



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, Oct. 25, 2016 AT 6:30 PM
Silverado Canyon Community Center
Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Kevin Topp:
Deborah Johnson:
Chay Peterson:
Phil McWilliams:
John Olson:

President
Vice President
Director
Treasurer
Secretary

Staff

Laurie Briggs:
Cressa Cruzan:
Steve Reighart:
Meghan Warner:

SCC Administrator
Administrator
Caretaker
Bookkeeper

MINUTES

(A: Action Item) This document is available in PDF format at <http://www.smrpd.org>

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Director Topp, the SMRPD President.

ROLL CALL

Directors Kevin Topp, Chay Peterson and Phil McWilliams were present. Caretaker Steve Reighart and SCC Director Laurie Briggs were also present.

PUBLIC ATTENDANCE

Zach Dupre, Cathrine Hayden w/Husband, children and nanny, Mother of SCC child, Steve & Francesca Duff.

CONSENT CALENDAR

1ST ACTION: Director Topp made a motion to approve and file the Minutes of the Regular Meeting on Sept. 20, 2016. Director Peterson seconded. Directors unanimously approved the Minutes.

2nd ACTION: Director McWilliams will vote for incumbent CAPRI Director

TREASURER'S REPORT

Director McWilliams reported on the SMRPD's Sept. income and expenses, as well as the income and expenses of the Silverado Children's Center, which are filed with these minutes.

Directors spoke about SCC Debt Forgiveness, Reduction, payment and received community input. ACTION tabled until next board meeting – important for Full board to be present and input & concerns will be presented at that time.

2ND ACTION: Director Topp made a motion to approve the Treasurer's Sept. report and financials. Director McWilliams seconded. All Directors voted Aye.

OTHER DISTRICT BUSINESS

Director Topp reported the insert for facility rental was delivered to Foothills Sentry for Nov distribution.

SILVERADO CHILDREN'S CENTER OVERSIGHT COMMITTEE:

Laurie Briggs presented the Children's Center monthly report, noting FTE is the same.

Director Topp suggested Fire Inspection the week ending of Oct 4th and confirmed w/SCC Director Laurie.

ACTION ITEM: Director Topp made a motion to approve pay raise for SCC Director Laurie Briggs (\$209/mo) and staff member Jenifer Snow (\$89/mo). Director McWilliam seconded. All Directors voted Aye.

FACILITIES COMMITTEE

Director McWilliams reported on facilities and repairs. McWilliams stated pavement repairs of parking lot complete at the Silverado Community Center. Basketball court Costs & schedule (weather permitting) will be presented next meeting. The color green was spoken about for the basketball court surface and will not cost extra.

Director McWilliams gave report on meeting w/Melinda Steinert of OGALS. She will be sending info on grants available to the SMRPD.

Director Topp started discussion of re-configuring MCC with shed improvements and setting meeting with Modjeska Community through ICL meeting

RECREATION COMMITTEE

Director Topp spoke of new community event "April Fools Day" or "All Fools Day" parade and concert. Idea of Zachary Dupre. Concepts tossed around, nothing decided or confirmed.

Director Topp made a motion to put wording together to change facility rental agreements, under special circumstances, on the "fly". Will be put on agenda next meeting

FUNDRAISING COMMITTEE

Director Peterson reported Chili Cook-Off date & Time to be determined.

ADJOURNMENT

The meeting adjourned at 8:30 PM. 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, March 15, 2016.

SMRPD Treasurer's Report
Fiscal Year End Financial Statements as of September 30, 2016
For the October 25, 2016 SMRPD Regular Meeting

September is the third month of the 2016/2017 fiscal year for SMRPD. Financial statements were distributed to the board members on Tuesday, October 18, 2016.

SMRPD Profit & Loss Statement

Revenue – This month's total income of \$6,394 breaks down as follows:

- \$721 Tax and tax related revenue
- \$5,208 Facility rentals and program fees
- \$465 Donation - Rattlesnake program

The \$5,208 Facility rentals and program fees include our first Wedding deposit of \$500 and \$2,737 for the Kid's Club Summer Program. Net year-to-date revenue for the Kids Club Summer program is \$3,034.

Expenses – Total expenses for the month are higher than normal at \$14,677 reflecting payment for audit services at \$4,400 and \$3,000 in costs related to the community center parking lot resurfacing project.

Net Income – Final results are a net loss of \$8,283 for September and a year-to-date net loss of \$20,586. It is important to note it is normal to operate at a loss during this period of the fiscal year. SMRPD's property tax allocations are typically received twice a year, the first around December and again around June.

SMRPD Balance Sheet

The cash position at the end of September is \$265,671 or \$8,283 lower than August, reflecting September net loss. All other assets and liabilities remain unchanged from August.

SCC Profit & Loss Statement

September tuition and registration fees remain relatively strong at \$12,920 while slightly higher than normal expenses of \$15,640 result in a net loss of \$2,420. The slightly higher current month expenses are in Salary and utility costs. Positive net income results for July and August offset September's net loss resulting in net income of \$1,425 for the current fiscal year-to-date.

SCC Balance Sheet

SCC's operating cash is \$9,265 or \$2,843 lower than August. Accounts Receivable is lower by \$330 and fixed assets are \$589 higher reflecting the purchase of a new refrigerator. All other assets and liabilities remain unchanged.

SILVERADO CHILDREN'S CENTER

Monthly Statistics

October 2016

Total licensed Capacity- 62	Previous Month August	Current Month September
Total number enrolled	26	30
Two's (Seedlings)	10	7
Three's (Acorns)	5	10
Four-Six Years (Pinecones)	11	13
No. of Canyon children enrolled (92676 zip)	11	9
Total days/hours of child care provided:		
Full days- children enrolled	18	16
P/T ½ days- children enrolled	8	14
(*FTE denotes Full-time Equivalent- calculation based on .20 for full day/.15 for ¾ day/ .10 for ½ day)	17.01	17.01
Enrollments	3	2
New Enrollments for Fall 2016	6	
Withdrawals	3 Kinders	1
TOURS	6	2
Total number of direct Teaching staff used: (not including Director)	3	6
Full-time (30+ hours)	3	2
Part-time (less than 30)		4
Temporary/contract		
STAFF IN SERVICE PROFESSIONAL DEVELOPMENT:		
UPCOMING PROFESSIONAL DEVELOPMENT Laurie – Public Health Immunization Training 9/21/2016 Jenifer – First Aid/CPR Update 9/2016		
FACILITY UPKEEP/REPAIRS needed:		
FUNDRAISING PROPOSED/PLANNED/RESULTS: October – Country Fair-Petting Zoo		

SILVERADO CHILDREN'S CENTER

Monthly Statistics

Total licensed Capacity- 62	Previous Month August	Current Month September
MARKETING:		
FACILITY EVENTS:		