

**WEST POINT INN ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Monday, February 12, 2017, 7:00 PM  
220 Nellen Ave  
Marin Municipal Water District  
Board Room  
Corte Madera, CA 94925

**MINUTES**

Meeting was called to order at 7:02pm by President Wayne Koide

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

Board Members Absent: Gordy Mac Dermott

Others: Jim Parton – Secretary; Fred Runner & Jay Gustafson

**APPROVAL OF MINUTES**

- Minutes of January 8, 2018 Board Meeting

**Bonniemade a motion to approve which was seconded, unanimously approved.**

**PRESIDENT'S REPORT**

- Special Presentation by California Alpine Club

Jay Gustafson presented. Proposing an event on May 28/Memorial Day Monday. Tourist Club Board has approved. Concept: "Progressive hike" between the 3 clubs [Alpine, WPI, Tourist]. Goals: 1) each club's members meet the others' members; 2) public campaign to bring people from Marin, San Francisco & beyond into the clubs; 3) expose members and public to One Tam's efforts for the mountain. Emphasize One Tam's role on the mountain. Three spokespeople (1 in each club) making their own (different) presentations about One Tam. Jay has not approached One Tam people yet pending the clubs getting together, but has no doubt that they will be delighted. Their role not clear at this time. One idea: a One Tam "passport" with each club having a stamp for hikers. What does this event mean to hikers? Parking problems on Tam. Maybe each club's "hike coordinators" meet to discuss where will visitors park/start? Alpine Club plans an end of day party, including BBQ & live music. Alpine Club is looking for expression of interest. Probably a fundraiser for One Tam. Maybe their youth "Link Program." Tim Warden is hike leader at Alpine Club and taking lead (with Jay) on this idea. Pia Anderson is leader for Tourist Club. Wants to get reps together from each club to brainstorm.

Discussion. General expressions of interest. Johanna Sistik volunteers to be liaison on WPI's behalf, with someone else's involvement to help choose hikes. Suggestion to get other Tam non-profits involved – TCC? Friends of Mt. Tam? Get all nonprofits involved with Mt. Tam in a room together.

**TREASURER'S REPORT, Mark Northcross**

We are back to same cash position that we were at start of 2016. Also, very high overnight use fees in January 2018. Need some clarification of division of credit card donations amount vs. overnight use fees. Mark thinks he has that data cleaned up, but still some details to sort out. Note:

this is income, not actual January stays. Some of it will be for reservations through April.  
Question: What is maximum income if every room booked every night?

#### OLD BUSINESS

- ADA Handrail  
Bid from Mr. Handrail was originally \$8,000. Updated estimate was \$13,300. Wayne looked into doing it cheaper. Got estimate from Brent for \$7,500. Most of handrail is in. It will be copper.
- Emig Cabin Door Leak  
Wayne: Urban believes door defectively installed. Not square. Not required to have 2<sup>nd</sup> door in cabin because structure isn't large enough for ADA to require it. Thought is to replace it with a window. Need estimate. Other fix involves awning and glass shield against wind driven rain. Bid for this is \$22,000.
- Generator Upgrade Report  
Mark: Been in contact with contractor, Leed Generators. Rep, Rick, has been to WPI and agreed that current system is jury-rigged and inadequate for off grid use. Will visit WPI in the next week or so and come up with proposal and bid. They are well qualified for this project. Cost unknown.
- Status of extending Permit for Deck Extension project  
Need to extend permit every 6 months if work has not started. Contractor is one to do it. Cost of project is \$51,000+. Plan is to defer for a year. Need for shade mentioned.

#### NEW BUSINESS

- Heritage Night 2018—see Heritage Committee report
- Re-invigorating the Ways and Means committee  
Bob: Historically had a W&M Comm. [Bldg&Grnds, Treasurer & President] Like an executive budget committee. W&M could help new President put together budget for year. Also help with projects such as working on maximizing the reservation software's report generator. Having prior President on committee would be helpful. Wayne will try to get it going.

#### COMMITTEE REPORTS

*Building & Grounds:* Urban Carmel & Mark Cavagnero

- Repair/replace generators, battery pack and refrigerators – Status Report.(see old business)
- Emig Cabin Railing project - Status Report. (see old business)
- Solution for Emig West facing Door – Status Report. (see old business)
- Status of permit extension for deck extension project. (see old business)
- Improve ventilation of generator shack – waiting for decision regarding overall electrical system.

