Adams Koide  
No report.

*Election Committee:* Chris Marcuse & Lin Johanson  
No report.

*Event Committee:* Gail Shahan/Fran Rondeau  
No report.

*Fire & Safety:* Pete Martin.  
No report.

*Garden Committee:* Kathleen Kopp  
No report.

*Heritage/History Committee/ Historian:* Fred Runner  
No report.

*Housekeeping:* Fran Rondeau/Bonnie Jones  
No report.

*Water Tank/System:* Bonnie Jones  
\$2,000 previously approved for analysis of stream and water quality. Will need another \$2,000 to complete the study. But need the contract (still waiting for it). Total cost will be \$4,000. Email vote when we get the contract? Discussion.  
**Motion** to authorize Bonnie to approve additional \$2,000 for Balance Hydrologic's work, subject to Wayne review of contract when it arrives. Move: Bob; Second: Johanna; Unanimous.

*Membership:* Gordy & Lynn Mac Dermott.  
See new business

*Mountain Organization Liaison:* Olene Sparks.  
No report.

*Newsletter:* Alison Bricker  
No report.

*Old Timer's Liaison:* Marilyn Skaff  
No report.

*Pancake Breakfasts:* Lin Johanson/Gordy MacDermott  
No report.

*Personnel:* Lin Johnson/Fran Rondeau.  
No report.

*Policy & Procedures:* Chris Marcuse  
No report.

*Reservations:* Rose Sullivan/ Jennifer Green.  
No report.

*Work Parties:* Don Keeley  
No report.

Open Meeting was adjourned 9:25 pm. Move: Bonnie; Second: Mark; Unanimous.

Respectfully submitted,

James Parton  
Secretary

<b>Policy Motions passed this meeting</b>	
<i>Topic</i>	<i>Details</i>
Water Tank/System Study	Board authorizes Bonnie Jones to approve additional \$2,000 for Balance Hydrologic's work, subject to Wayne review of contract when it arrives. Unanimous.

<b>Tally of Donations of mid-week overnight accommodation – calendar year 2018</b>	
<i>Month voted</i>	<i>Organization</i>
March	Point Bonita YMCA [1 night]
March	Hospice by the Bay [1 night]
April	Novato Parents Nursery School [1 night]
May	All One Ocean, a project of Earth Island Institute [1 night]