



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 SPECIAL MEETING

Friday December 7, 2018 AT 5:00 PM

Silverado Canyon Community Center

Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Tara Saraye:	President
Francesca Duff:	Treasurer
Isabell Kerins:	Director
Anjan Purohit:	Director
Kevin Topp:	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 5:02 p.m. by Director Tara Saraye, SMRPD President.

ROLL CALL

Directors Tara Saraye, Francesca Duff, Isabell Kerins, Anjan Purohit and Kevin Topp were present.

PUBLIC ATTENDANCE

Many attended.

OTHER DISTRICT BUSINESS

Incoming Directors Kerins, Purohit and Topp were sworn in.

VOTE TO APPOINT BOARD OFFICER POSITIONS:

ACTION ITEM 1: Motion made by Director Duff to nominate Director Topp for president and Director Saraye seconded. Motion carried unanimously.

ACTION ITEM 2: Motion made by Director Topp to nominate Director Saraye for vice-president and Director Duff seconded. Motion carried unanimously.

ACTION ITEM 3: Motion made by Director Duff to nominate Director Kerins for secretary and Director Topp seconded. Motion carried unanimously.

ACTION ITEM 4: Motion made by Director Topp to nominate Director Duff for treasurer and Director Saraye seconded. Motion carried unanimously.

ACTION ITEM: President Topp and the Board will reflect on Committee assignments and Committee chairs and members and will be assigned at the next meeting on the December 18th meeting.

Transfer of Responsibilities

ACTION ITEM: President Topp made a motion to authorize and adopt Resolution #062019-1 that designates Isabell Kerins and Anjan Purohit to be added signers on the Bank of America Checking accounts and remove previous signers Deborah Johnson and Phil McWilliams. Roll call vote taken:

Isabell Kerns	AYE
Francesca Duff	AYE
Tara Saraye	AYE
Kevin Topp	AYE
Anjan Purohit	AYE

Resolution passes.

ACTION ITEM: Adopt Resolution #602019-2 that designates Isabell Kerins and Anjan Purohit as signers for Transmittal Payment Requests to the Orange County Auditor-Controller and removes previous signers Deborah Johnson and Phil McWilliams. Roll call vote taken:

Isabell Kerns	AYE
Francesca Duff	AYE
Tara Saraye	AYE
Kevin Topp	AYE
Anjan Purohit	AYE

Resolution passes.

PUBLIC COMMENT

Steve Kerrigan suggested that the Board reinstate the \$50 stipend for Board members to receive per meeting. It was asked where to find all the legal requirements the Board follows, and it was shared that SMRPD has a Policy Handbook and also to check under the Special District State website.

BOARD COMMENTS

Director Duff reported that the auditors will be here next week and using the Hunt building. Director Topp reported that the van tags are completed. The damaged stage at Silverado is approved for the claim to CAPRI and bids quotes will be submitted so work can begin.

ADJOURNMENT

The meeting adjourned at 5:15 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, December 18, 2018.