



P.O. BOX 8, SILVERADO, CA 92676

**REGULAR MEETING OF THE BOARD OF DIRECTORS
THURSDAY SEPTEMBER 22, 2005 AT 7:00 PM
AT THE SILVERADO COMMUNITY CENTER
27641 SILVERADO CANYON ROAD, SILVERADO 92676**

DIRECTORS

**Robert Hunt - President
Deborah Johnson – Director
Brett Peterson – Vice-President
Mark Levy – Secretary**

STAFF

**Cathie Fountain – SCC Director
Elizabeth Martyn – General Counsel
Bev Mileham – Admin. Assistant
Phil McWilliams – Grants Admin.
Steve Reighart – Caretaker
Meghan McCauley – Bookkeeper**

MINUTES

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CALL TO ORDER

The meeting was called to order at 7:00 PM by President Hunt, who acted as chairperson.

ROLL CALL, DIRECTORS AND STAFF

Present were Directors Hunt, Johnson, Levy and Peterson, Caretaker Steve Reighart, Admin. Assistant Bev Mileham, Grants Administrator Phil McWilliams and Bookkeeper Meghan McCauley

PUBLIC PRESENT AT THE MEETING

Sally Murphy, Linda Peterson, Hannah Peterson, Frances Williams, Mary Schreiber, Brandy Burton and Peter Bollinger

PUBLIC AND BOARD INPUT ON NON-AGENDIZED ITEMS

Fran Williams requested future agendization of a waiver of rental fees for two community events, the annual Silverado Fair, and the Halloween party organized by Connie Nelson.

1st ACTION: President Hunt moved to add approval of a Contract Amendment for SCC Director Cathie Fountain, agreeing on her voluntary reduction in working hours and salary effective September 16, 2005. Director Johnson seconded, unanimously approved.

CONSENT CALENDAR

2nd ACTION: Director Johnson made a motion to accept and file the Minutes of September 8, 2005 and the Correspondence. Director Levy seconded, unanimously approved.

SPECIAL ACTION

RESOLUTION 062305-1: To accept and approve the Letter of Engagement for Audit Services for FY 2004-2005 from Hale & Company, effective June 23, 2005. A Roll-Call Vote was taken. Director Hunt, AYE; Director Johnson, AYE; Director Levy, AYE, Director Peterson, AYE.

CARETAKER'S REPORT

Director Johnson will contact Lori Christenson of the Canyon School of the Arts about signing the new Facilities Use Agreement. Steve Reighart was commended for doing an excellent overall job, and Lori Christensen offered special thanks for his work in preparing the Modjeska Community Center for the new dance class season.

The Board discussed where to put scheduled Community Center users during the Renovation project. The matter was tabled to the next meeting.

Phil McWilliams reported that he is still working on getting the Modjeska building recognized as a historical structure.

Bonnie Smith, Modjeska resident and landscape designer was asked for her advice on the overgrown vegetation at the Modjeska Park. She would like the vegetation to remain. The Board will ask other Modjeska residents how they feel about the parks vegetation and the topic will be added to the next Agenda. Modjeska resident Steve Peterson of Specialized Tree Works offered to do whatever work is decided on for half of the lowest bid received. Director Johnson will meet with Bonnie Smith before the next meeting to visit Modjeska Park and discuss the matter in detail. There is still a problem with vandalism at the center.

There was a problem with the replacement barbecue grill for Modjeska Park being higher than the advertised price (bait and switch). Phil McWilliams located a slightly more expensive one that is still under \$200. He was instructed to proceed with buying and installing it, to replace the existing one that is no longer useable.

A discussion about rebuilding the gazebo above Modjeska Park and adding a plaque in memory of long time Modjeska resident Jennie Richards, who passed away this year, will be discussed in the next Agenda. Modjeska resident Marc Grossman has proposed a volunteer effort to do this work.

FINANCIAL REPORT

Bookkeeper Megan Warner has offered to assist in preparing the FY 2005-2006 Budget, which is now overdue because reports of progress and imminent delivery of the document for the past several months turned out to have no basis in fact.

3rd ACTION: Director Hunt made a motion to approve payment of transmittal 09-05D for \$150.00 total for Directors' compensation for the Regular Board Meeting of September 8, 2005 to:

Director Levy \$50.00

Director Hunt \$50.00

Director Johnson seconded. Unanimously approved.

