

**WEST POINT INN ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, October 10, 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: Jan Gauthier, Gordy MacDermott, Pete Martin, Bob Newcomer, Brenda Roberts, Fran Rondeau, Fred Runner, Olene Sparks

Board Members Absent: Ward Flad

Others: Bonnie Jones – Secretary, Mark Northcross - Treasurer

APPROVAL OF MINUTES

Minutes of - September 12, 2016

Pete Martin made a motion to approve which was seconded, unanimously approved.

PRESIDENT'S REPORT

Fall meeting reminder for next Sunday, October 16. Jan Gauthier is the host.

Fran will send out the agenda. Committee reports, election, BBQ lunch, questions at the end. Fran asked for suggestions. It was noted that we need to solicit new Board members. Michael Stephens will stay & clean & serve.

Hall of Fame award was discussed.

COMMITTEE REPORT

Treasurer's Report: Mark Northcross - distributed cash position summary. \$275K in cash position. There are substantial liabilities against these funds. Overnight use fees slightly off compared to last year's. Insurance costs are up. More refunds have been issued. Also it was suggested that more members may be renting the Inn and therefore revenue would be reduced. The refund issue will be fixed in the new reservation system.

Building & Grounds: Brenda Roberts –

The West Point Inn Association Board of Directors hereby agrees to a corporate resolution that accepts the gift of \$200,000 and the conditions of the Emig Trust agreement to build the Accessible Cabin. Olene made the motion to accept the Memorandum of Agreement, Pete seconded. Discussion ensued. Seven votes in favor, two votes in favor *in absentia*. The motion passed unanimously.

Contract needs formal acceptance by Board - Al Hoffmann to build the cabin. October 17th contract start date. October 15th - need bales of hay to deal with run-off. MMWD will provide resources to correct grade for ramp to Members' lounge. Need 6' flat area near door. Discussion about automatic door-openers. Discussion about final permit requirements & waivers because of the historic code. Discussion about window details & ADA hardware. Goal to get foundation in right away. There will be two brass signs (1.1" x 4.5") installed - one interior and one exterior. It will be referred as the Emig Cabin.

The West Point Inn Association Board of Directors accepts the construction contract for Hoffmann executed by Board officers on October 6, 2016. Brenda made the motion, Gordy seconded, passed unanimously seven votes.

Cabin doors are nearly completed and have been stained with an oil & will be installed in November.

Galvanized pipe - 1/2 replaced to date. Brenda will call plumber to see about getting remainder replaced.

Brenda got all the pieces for installing weather station. Discussion ensued regarding location.

Communications/Website Committee: Jan Gauthier – no report

Development Committee: Ward Flad – Olene reported that the fund-raising mailer is progressing – they are getting bids for printing. Focused on fireplace. Mailing will go to membership.

Fire & Safety: Pete Martin – no report

Garden Committee: Kathleen Kopp – no report

Heritage/History Committee: Fred Runner – no report

Historian: Fred Runner – no report

Housekeeping: Fran Rondeau/Bonnie Jones – no report

Membership: Gordie & Lynn Mac Dermott -

After November Board meeting, there will be 593 members - several more applicants are in the wings. In January, any new applicants will be put on the waiting list. Gordy noted that between

2008 - 2016 from 14 to 43 per year dropped membership. Gordy recommends that we increase the requirement for membership to three work parties. Tabled discussion- next meeting. There have been 48 new members this year.

Bob made a motion to approve members which was seconded by Gordy, and all new members were accepted unanimously.

Jon Gauthier & Susan Loftus of Stockton sponsored by:
Gordy Mac Dermott & Donald DeLave

James & Maureen Parton of Mill Valley sponsored by:
Nita Winter & Fran Rondeau

Zepporah Glass of San Francisco sponsored by:
Jan Gauthier & Donald DeLave

Mountain Organization Liaison: Olene Sparks – no report

Newsletter: Alison Bricker – no report

Old Timer's Liaison: Marilyn Skaff - Excellent - great music, food etc. - red flag warning everyone had to evacuate at dusk. Joe Ludi - event was dedicated to him -- just passed away. 38 people attended.

Pancake Breakfasts: Gordy MacDermott/Lin Johanson – 581 breakfasts; \$4700. 12 on clean-up crew.

Personnel: Lin Johanson – no report

Policy & Procedures: Wayne Koide – no report

Reservations: Rose Sullivan - Rose will come to next month's meeting to discuss new reservations system. Bob would like to draft reservation policy for the Emig Cabin. He has reviewed websites for hotels. Tracked down ADA expert attorneys and they will review what we draft - will represent us in conference (\$400/\$700/hour). Would like authorization for three hours of consultation. Broader perspective.

Brenda made a motion to approve spending up to \$3000 to get legal advice on the ADA reservation policy. Fred seconded, passed unanimously.

Work Parties: Jennifer Barclay – no report

OLD BUSINESS

Water Tank: Report from Bonnie on September 16 meeting with the water district. Summary was distributed for review.

On September 13, 2016, a sample for lead and copper analysis was collected and received in the lab for processing. The sample was collected by Pat at the kitchen sink. Below are the results:

LEAD = Non Detect (<0.005 mg/L or ppm)
 COPPER = 0.19 mg/L or ppm Secondary MCL for copper is 1.0 mg/L
 ZINC = 1.164 mg/L or ppm Secondary MCL for zinc is 5.0 mg/L or ppm
 pH = 7.67
 Conductivity = 139 Us/CM Recommended to be < 900 Us/CM

Parlor Chimney: Looking for a historically sensitive and long term improvement led to GGNRA's Historical Architect Jill Johnson. She had some good ideas but no contractor to recommend. We contacted Fire Safe Industries, the manufacturer of FireGuard and Guardian, two possible solutions. Fire Safe suggested we contact Boston Brick and Stone in Pasadena, CA, who had restored dozens of National Register listed chimneys for the National Park Service at the North and South Rim of the Grand Canyon and the El Tovar Hotel, which opened in 1905, a year after the West Point Inn. "Boston Brick" will come to the West Point Inn for an extensive inspection, write a report and bid, including work plan and schedule. They use old school masonry on visible parts and the newest code compliant materials where not seen.

NEW BUSINESS

Firewood: Brenda will order four cords of wood.

Olene made a motion to adjourn the meeting, seconded, passed unanimously. Meeting was adjourned 9:12 pm.

Respectfully submitted,

Bonnie M. Jones

Motions passed	
<i>Topic</i>	<i>Details</i>
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Tally of Donations of mid-week overnight accommodation - 2016	
Month voted	Organization
March	Spark (Larkspur Schools)
September	Mt Play Auction