

**WEST POINT INN ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Monday, February 8, 2016, 7:00 PM  
220 Nellen Ave  
Marin Municipal Water District  
Board Room  
Corte Madera, CA 94925

**MINUTES**

Meeting was called to order at 7:02 pm by President Fran Rondeau

Board Attendees: Ward Flad, Jan Gauthier, Gordy MacDermott, Pete Martin, Bob Newcomer, Brenda Roberts, Fran Rondeau, Fred Runner, Olene Sparks

Board Members Absent:

Others: Ward Flad – Parliamentarian, Bonnie Jones – Secretary, Mark Northcross - Treasurer, Gordy MacDermott - Membership chair, Jennifer Barclay - Workparty chair

**APPROVAL OF MINUTES**

Minutes of– January 11, 2016 - Bob Newcomer made a motion to approve which was seconded, unanimously approved incorporating a small rewrite for the Heritage Committee portion of the minutes submitted by Fred Runner.

**PRESIDENT’S REPORT**

*Christmas dinner for 2016:* Fran spoke with the proprietor of Benissimo in Downtown Corte Madera to schedule this year’s Christmas dinner.

*Ranger Meeting:* Report regarding a recent meeting of several state park rangers organized by Supervising Ranger, Roberto Walton. The meeting was held Monday afternoon and overnight January 25. It was a big success & Fran recommends making this an annual event. Board members agreed.

*Laundry & Trash Service:* We are switching laundry service to Mill Valley Laundry (on Miller Ave) - \$2.00/lb. Pat is checking a new trash service as well.

*MMWD:* The first electronic bill from MMWD indicates the cost was over \$60,000.00. Mike Swezy sent electronic bill but asked we hold off as it was incorrect. Fran asked him for a hard copy- still waiting.

*Water Tank Safety Concerns:* At the innkeepers request, we once again questioned Mike Swezy and Crystal Yezman about the safety of the water tank and its applicability for storing potable water They assumed we were satisfied. Fran requested some more details/a paper trail about the origin of the tank which Mike said he would send us. MMWD will test the water monthly. Fran requested a schedule & list of chemicals tested.

Discussion ensued regarding testing and the possibility of independent third party verification.

Olene moved that we do research to locate and possibly hire a third party expert in tank quality and potable water quality to address safety concerns, seconded. Further discussion ensued. Motion passes yes - 8, No - 0, abstention 1.

*Newsletter:* The next newsletter is scheduled to come out on March 1st. Please submit all articles and images by Wednesday, February 17.

*State Park:* Ranger Gazzolo from Mt. Tamalpais State Park made two requests for changes to the WPI website, which were completed by Jan and Kay.

1. Under the “Getting Here” tab, instructions are listed for parking. Please add a statement to “leave a note on your dashboard that says “WPI” so Park Staff knows you are an overnight visitor of the West Point Inn.” Our parking lots are only permitted to be used by overnight guests during nighttime hours, so when WPI visitors do not leave a note they sometimes get a parking citation when Rangers think they are a day use visitor who has stayed longer than allowed.

2. Also under the “Getting Here” tab, in the third paragraph under “Vehicle Parking”, it says that overnight parking is available in the parking lot across from the Mountain Home Inn on Panoramic Hwy. Please remove that paragraph? The referenced parking lot is State Park property. State Park parking lots (along with the trails, and other lands) are closed from sunset-7:00 AM. The exception to the closure times at Mt. Tamalpais are Pantoll and Bootjack parking lots and campgrounds, for registered overnight guests only. So to be technical, that parking lot is not permitted for anyone to park in overnight.

Donation requests (if any)

## COMMITTEE REPORTS

*Treasurer's Report:* Mark Northcross - cash position is fine. Overnight use fees stable as compared with 2015. Proposed 2016 budget was discussed.

*Building & Grounds:* Brenda Roberts – distributed letter from Dewey Livingston regarding National Register of Historic Places. Brenda will meet with Historic Preservation Committee next week. Brenda will meet with Bill Kelly - walk-through details with his planner. She will submit an amendment to existing permit. Brenda summarized details of final design. There was discussion about decking & removal of the ramps.

Flooring upstairs & plumbing - schedule for the end of May – Monday - Wednesday. They will be downsizing the cast-iron plumbing & installing Douglas Fir color in the bathroom & redo floor in toilet room.

It is anticipated that we will start cabin construction in May -June. Tankless hot water heater will be installed in the back of innkeepers' cabin. Brenda asked if digging the trench for the propane line can be included in the Work Party tasks?

*Communications/Website Committee:* Jan Gauthier - The website has some issues with some mobile devices. Kay fixed this issue. PKB & WP schedule have been made more visible on website. Jan reported that she will be using an historic picture for PKB poster.

*Development Committee:* Ward Flad - Ward reported that he had three meetings with committee members - lots of talent.