4th ACTION: Director Hunt made a motion to approve payment of transmittal 09-05E for \$3,784.11 total to:

Phil McWilliams	\$250.00	Invoice #8-2005 (GRANTS ADMIN.)
Meghan Warner	\$225.00	Inv. #05-76, (BOOKKEEPER)
County of Orange	\$500.00	Annual LAFCO levy
SC Edison	\$739.11	Invoice dated 9-9-2005
Richard L. Hale, CPA	\$1,512.50	Invoice dated 8-31-05 (AUDITOR)
Home Depot	\$42.50	Invoice dated 09-05-2005
K.J. Snyder	\$515.00	Invoices #5260 and 5282

Director Levy seconded. Unanimously approved.

GRANTS ADMINISTRATORS REPORT

There are three Grant applications now submitted to Sacramento for advance payments. They usually take 7 to 10 weeks to process.

Phil McWilliams attended the Resource Conservation Conference on 9/16/05 with Director Peterson and several community members. He and other attendees present felt that the event was very productive, offering much information and identifying contacts for future collaboration on open space and trails work. A written report was submitted.

Three bids have been solicited for repairing the Modjeska Community Center roof. The Board agreed that an offer by RJ Electric to perform an inspection and preventive maintenance work on the electrical panel to ensure its safety should proceed immediately. Total cost for the work will be less than \$300 unless faulty circuit breakers or other major items must be replaced.

OTHER DISTRICT BUSINESS

The Board discussed electing an interim Board Treasurer to fill the position until the annual election of Board Officers in Dec, 2005. No Director can hold more than one Board office, and President Hunt noted that there is no legal requirement to have a Treasurer. It was decided to leave the position unfilled until a new Director is in place, and in the interim the Finance Committee and District Bookkeeper will perform the necessary fiscal duties. Director Johnson and Bookkeeper Meghan Warner will start work on the FY 2005-2006 Budget immediately.

The Board discussed procedures and a timetable for appointing a replacement Director to fill the current open spot on the Board. They will advertise in the Settler and Sentry, and on the marquee sign. Fran Williams offered to make posters. Director Johnson offered to prepare a post-card mailer and the content of it was discussed.

5th ACTION: Director Hunt made a motion to prepare and send a post card mailer as discussed, not to exceed \$200.00 cost. Director Johnson seconded. Unanimously approved.

Consider revising Board Meetings dates per request of Director Peterson. The Board decided to change the meetings to Tuesdays, meeting in Building A for Silverado meetings because of yoga classes on the same night. The meeting schedule will change in 30 days.

6th ACTION: Director Hunt made a motion to change the Board meetings from Thursdays to Tuesdays starting at the next Silverado Board meeting on October 25, 2005. Director Johnson seconded. Unanimously approved.

The Board defined a course of action to solicit community members for appointments to Recreation and Open Space & Trails Committees, and such other committees as the Board or President may see fit to establish. Phil McWilliams offered to write an article that will be put in the Sentry newspaper asking for help in these areas.

The Board discussed hiring consultants to help with funding assessments, and Open Spaces and Trails management. The Board also discussed asking Santa Monica and Ventura conservancies for their expertise and maybe have them come out and give a presentation on a Saturday. The Board is hoping to get community involvement in helping with these issues by participating on District committees.

Phil McWilliams was asked to contact an open space consultant he located. Director Peterson said he would contact people from the Green Alliance. Mary Schreiber has a copy of trail plans and will share it with the Board.

SILVERADO CHILDREN'S CENTER

7th ACTION: Director Hunt made a motion to approve the Employment Contract Amendment for SCC Director's voluntary reduction in working hours and salary, effective from 9-16-2005. Director Johnson seconded. Unanimously approved.

Peter Bollinger and Sally Murphy from the Silverado Children's Center were at the meeting to discuss the proposed takeover of the center. They are concerned about the current financial status. Director Hunt said he would obtain information about the present cash flow picture.

RECREATION

Director Levy reported that 16 people attended the Moonlight Hike. It was a great success and a lot of fun for everyone. He would like to get other hiking opportunities going.

Director Levy attended the latest LAFCO meeting and gave a report to the Board. He said LAFCO recommended that the East Orange development areas be detached from the District. Director Johnson offered to write a vision plan for the District's open space activities, to be ready before the first of the year.

ADJOURNMENT

The meeting was adjourned at 10:24PM. The next regular meeting of the Board of Directors will be at the Modjeska Community Center/Fire Hall 16, 27641/28951 Modjeska Canyon Road at 7:00PM on Thursday October 13, 2005.