

WEST POINT INN ASSOCIATION

BOARD OF DIRECTORS MEETING

Monday, March 12, 2018, 7:00 PM

220 Nellen Ave

Marin Municipal Water District

Board Room

Corte Madera, CA 94925

AGENDA

Meeting was called to order at **7:00** pm by President Wayne Koide

Board Attendees: Bonnie Jones, Wayne Koide, Bob Newcomer, Mark Northcross (left after his reports), Fran Rondeau, Patti Schmidt

Board Members Absent: Gordy MacDermott, Olene Sparks, Johanna Sistik

Others: Jim Parton – Secretary; Urban Carmel

APPROVAL OF MINUTES

- Minutes of February 12, 2018 Board Meeting
Move: Fran; Second Bonnie; Passed.

COMMITTEE REPORTS

Building & Grounds: Urban Carmel & Mark Cavagnero

Report by Urban Carmel

Basic maintenance items that have been done and are planned are kept on an ongoing list stored on Dropbox. Some items are “big” requiring Board attention.

Individually wrote to every member who had expressed interest in B&G. About half responded.

Plan is to develop list of skills (carpentry; architects; plumbers; electrical contractors; etc.) of members and email ahead of work parties as needed.

Biggest volunteer need is person with a truck. There is a continuing need to bring materials up to the Inn for various repairs and projects. Suggests offering wampum for people who have a truck and will pickup & bring materials etc. as needed. Sources of ideas for work to be done include Innkeepers, Board members, Jennifer Barclay, general membership. Ideas go onto the list.

Communication process is a work in progress.

Discussion re how to filter ideas: whether or not to do & into a priority list.

Discussion of water leakage on weather side door of Emig cabin. Sprayed water on it. Leaks badly. There is no jamb in the door that would seal the water out. Water comes in from top as well as bottom. ADA does not require a second door. Urban’s recommendation is to build the door in as a window. More cost effective than a portico. Urban and Mark Cavagnero will take a look & come up with a concept to reframe the door as a window after rainy season ends.

Report on other maintenance and repair activities that have been accomplished.

Wayne states Board looks to B&G to take initial leadership on all items and make recommendations to Board.

PRESIDENT'S REPORT

- Recruitment of new Work Party chairman
Jennifer Barclay is stepping down. Jennifer has binders with information that will be passed on to the next Work Party chair. Her first advice: whoever takes over can use her materials, but should feel free to do the job their own way. Jennifer says it is the best job at the WPI because of the opportunity to meet many people and be involved in one of the central activities at the WPI. Jennifer emphasized that the job is not as daunting as people might think.
- Issues surrounding WPs – no. of participants, wampum policy, etc.
Wampum policy – need to make decisions regarding what activities qualify for wampum reward. Where do we draw the line?
- Emig Trust – status update 2018
Wayne had a telephone conversation with Colin Claxsons, head of the Emig Trust. Mentioned Emig Cabin door, deck extension, and electrical issue. Colin said that most of these sound like maintenance issues. He also indicated that WPI should not expect any money this year in light of last year's donation and the needs of other groups. The trust specific re what is appropriate for the money. The pending WPI projects don't necessarily fit. There is \$450k left in trust, with a principal distribution of \$75k/year until spent. Colin said he is going to discuss Emig Trust a grant of \$1-1.5k/year for the WPI newsletter. WPI is not currently receiving this grant.
- Official "logo" of West Point Inn (re: Innkeeper shirts)
Is there an "official logo" for WPI? Discussion. Maybe something for the Innkeeper polo shirts.
- Donation requests from two organizations:
Hospice by the Bay (Annual Ball in November, silent auction)
Point Bonita YMCA
Discussion re our current policy of giving 1 room (max. occupancy 2) or 1 cabin (max. occupancy 4) each available only as a midweek donation for a lottery/auction. Our current maximum is for 12 such donations annually. Board agrees that we should continue these policies allow this as the President's discretion.

