



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
Philip McWilliams: Secretary
Francesca Duff: Treasurer
Deborah Johnson: Director

Staff

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

SMRPD MINUTES

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CALL TO ORDER

The meeting was called to order at 6:36 p.m. by SMRPD Board President Tara Saraye.

ROLL CALL

Directors Tara Saraye, Kevin Topp, Phil McWilliams, Francesca Duff, and Deborah Johnson were present.

PUBLIC ATTENDANCE

Zachary DuPree, Scott Breeden, Melissa Clemons, Erica Carlos, Marysol Rosas, Vincent Sanchez

CONSENT CALENDAR

1ST ACTION: Director Duff made a motion to approve and file the Minutes of the Regular Meeting on December 19, 2017 and Director Johnson seconded. All Directors voted AYE.

TREASURER'S REPORT

Director Duff reported on December income and expenses, as well as the income and expenses of the Silverado Children's Center. There was a net loss for the month of \$4,200 for the SMRPD and \$9,500 for the SCC. Francesca will make sure everyone receives corrected Financials.

Phone usage and costs were discussed, no changes were made.

Director Duff is working on new financial procedures and cash controls; after review by the Board she will run them by Meghan.

Proceeds from sales at CITC amounted to approximately \$80.

It was decided not to obtain a credit card at this time.

2ND ACTION: Director Saraye made a motion to approve the Treasurer's December report and financials and Director Johnson seconded. All Directors voted AYE.

OTHER DISTRICT BUSINESS

Erica Carlos from OCPW gave a follow-up to her previous visit, inviting questions and updating us on the County's efforts to improve outreach and customer service. She will also try and meet with the ICL. Verizon work is still in process.

Melissa Clemons from Silverado would like to teach a Healthy Kids Cooking Class. There would be two programs, one for pre-schoolers (45 minute lessons) and one for older kids (2 hour lessons). Class size will be ten or less.

Geoff Sarkissian would like to have "Open Mike" events. Francesca will interface with Geoff on this. Director Johnson will work with Director Topp and Alex Bennett to create a calendar for District benchmarks, due dates, deadlines, inspections, etc.

President Saraye made Committee Assignments (see attached). In addition, the Open Space and Trails Committee was re-activated with Director Saraye as member and Director McWilliams as Chair.

3RD ACTION: Director Saraye made a motion to approve the Cooking Class pending receipt of appropriate paperwork. Director Duff seconded. All Directors voted AYE.

4TH ACTION: Director Johnson made a motion to authorize up to \$350 to have Alex Bennet help create an online calendar. Access will be restricted to Board members. Director Saraye seconded. All Directors voted AYE.

SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE

Director Saraye reported on the Silverado Children's Center performance. Enrollments are up; more enrollees are from the canyon, and tours are increasing.

Laurie has completed her Outdoor Classroom Specialist training.

The Monthly Statistics and Facility Evaluation reports (attached) were discussed. Licensing made a visit to the facility on the 10th; certain deficiencies were noted and will be addressed.

There will be a Giracci soup fundraiser on Jan 19th from 6-9.

Problems with the installation of the new flooring were discussed. We also need to do more extensive repairs to the roof because patches have been ineffective in stopping leaks.

Insurance coverage and liability problems with the proposed Chili Cook-off and Round-up were discussed; these problems involve the event having horses, being off-site (not on District property), and the proposed sale of hard liquor.

5TH ACTION ITEM: Director Saraye made a motion that the SMRPD not approve the 13th Annual Silverado Chili Cook-off and Round-up at Schlom's Ranch as an official District event. Director Topp seconded. All Directors voted AYE.

FACILITIES/SAFETY/MAINTENANCE COMMITTEE

Painting is still in progress at the Modjeska Community Center.

Echoing sound at the Modjeska Community Center may be a concern; Director McWilliams will send information on acoustical materials to Geoff Sarkissian.

Purchase and installation of Shade Sails have been delayed.

We need to do repairs on the roof in Building A because patches have been ineffective in stopping leaks.

RECREATION COMMITTEE

Debbie will send out a re-titled report on Recreation Income which will indicate that it is not an official financial record; posting to the minutes will be decided pending discussion with our Auditor. Debbie asked Francesca if she could have Meghan prepare a report with details on recreation program income and rental income every month so it would be accurate.

FUNDRAISING COMMITTEE

We will have another Flea Market event on 1/27; last event brought in \$30.

PUBLIC COMMENTS

Vincent Sanchez from Mimi Walters office introduced himself and offered to answer questions and help as needed.

CLOSED SESSION REPORT

6TH ACTION: Director Saraye made a motion to increase Magy Castillo's hourly rate by .25/hr. Director Duff seconded. All Directors voted AYE.

BOARD COMMENTS

None

ADJOURNMENT

The meeting adjourned at 8:55 p.m. 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.