



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, January 16, 2018 AT 6:30 PM
Silverado Canyon Community Center
Silverado Canyon Rd, Silverado, CA 92676**

Board of Directors

Tara Saraye: President
Kevin Topp: Vice-President
Phil McWilliams: Secretary
Francesca Duff: Treasurer
Deborah Johnson: Director

Staff

Laurie Briggs: SCC Administrator
Cressa Cruzan: Administrator
Steve Reighart: Caretaker
Meghan Warner: Bookkeeper

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. CONSENT CALENDAR
 - A: ACTION ITEM: Approve and file Minutes of the SMRPD Meeting on December 19, 2017
- IV. TREASURER'S REPORT: Francesca Duff
 - A. ACTION ITEM: Approval of December's financials and Treasurer's Report.
 - B. ACTION ITEM: Distribution of Christmas in the Canyon's profits.
 - C. ACTION ITEM: Financial controls and procedures.
 - D. ACTION ITEM: Request for credit card.
 - E. ACTION ITEM: Review checks received, checks paid, outstanding invoices.
 - F. ACTION ITEM: Procedures for reviewing checks and signing by Board.
- 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: Verizon update for fiber optic cell service communication.
 - B. ACTION ITEM: Facilities rental requests presented.
 - C. ACTION ITEM: Create and maintain yearly calendar.
 - D. ACTION ITEM: Committee assignments. (see attached)
- VI. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE: Tara Saraye
 - A. ACTION ITEM: Report from Tara.
 - B. ACTION ITEM: Update Children's rodeo and Chili Cook Off at Circle S Ranch
 - C. ACTION ITEM: Alcohol sales, revenue distribution and ABC requirements at Chili Cook off.

- VII. FACILITIES/SAFETY/MAINTENANCE COMMITTEE: Kevin Topp
 - A. ACTION ITEM: Modjeska Community Center renovation update.

- VIII. RECREATION COMMITTEE: Kevin Topp
 - A. ACTION ITEM: Report on recreation program: current programs and activities, Instructor fee collections, facility rentals and Fall Recreation Programs.

- IX. STRATEGIC PLANNING: Deborah Johnson, Phil McWilliams
 - ACTION ITEM: None at this time.

- X. FUNDRAISING COMMITTEE: Kevin Topp
 - A. ACTION ITEM: Flea Market update

- XI. CLOSED SESSION: Rate review for Children’s Center teacher, Magy Castillo.

- XII. PUBLIC COMMENTS on non-agenized 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.

- XIII. 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.

- XV. ADJOURNMENT - The next regular meeting of the Board of Directors will be at the Silverado Community Center, 27641 Silverado Canyon Road at 6:30 PM on Tuesday, February 20, 2018.

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 www.smrpd.org/about/agenda-minutes. Materials prepared by SMRPD will be available at the meeting.