TREASURER'S REPORT, Mark Northcross

Holding steady in cash despite expenditures. Reason: January and February overnight use fees highest for each month since at least 2001. First week of March numbers seem more historically normal. Good news. Usage of Inn is going up. Possibly an artifact of social media. Water usage has been up this year.

Electricity. Making progress. Off grid expertise is hard to come by in Bay Area. Now system reliability is now a big deal because this is what everything will run. Needs to be up 24/7. Mark reviews of anticipated system basics. Battery life is a critical parameter. Probable minimum cost for full system install is \$15-20,000+. We may have to relocate batteries & generator due to space requirements. This would be an additional expense.

Discussion whether this investment is necessary. Will more electricity change the character of the Inn? Real purpose to run refrigerators. Generator is also useful for work parties (for power tools), Heritage Night (in past, rented portable generator). There is always a cheaper system, but the cost of such systems is that they require much more manual labor, and WPI funds, to fix failures. The Innkeeper will have to deal with issues frequently, sometimes in the middle of the night. Batteries will not last as long. Ultimately takes too much attention of Board, Innkeepers, etc. A

"bulletproof" system is the approach taken by people with real experience living long term off the grid. A system that will reliably support several new refrigerators is important. Demands on the WPI, the refrigerators, the Innkeepers are more than in prior years because of increasing demand.

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Meeting with consultant/contractor Rick Ramsey upcoming at WPI. Board members were encouraged to come if they can.

OLD BUSINESS

- ADA Handrail – status update
Repair has been done. There has been positive feedback including from a person with mobility issues, however, from an aesthetic standpoint, it leaves a lot to be desired.
- Discussion re whether the stairway bottom handrail at the base of Innkeepers quarters and the front entry stairs is required to be exactly in compliance with ADA specs as they both present a safety hazard because they protrude out too far.
- Emig Cabin Door Leak– decision needs to be made
See previous discussion.
- Generator Upgrade Report (Mark Northcross)
See previous discussion.
Assessment of entire electrical system including solar panels, batteries, inverters, and anticipated replacement of 24v refrigerators with semi-commercial 110v models.

NEW BUSINESS

- Marketing Efforts for Emig Cabin (Bob Newcomer):
There has not been a large demand for cabin by disabled community. Fear of the road appears to be a factor. Marin Center of Independent Living has shown some interest in checking it out.
Strategy is to start small. The consortium that is involved with One Tam is putting together a 5-year plan includes goal to increase accessibility to the mountain, which includes disability access. Bob has already been invited by MMWD to coordinate with them. Strategy is to encourage disabled persons to come to the top of Mt. Tam. Some of those people may then want to take a side trip to the WPI. Funding sources would have to be outside entities, including One Tam. One idea is that someone arranges Whistlestop-style busses to bring people to the Emig Cabin so they can at least tour it and realize what's possible. It is not a trivial issue for many disabled people to get up the mountain and even more to drive into the WPI. There is no scheduled transit access to the top. Ultimately, MMWD may need to regrade the road.
- Donation to help purchase railroad engine no 9 (original MT&MW railway locomotive)
Fred Runner has set up LLC, found money source, submitting bid for locomotive tomorrow. If he wins, then figure out next step. [**Note: Fred submitted the winning bid.**]
- Policy to limit work party volunteers to a maximum number in any given month.
Many reports of too many volunteers. Last work party had 75 attendees. No work for all people. Nonetheless, members attending get \$25 wampum. Everyone gets a meal. This is putting a strain on Inn and Innkeepers. Issue with signup process. Meal planning is tough if many people who did not sign up but show up. Clean-up after the lunch has been a challenge. Many people thought that 30 was the right number for many work parties. Concern was expressed regarding the prospect of people showing up to work without signing up, being turned away and being upset. There will be a new chair of this committee incoming. Discussion. WK will discuss with Jennifer next week. Board asked to consider what, if any, policy changes could be made that might solve this issue.
- Policy to remunerate members with wampum who deliver supplies like lumber and cement to the Inn before work parties – this in lieu of Innkeepers doing the delivery was discussed.
See previous discussion.

