

WEST POINT INN ASSOCIATION
BOARD OF DIRECTORS MEETING

Monday, July 9, 2018, 7:00 PM
220 Nellen Ave
Marin Municipal Water District
Board Room
Corte Madera, CA 94925

AGENDA

Meeting was called to order at **7:01** pm by President Wayne Koide

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

Board Members Absent: Johanna Sistek

Others: Jim Parton - Secretary

APPROVAL OF MINUTES

- Minutes of June 11, 2018 Board Meeting
Move: Fran; Second: Bonnie; Unanimous.

PRESIDENT'S REPORT

- ADA handrails in front of Inn removed at June work party
- Proposed window replacement for Emig Cabin door has been bid and estimate received
- Need to define a single source for determination of Red Flag alerts and a protocol for informing public and members
MMWD makes decision based on NOAA. Plan is to have Innkeeper send email to membership when a red flag alert is issued. Innkeeper training is important. Discussion. WPI is area 507 in NOAA-speak.
- Mike Swezy has approved relocating a new generator and propane tank to solar panel field above Inn
- Report on Innkeepers Meeting, July 9
Issue with garbage pickup by Redwood Empire. There will be a contact with Marin Sanitary Service.
Innkeepers' shirts. Sense of Board is to go forward. Discussion regarding logo.
Website issues: Remove references to asking Innkeepers re use of BBQs or reservations outside 90 days.
Emig Cabin is getting popular with nondisabled members because it is cooler than other cabins, has electricity, etc. If not booked 7 days out, anyone can book. Discussion.

TREASURER'S REPORT, Mark Northcross

Cash position remains stable. Red flag days have not been a big hit, but brought revenue from near record to "good." Expenses, generally, are down. Refunds are down.

OLD BUSINESS

- Decide on window replacement project for Emig Cabin door.
Bid from Charles Windows and Doors includes 20% discount. Replaces the door with a window.
CWD wants WPI to pull the permit. Discussion whether a permit is necessary; if so,

Motion to accept CWD proposal for repair of Emig Cabin for their estimate of \$12,250, per their proposal dated 7/2/18. Motion: Chris; Second: Fran; Unanimous. [attach copy of bid (in my email)]

- Decide on Electrical Upgrade for Inn following report by Mark Northcross – specifically after considering the additional costs (beyond Pavel’s \$37,000 estimate) for new propane tank, solar panels, refrigerators and associated wiring. Full project budget attached. It includes: new generator & propane tank; installation across road to the solar field; new batteries; new solar panel; replace inverters/controllers; replace DC wiring with code-compliant AC wiring; 3 new AC refrigerators/freezers; all labor.

MN makes presentation. Lengthy discussion.

Motion to accept full project proposal with estimated cost of \$50,000 plus permit fees.

Motion: Olene; Second: Bob; Unanimous.

- Discuss letters of employment/ letters of agreement or lack thereof of WPIA employees (Jim Parton)
Discussion. Mark will check storage for files.
- Three Club Hike update (Johanna Sistek)
No report.

NEW BUSINESS

- Whole Inn bookings issues (Bob Newcomer)
One issue is access to Emig Cabin on weekends conflicting with whole inn bookings. Discussion.
- Discuss WPIA protocol used to announce Red Flag Alerts
See above
- Discuss issue regarding hard copy distribution of WPIA newsletter – should we continue this practice? (Alison Bricker)
Discussion.

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
Discussion.

Event Committee: Gail Shahan/Fran Rondeau
Clean up was an issue after last member meetings. WK will make announcement.

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
Propose having full size freezer.

Water Tank/System: Bonnie Jones
MMWD will deal with this as a repair. Progress is being made. Work will probably be in October. MMWD crews will do the work.

Membership: Gordy & Lynn Mac Dermott.

Membership is capped at 600. There is no current waiting list and no openings. Typically, 25-30 members do not renew in January. Earliest date for new members is probably March 2019.

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.

Lin looking for another innkeeper.

Policy & Procedures: Chris Marcuse

No report.

Reservations: Rose Sullivan/ Jennifer Green.

No report.

Work Parties: Don Keeley

Open Meeting was adjourned 9:16 pm. Move: Mark; Second: Patti; Unanimous.

