



P.O. BOX 8, SILVERADO, CA 92676

**REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JUNE 10, 2004 AT 7:00 PM
AT THE SILVERADO COMMUNITY CENTER
28990 MODJESKA CANYON ROAD, MODJESKA 92676**

DIRECTORS

Robert Hunt - President
Deborah Johnson - Vice-President
Linda May - Director
Mike Boeck - Treasurer
Mark Levy - Secretary

STAFF

Cathie Fountain – SCC Director
Elizabeth Martyn – General Counsel
Bev Mileham – Admin. Assistant
Phil McWilliams – Grants Coordinator
Aaron & Cori Combs – Caretakers

MINUTES

The meeting was called to order at 7:10PM by President Hunt, who acted as Chairperson.

ROLL CALL

All Directors were present except Director Johnson, who was excused from the meeting. Grants coordinator, Phil McWilliams, Caretakers, Aaron and Cori Combs, and Administrative Assistant Bev Mileham were present.

MEMBERS OF THE PUBLIC PRESENT

Fran Williams, Judy Myers, Phil McWilliams and Carlos Ruiz.

PUBLIC INPUT ON NON-AGENDIZED ITEMS

Fran Williams spoke for Lucille Cruz, from the Silverado Library. The Library has a District Finance and Budget on file dated January 2001. She'd like to know how long we want them kept on file in the Reference section, and if newer information is available.

CONSENT CALENDAR

Correspondences- Director Boeck read a thank-you letter from Sue Craig to the SMRPD for their work and help with Creek Week.

1st ACTION: Director Boeck made a motion to approve the Consent Calendar with changes made to the May 27th Minutes under the title of Children's Center, to change the wording of "There was a discussion about real and perceived problems with the financial reports," to strike the words "real and perceived." Director May seconded. Unanimously approved.

Silverado Children's Center

The Board discussed problems with invoices; date issued, whether before or after services rendered, and whether the time period covered was specified on the invoice. The annual state child-care facility license fees were paid by President Hunt in order to meet the payment deadline of June 9th. The Board will discuss the fund assignment for these payments at the next meeting.

President Hunt gave copies of the Children Center's Check Register for July 2003-April 2004 to interested Board members, advising that they should be treated as Board-confidential documents because of personnel related content.

DISTRICT FACILITIES

Aaron and Cori Combs gave to the Board their monthly Safety and Maintenance Reports for Silverado Community Center, Modjeska Community Center and Modjeska Park. There were no safety incidents.

A group meeting regularly at the Silverado Community Center has unsupervised children on the grounds who have been observed several times engaged in minor acts of vandalism. The most recent incident occurred in early June, when plants and irrigation lines were pulled out of the ground in the new native plants garden along the street, and several branches broken off trees. Administrative action will be taken to ensure that a security deposit of \$250 is in place, that all future damage repair costs will be deducted from that deposit, and the group advised that any further vandalism by persons associated with their activity will result in a loss of use privileges for the group.

The Caretakers asked the Board if the Community Center rental fee could be waived for a retirement party that will be given by Boyd Schultz for a local fire fighter. The exemption was requested in honor of the fact that Mr. Schultz repaired a major water leak on the Silverado Park grounds at no charge to the District.

2nd ACTION: Director Boeck made a motion to waive the facility use fees for said event. Director Levy seconded. Unanimously approved.

KJ Snyder was asked by Fran Williams to resubmit a corrected bill for the "mulch" charge that was removed from the transmittal for clarification. The grass at the Silverado Community Center has been reseeded.

The Board discussed having Ben Dansby come out to the Community Center and receive special recognition from the District. Mr. Dansby completed his Eagle Scout project by installing a native plant garden at the Silverado Community Center.

GRANTS ADMINISTRATOR'S REPORT

Phil McWilliams has ordered a new sandbox. He reported no new changes. He passed out the results of a facilities rehab walk-through to the Board.