We are planning to do a Fundraiser event this fall (i.e., September), and hopefully make it an annual event. The strategy is to select a project that is:

1. within the expectations of a regular fundraiser (e.g., \$10-15,000)
2. on the B&G short range plans i.e., that can be started this year)
3. completed within a one year time frame (i.e., before the next year's fundraiser).

Suzie will spearhead this event & it will be separate from dues request.

Ward outlined plans to continue to make contact with public (non-members) - PKB participants - raffle will continue.

Discussion on our investment relationship with MCF ensued, specifically about the amount and the type of funds we should participate in – we have \$35K - in money market fund. Ward noted that we pay the same fee for different types of investment. One option is general market fund. There is some interest in taking money in the bank account & investing to increase returns. Ward can bring to next meeting MCF brochure that lists their options for investing. Ward will forward details ahead of meeting. Discussion - balancing yield vs. liquidity. Concerns were expressed that we must invest for the long-term.

Lifetime membership dues were discussed. Gordy brought up that we have a category called sustaining member (\$180/yr). Ward encouraged discussion and to address what a being a lifetime member means.

Ward wants to review the by-laws regarding our relationship with corporations.

*Elections Committee:* Chris Marcuse/Lin Johanson - Report from Jan on the meeting held tonight at 5:30 pm. We need to choose a nominating committee for the next round of elections. Nominating committee should be established each year - recruiting, board succession, what is involved in being a board member.

The Board needs to decide if we want to change the bylaws. One major decision - return to the policy of Board members having one three year term with one year off or to allow up to two three year terms. Discussion about these options and the pros & cons ensued.

Fran will contact Chris to draft changes to bylaws for consideration and review at the March meeting.

Bob Newcomer made motion to change the by-laws from the current system of three two-year terms to two consecutive three year terms for Board members. Format regarding the number of three year terms are to be discussed and voted on at a subsequent meeting. Seconded, passed- With 8 in favor and 1 opposed.

*Fire & Safety:* Pete Martin/Joel Blackwell – no report

*Garden Committee:* Kathleen Kopp – no report

*Heritage/History Committee:* Fred Runner/Linda Hulley + Carl Nolte Marilyn Skaff Nancy Skinner Olene Sparks - Excellent participation for the Heritage night event - April 8-9.

*Historian:* Fred Runner - no report

*Housekeeping:* Fran Rondeau/Bonnie Jones - no report

*Membership:* Gordie & Lynn Mac Dermott -

Ward made a motion to approve members which was second, and all new members were accepted unanimously.

Naya Oberg of San Rafael sponsored by:  
Megan Agosto and Jennifer Barclay

Molly Greene of San Francisco sponsored by:  
Jennifer Barclay and Karen Parko

Judy Jonas of Nipomo sponsored by:  
Gordy MacDermott and Jennifer Barclay

Teresa Petrilla of Martinez sponsored by:  
Lynn MacDermott and Barbara Rhoades

Hannah Rahill of San Anselmo sponsored by:  
Carmen DiBenedetto and Melanie Mociun

*Mountain Organization Liaison:* Olene Sparks – no report

*Newsletter:* Alison Bricker - The next newsletter is scheduled to come out on March 1st. Please submit all articles and images by Wednesday, February 17.

*Old Timer's Liaison:* Marilyn Skaff - no report

*Pancake Breakfasts:* Chris Marcuse/Lin Johanson – no report

*Personnel:* Lin Johanson - no report

*Policy & Procedures:* Wayne Koide – no report

*Reservations:* Rose Sullivan - no report

*Work Parties:* Jennifer Barclay -

1. Work Party assistances have responded positively. 12 people volunteered at WP - 2 per WP & volunteer chefs (9). Jennifer has list of chefs for other events.
2. Jennifer would like the Board to consider having Friday night prior to the WP left open for work party participants to book (& pay). Gordy noted that for PKB the host assigns rooms. WP host would need to take on this role. Would need to block whole inn & if rooms available two weeks the rooms would be opened up. Trial run was suggested - a couple of WP. Logistics are a concern. Brenda suggested trying for two months. Jennifer will come back with more details & proposal to address some of the logistical challenges.

Brenda & Fred recounted history of work parties and the development of wampum - participants spent Saturday night after the WP & if they couldn't they received wampum.

OLD BUSINESS

NEW BUSINESS

Meeting was adjourned 9:27 pm.

Respectfully submitted,

Bonnie M. Jones

<b>Motions passed</b>	
<i>Topic</i>	<i>Details</i>
Bob Newcomer made motion to consider changing terms of office to two 3 year terms and continue discussion at next board meeting - returning to our former bylaws. Motion seconded, 8 for 1 opposed. .	Format regarding the number of three year terms are to be discussed and voted on at a subsequent meeting.

<b>Tally of Donations of mid-week overnight accommodation - 2016</b>	
Month voted	Organization