Respectfully submitted,

James Parton

Secretary

Policy Motions passed this meeting	
<i>Topic</i>	<i>Details</i>
Repair Emig Cabin west-facing door	Accept CWD proposal for repair of Emig Cabin for their estimate of \$12,250, per their proposal dated 7/2/18 (attached to Minutes). Motion: Chris; Second: Fran; Unanimous.
Upgrade & repair of electrical system	Accept full project proposal with estimated cost of \$50,000 plus permit fees. Motion: Olene; Second: Bob; Unanimous.

Tally of Donations of mid-week overnight accommodation – calendar year 2018	
<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]



**PROJECT PROPOSAL
COMPLETE SERVICE**

Rick Smith
415-730-8232
rick@charleswindows.com

License #840757

PREPARED FOR: West Point Inn - Marin Co. , Ca. DATE: 07 / 02 / 18

PRODUCT DETAILS:

- ❖ **Window(s)** Install 1 new solid mahogany wood window as follows: This is a Full frame removal of existing ADA compliant 42" wide door system. CWD to complete a 36" wall build up in/out as required for new unit to include all
- ❖ **Door(s)** New exterior Z bar flashing & flashing on 3 sides & wood shakes as required. Box in interior wall 36 inches high and match existing wood slat paneling. Client to paint/stain all new int/ext trim as required - 8 week lead time
- ❖ **Color** Solid mahogany wood stain grade - client to stain as required
- ❖ **Trim** Wall build as required. All new shakes and int. paneling as req'd
- ❖ **High Performance Glass** dual pane tempered with SDL grids to match other units

- ❖ Includes custom-sized windows, all new screens (for operable windows and sliding doors), and choice of hardware color (included): ORB Hardware. New screen available upon request

- ❖ **Options (if any)**
 - 1) Clients to pull all building permits as required. Lifetime Labor Warranty
 - 2) window is 42" wide x 48" high dbl. hung w/16" bottom sash to match other units

- ❖ **Additional Items:** 1 1/8" sq. grids 4 wide x 3 high to match other units - square edged

NO ADA STYLE DOOR AVAILABLE WITH A RATING FOR NO LEAKS AT SILL AREA

COMPLETE SERVICE PROPOSAL INCLUDES:

We believe that your best home improvement and lowest cost comes from *doing it right in the first place*. We proudly guarantee our results and we're not scared to be compared, apples-to-apples. Our Service includes these features:

1) Consultation for your **Best Solutions**

- Address *Design, Product, Energy Efficiency, Conditions, Title 24 Building Codes, and Construction issues/choices*
- *Listening* to your concerns, *Solving* problems, then *Contracting* responsibly



2) Made-In-The-USA Products with Quality You Expect

Excellence in Installation

3) Our Dedicated Project Management **Team Focused on your Project**

- Deep Technical Review (not just measurement), including *Water Infiltration Expertise*
- Broad team (not just one or two) manages installation and customer service issues
- Permit services are available, as a pass-through cost

4) Peace-of-Mind Installation by **Specialists**

- Discard/remove/recycle your old windows and doors
- Installation by crews who are: 1) *factory-trained and certified*, 2) *long-term employees*
- Fully insured installers (workers comp & liability)
- EPA-Certified; Lead testing



5) Worry-free **Lifetime Protection & Care, and No Future Correction Costs**

- *Lifetime* Warranty on Installation
- Full Manufacturer's Warranty; we also represent you in any warranty issues
- Guarantee: No future *correction* costs (elsewhere could be from 100% of original cost to "shocking")

TOTAL INVESTMENT:

(including taxes; valid for 30 days)

Retail	\$15,312
Discounts	- 3062 20% off
FINAL	\$12,250

PAYMENT OPTIONS:

Check, Visa, MasterCard, Discover
0% Interest (OAC) California First
Financing Available N/A

***PRICES OF OPTIONS OR ADDITIONAL ITEMS:
(NOT included in FINAL PRICE)**

WE'RE NOT SCARED TO BE COMPARED ... ASK WHY!

Full Project Budget

Bid price from Pavel	41,000
Estimated cost from McPhails for new propane tank and line to generator	6,000
Building permit	?
3 new refrigerator/freezers	3,000
Full Project Budget	50,000

Pavel estimates a resale value on for the existing generator, solar panels, inverter and controller of about \$5,000.