Fran Williams told the Board she had around \$250.00, earned by the Seniors in the Canyons, to donate for refurbishing the new Silverado Community Center.

TREASURER'S REPORT

Approval of Transmittals

3rd ACTION: Director Boeck made a motion to approve payment of transmittal 06-04A for \$200.00 total, Directors' compensation: Director Levy, \$50.00; Director May, \$50.00; Director Boeck, \$50.00; Director Johnson, \$50.00

4th ACTION: Director Boeck made a motion to approve payment of transmittal 06-04B for \$2,305.69 total to: Administrative Assistant Bev Mileham, \$1,546.60 payment for services from 2/24/04 to 5/23/04; SCE, \$3.50 for Inv. 2-03-848-8714; Ware Disposal, \$208.22 for Inv. 46100998 and 46100999; SBC, \$42.37 for Inv. 714-649-2850-460-6 and 714-649-2428-258-7; K.J. Snyder, \$505.00 for Inv. 3461 and 3486.

The District Financial Report was reviewed by the Board. There is concern about whether the District is receiving all the tax revenues to which it is entitled. President Hunt will seek advice from Counsel about how to proceed investigating this.

Director May would like to get more information about the audit for the next Board meeting.

Director Boeck presented the Finance Report, Budget to Actual, which was reviewed and discussed by the Board. A draft Budget was also handed out to be discussed at the next Board meeting.

The Board also discussed the Recreation account and budget.

OTHER DISTRICT BUSINESS

The Board discussed approval of Megan McCauley's contract.

5th ACTION: Director Boeck made a motion to conditionally approve the execution of District Bookkeeper Megan McCauley's contract for bookkeeping and other services at a rate of \$25/hr, contingent on all Directors receiving a copy of the contract via email, reviewing it and notifying President Hunt of their approval or disapproval. Director May seconded. Unanimously approved.

The Board discussed a Letter of Proposal for the Annual Audit from District Auditor Rick Hale. The cost of \$7,000.00 was discussed, along with the possibility of doing audits only every other year to save money, since this represents a large percentage of the District's annual revenues. The issue was tabled to the next meeting, with President Hunt and Treasurer Boeck to discuss ramifications of such a move with Mr. Hale and report back to the Board.

The Board discussed purchasing a marquee sign for event advertising, which could be useful for such things as Canyon Clean Sweep, Recreation Programs etc. Reaction was generally favorable and availability and price will be presented at the next meeting.

6th Action: President Hunt made a motion to continue the meeting past 9:30. Director Levy seconded. 3 YES, Director May abstained. Motion carried.

A five-minute recess was declared, and the meeting continued at 9:38.

COMMITTEE REPORTS

Recreation - Director Levy discussed upcoming Casino trip. By July 1st the new Summer Recreation Brochure will be coming out. Lots of new ideas are being worked on, including Sunrise and Moonlight hikes.

Finance Committee - Director Boeck stated that he thought the Treasurer should be on the Finance Committee. Director May replied that he could take her place on it if he wished. President Hunt made the change, effective immediately.

Trails and Open Space- Director Boeck went to an Irvine Company meeting where Orange Park Acres residents also attended. The meeting discussed future traffic projections. Traffic after future homes are built will rise to up to 43,000 vehicle trips a day on Santiago Canyon Road.

LAFCO - Directors May and Boeck attended the LAFCO meeting. Director May requested financial information. Director Boeck was asked to head up a new committee for brainstorming Open Space projects as part of the MSR.

Children's Center Committee, ad hoc - President Hunt requested that all Directors go through the ad hoc Children's Center Committee when they need to obtain information from the Children's Center Director. Director May took exception to the request. President Hunt responded that this sort of contact was inappropriate.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:40PM. The next regular meeting of the Board of Directors will be at the Modjeska Community Center, 28990 Modjeska Canyon Road at 7:00PM on Thursday June 24, 2004 at 7:00PM.