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The general sentiment was that ringing supplies up for a work party is really part of work party. Deserves wampum. Sense of board – get wampum (\$25) for delivering. If attend work party, don't get additional wampum. There was no discussion of the option of reimbursing for mileage.

- Rose wants some guidance on the issue of reserving a free room for WP chairman on Friday before a work party. Also the potential impact this has on a whole Inn booking for that night. Discussion. Sense of board not to do so going forward.
- Innkeepers want to change weekly shopping for supplies to a monthly “online” option (e.g. Amazon) Advantages – Innkeepers are not “out of pocket” for these expenditures while they wait to be reimbursed, uncompensated time no longer spent to do shopping weekly, quicker more efficient system than current method (David Durr)

Discussion. Smart & Final card now. Obtain Costco and/or Amazon Prime online accounts for ordering online would be next step. Historically Innkeepers brought supplies up once a week. Maybe longer interval would work better. Proposed by David Durr to order once per month – issue raised as to the storage capacity and the size of loads being too large for many IK vehicles for one month's worth of supplies at Inn.

COMMITTEE REPORTS

Communications/Website Committee: Jan Gauthier
Website edited to reflect updated events for 2018.

Development Committee: Suzie Adams Koide
\$8,429 donated by 77 people for the fire protection fund raising. She suggests an appreciation event sometime this year.

Election Committee: Chris Marcuse & Lin Johanson – no report

Event Committee: Gail Shahan/Fran Rondeau
Johanna Sitek and Gail met with members of Tourist Club and Alpine Club on March 2. Decision was to postpone the three-club hiking and BBQ day from Memorial Day to later in the Summer (July 15, 22, 29). Next meeting is in early April.

Fire & Safety: Pete Martin – no report

Garden Committee: Kathleen Kopp – no report

Heritage/History Committee/ Historian: Fred Runner

- See New Business “Heritage Night”

Housekeeping: Fran Rondeau/Bonnie Jones
New mattresses and box springs for Innkeeper quarters are in.
New cushions in Hiker's Lounge are in.
Incident where one of the new wooden chairs collapsed while an Innkeeper was sitting in it. Manufacturer was notified and offered either to come get them or repair them. Chairs will be sent back to the manufacturer for refund.

Water Tank/System: Bonnie Jones
New disinfection dosing system installed by MMWD on Feb 16

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New manual for instructing Innkeeper created by Bonnie and Peter Grazier (IK) – all dosing is done from ground level –no ladder required
 Regarding installing a flow meter device, Balance Hydrologics inspected and said that some boulders will have to be moved. Really an MMWD project. Mike Swasey looked at it and said he needs a plan. That is in process.

Membership: Gordy & Lynn Mac Dermott.

- We have 5 -6 on wait list.
- Gordy will be back April & May.

Mountain Organization Liaison: Olene Sparks – no report

Newsletter: Alison Bricker

Old Timer’s Liaison: Marilyn Skaff,

Pancake Breakfasts: Lin Johanson/Gordy MacDermott

Personnel: Lin Johnson/Fran Rondeau.

- Considering Innkeeper shirts – 7 Innkeepers, 7 shirts each – first estimate is \$1500 (see also President’s report on “official” WPI logo).

Policy & Procedures: Chris Marcuse – no report

Reservations: Rose Sullivan/ Jennifer Green.

- See New Business.

Work Parties: Jennifer Barclay – no report

Other

Discussion re problems with the reservation system software. Patti Schmidt will look into alternatives.

Open Meeting was adjourned 9:15 pm. Move: Bonnie; Second: Multiple. Unanimous.

Respectfully submitted,

James Parton

CLOSED SESSION

Policy Motions passed	
<i>Topic</i>	<i>Details</i>

Tally of Donations of mid-week overnight accommodation - 2018	
Month voted	Organization

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March	Hospice By the Bay, Point Bonita YMCA