



*SMRPD's Mission Statement - "To promote community well being through programs and activities that protect, preserve and enrich the canyons' heritage, open space and unique way of life."*

P.O. Box 8, Silverado California 92676 • www.smrpd.org

**SMRPD REGULAR MEETING**  
**Tuesday, Nov. 24, 2015 AT 6:30 PM**  
**Silverado Canyon Community Center**  
**Silverado Canyon Rd, Silverado, CA 92676**

**Board of Directors**

**John Olson: President**  
**Kevin Topp: Vice-President**  
**Chay Peterson: Secretary**  
**Phil McWilliams: Treasurer**  
**Deborah Johnson: Director**

**Staff**

**Laurie Briggs: SCC Administrator**  
**Bev Mileham: Administrative Asst.**  
**Steve Reighart: Caretaker**  
**Meghan Warner: Bookkeeper**

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**AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL
- III. CONSENT CALENDAR
  - A1: Transmittal 11-15A: *District bills: \$\_\_\_\_\_ total.*
  - A2: Approve and file Minutes of the Regular Meeting on Oct. 28, 2015.
- IV. TREASURER'S REPORT: Phil McWilliams
  - A. ACTION ITEM: Approval of Treasurer's October report and financials.
  - B. ACTION ITEM: Approve transfer of \$50,000 from county account to SMRPD Bank of America account.
- V. OTHER DISTRICT BUSINESS (*Pursuant to Government Code §54954.2, public comments will be allowed during agenda items before Board discussions. Time limit is 3 minutes per person limited to one session per person per issue.*)
  - A. ACTION ITEM: Completion of CSDA surveys regarding salaries, employees and unions and major concerns.
  - B. ACTION ITEM: Approval of job description for administrative assistant.
- VI. SILVERADO CHILDREN'S CENTER OVERSIGHT COMMITTEE: Kevin Topp
  - A. Report from Oversight Committee & SCC. Review monthly report.
  - B. ACTION ITEM: Approval of upcoming fundraising activities, birthday parties, etc.
  - C. ACTION ITEM: Review and approval of staff benefits and language in Employee Handbook.
- VII. FACILITIES COMMITTEE: Phil McWilliams

- A. ACTION ITEM: Rain barrels installation.
- B. ACTION ITEM: Holiday decorations.
- C. ACTION ITEM: Gazebo power and landscaping.

VIII. RECREATION COMMITTEE: Kevin Topp

- A. Report on recreation program: current programs and activities, instructor fee collections, facility rentals.
- B. ACTION ITEM: Requests for facility rentals.
- C. ACTION ITEM: Web site update.

IX. FUNDRAISING COMMITTEE: Chay Peterson

- X. PUBLIC COMMENTS on non-agendized items. This is to enable Public input to the Board on any Park District relevant subject and is a forum for reasonable courteous discussion of SMRPD-related issues and events. The Chair has the responsibility to determine the length of discussion. Time limit is 3 minutes per person limited to one session per person per issue.

XI. BOARD COMMENTS

Pursuant to Government Code §54954.2 members of the Board of Directors may ask questions for clarification, make brief announcements, make brief reports on their activities. The Board or a Board member may provide a reference to other resources for factual information, request reports back at a subsequent meeting concerning any matter, or direct that a matter of business be placed on a future Agenda.

XII. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957-  
Christmas bonuses for staff.

Report from Closed Session.

XIII. ADJOURNMENT

The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Rd at 6:30 PM on Tuesday, December 27, 2015.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public inspection at the Silverado Library and posted on the SMRPD website at <a href="http://www.smrpd.org/about/agenda-minutes">www.smrpd.org/about/agenda-minutes</a> . Materials prepared by SMRPD will be available at the meeting.
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