*Communications/Website Committee:* Jan Gauthier – no report

- Comments on reports created from SuperInn and the critique of them--deferred
- Are there any new forms or other efforts to improve the data quality pulled off of SuperInn--deferred
- Google maps incorrect routing to WPI--deferred

*Development Committee:* Suzie Adams Koide

- Collected \$8,000+ so far for Defensible Space fund raising  
Much of this money came from Gordy's fundraising letter. Also a number of volunteers arose from this letter. Question whether all committee chairs have reached out to people who have put their names in the hat expressing specific committee interests.

*Election Committee:* Chris Marcuse & Lin Johanson – no report

*Event Committee:* Gail Shahan/Fran Rondeau

- First annual Crab Feed – total success – Thank you Jan, Fran and Team!

First annual crab feed was a success. It was sold out with lots of new faces and non-members. Everyone who signed up showed up. Thanks to the IK who posted the flyer at the Inn.

The exact final number will be sent to Mark and Marta but for general purposes we seem to have netted over \$1800 for the Inn after expenses and supplies. We had 68 paid Guests and 9 Volunteers at the Inn on Sunday. The event went very smoothly and the guests said they had a great time.

Thanks to our team of volunteers: Our head Chef Fran Rondeau for the delicious dishes that accompanied the crab and running the kitchen from start to finish, Gail Shahan for setting and decorating the tables, and keeping the guests well served, to Wade Hufford for picking up the delicious cracked and cleaned crab from Osprey Seafood in SF and running the back kitchen, for Liora Krantz for greeting and checking in our guests and serving and cleanup, Sean McCormick, Will Sink, Bryce Hufford for serving. helping in the kitchen and cleanup, Bonnie Jones and Mike S. for help with desserts and cleanup, Bob Newcomer and Carol for the bar and cleanup and InnKeeper Peter lending a helping hand and keeping the Inn running smoothly.

- 2018 Heritage Night rescheduled for May 18-19
- Work Party May 19 cancelled

*Fire & Safety:* Pete Martin.

Pete & Wayne had meeting with Carl Swezy. Lease now requires WPI to maintain defensible space. 200 feet is standard. MMWD agreed to add a day to clear cutting budget (\$3,200 total). MMWD wants a single point of contact responsible for clear cutting and defensible space: Carl Sanders is it. WPI already has 200 feet in all directions except upslope.

- Fire Hardening – close openings underneath Inn, re-screen vents, redwood posts on deck (remove bark and seal) – can be accomplished at a WP but under specific guidance
- Three leaders identified for subcommittees – John Kawamura, Ed Poser, Scott Halstad – total of 12 members

*Garden Committee:* Kathleen Kopp – no report

*Heritage/History Committee/ Historian:* Fred Runner

Wayne: Change of Heritage Night date to May 18-19 done. Issue regarding paying the guest.

Fred: This is the centenary of construction of Honeymoon Cabin. Washington Dodge built the cabin in 1918. Spanish Flu may have been impetus for the construction. Dodge Tax Collector for San Francisco and former Supervisor, as well as a survivor of the Titanic, lifeboat 13. We know of the Titanic connection through Ken Marschall, foremost Titanic expert. Ken has been to 2 prior WPI events (7/1/95 premier & 2003), free of charge. Lives in SoCal. Proposes paying him, since he came twice for free and it is a lot to ask him to bear his own travel costs. Fee is \$2,000. He can bring a very detailed and personal perspective. Ken will talk about Dodge and also Ruth Becker (12 year old girl in lifeboat 13) who Ken got to know late in life and can provide a very personal perspective on the Titanic and through her Dodge. Fred will present regarding Dodge's connection to WPI. MaryMartori has offered to donate the \$2,000 fee to enable this as a tax deductible donation.

Discussion. Fran is going to use the Titanic menus inspiration for the dinner. All past speakers have been free; some are concerned about setting a precedent (paying for a speaker, or having an individual donating for a specific purpose). Make it clear that this is an exception to our policy? It may be that, in the future, it will be necessary to pay to get high profile speakers, whereas it has not been necessary up to now. Concern also re perception of others re spending this amount of money. Heritage Night has never been for purpose of a fundraiser; purpose to educate, fulfill mission statement and by-laws to inform the public of the unique history of the WPI. Probably could pay for it with HN fees (\$4,500) with remaining money sufficient for the dinner. Not a problem to issue tax deduction receipt.

**Johanna moves to accept \$2,000 gift, with assurance of tax deduction letter, & Ken being retained. Olene second. Discussion. Passes unanimous.**

Idea: Proposed that we auction off overnights of the weekend in Honeymoon Cabin, transport from Pantoll, & dinner. Setup cabin with linens, flower, champagne, fireplace. One for each night. Want to be sure that the Board is OK with that. Needs to be on the fliers. Maybe add in a book signed by Ken. Plan is for a couple. Minimum bid \$100. Half of people who come to Heritage Night are non-members. Alternative idea: lottery that night for mid-week nights in Honeymoon Cabin later. Discussion. Consensus is auction of Honeymoon Cabin nights for Heritage Night weekend is good idea.

*Housekeeping:* Fran Rondeau/Bonnie Jones

- Cushion re-upholstery is almost done – final installation to be completed at a work party
- Fran noticed deteriorated box spring in Honeymoon cabin – ordered new. Will use work parties to assess condition of other box springs. Will hold off on replacing six refurbished mattresses and replace box springs instead
- There has been a request from an IK for a new queen mattress upstairs. Investigating.

*Water Tank/System:* Bonnie Jones

- Bonnie working with Peter Grazier (IK) on changing method of disinfecting water in tank. Still a work in progress and will take further refining. Also met with Mike Momson (MMWD) regarding installation of a more durable mixing chamber
- Bonnie working with Balance Hydrologics regarding finalizing their scope of work. Estimate is \$2,000 for spring flow and turbidity monitoring which is what board approved in 2015. Bonnie will help with readings and present findings to Board to minimize consulting costs. Remaining tasks have not been priced out – will require Board approval before we give Notice to Proceed. WPI is paying for study and plans. MMWD will pay for the construction.

*Membership:* Gordy & Lynn Mac Dermott – no report

*Mountain Organization Liaison:* Olene Sparks.

Report regarding Marin Cyclists proposal to build/convert the Historic Easy Grade Trail for mountain bike use.

There has been vigorous opposition to the conversion. It was once on local TV and there have been petitions to stop Easy Grade from becoming a hiking and mountain bike trail. There are petitions online. Concerns include:

- Erosion
- Sediment
- Damage to native plants

-Disruption to habitat of wildlife in, on, and around the area.

Olene has talked with individuals on this issue who offer the following:

Organizations that would likely oppose or have strong reservations are:

- Sierra Club
- California Native Plant Society
- California Alpine Club
- Friends of Mt. Tamalpais
- Tamalpais Conservation Club

There is some gentle, organized opposition at <http://www.footpeople.org>. This organization supports safe and secure trails. It believes the change in designated use is not needed.

Olene understands that the State Parks System is moving ahead but hasn't confirmed. She thinks a study of native plants protection is underway.

Supporting MCBC could also alienate organizations that have long been WPIA's friendly Mt. Tam neighbor. For example, the TCC has been "guardian of the Mountain since 1912" and is dedicated to the upkeep of trails. Members work hard to maintain the trails we all appreciate using. California Alpine Club has been thoughtful and generous by awarding grant money for WPIA projects.

Discussion. Consensus that the WPIA board not take a side. Doing so may be against WPIA Policy & Procedure.

- See President's Report – California Alpine Club presentation
- New Frames for display on deck are finished and we have ordered glass.
- Status of front display case  
In limbo. Need to move forward. Mike Swezy will pay for redwood if we need it. Question is the location. Current location is not a historical location (put in in the 1980s). Old photos show the front of the Inn without the display case. Need architect to draw up a plan. Wayne suggests Mark Cavagnero. \$3,000 grant from Calif Alpine Club for repair/replacement. Guesstimate cost is \$10,000. Emig Trust may help out.

*Newsletter:* Alison Bricker

- Newsletter articles due Thursday, Feb 15

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

*Pancake Breakfasts:* Lin Johanson/Gordy MacDermott

- All PCB hosts are set. About 50% of CU hosts are set – working on remainder

*Personnel:* Lin Johnson/Fran Rondeau.

- Recruitment/training of new IK – complete – no more in pipeline
- Considering IK shirts – 7 IK 7 shirts ea – first estimate is \$1500. Polo shirts. Discussion.

*Policy & Procedures:* Chris Marcuse – no report

*Reservations:* Rose Sullivan/ Jennifer Green.

- Utilization reports – Status Report--deferred
- Marketing plan for Emig cabin – Status Report Bob Newcomer, will be distributed later.

*Work Parties:* Jennifer Barclay – no report

Open Meeting was adjourned 9:09 pm.

Respectfully submitted,

James Parton

<b>Policy Motions passed</b>	
<i>Topic</i>	<i>Details</i>
Heritage Night speaker fee	Accept \$2,000 gift from Mary Martori, with assurance of tax deduction letter, and retain Ken Marschall as speaker.