



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, April 26, 2016 AT 6:30 PM
Silverado Canyon Community Center
Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Kevin Topp: President
Deborah Johnson: Vice President
Chay Peterson: Director
Phil McWilliams: Treasurer
John Olson: Secretary

Staff

Laurie Briggs: SCC Administrator
Cressa Cruzan: Administrator
Steve Reighart: Caretaker
Meghan Warner: 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 6:32 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.

CONSENT CALENDAR

1ST ACTION: Director Topp made a motion to approve and file the Minutes of the Regular Meeting on March 22 and of the Special Meeting of April 12, 2016. Director Olson seconded. Directors unanimously approved the Minutes.

TREASURER'S REPORT

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

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

OTHER DISTRICT BUSINESS

Regarding the possible storage of ICL files at the Modjeska center, the Board agree to table this item as there was no representation present from ICL for questions raised such as the amount of space required, the time period of expected storage, etc. Director Johnson agreed to contact Steve Duff for further information before the Board acts on this matter.

The Board also discussed certain changes Director Johnson made to format and text of the Facility Policy Agreement, which were not substantive in nature.

SILVERADO CHILDREN'S CENTER OVERSIGHT COMMITTEE:

Director Topp appointed Director Johnson as the new Chairman of the Children's Center Oversight Committee. Laurie Briggs presented the Children's Center monthly report. Briggs also discussed possible plans for a summer camp program that would not need to meet licensing requirements.

3RD ACTION: Director Johnson made a motion to approve including in the Summer Recreation Program swimming lessons provided that Capri covers the activity and that proper licensing standards and certification of instructor are met . Director Olson seconded. All Directors voted Aye.

FACILITIES COMMITTEE

Director McWilliams reported on facilities and repairs, including discussions he is having with the caretaker for pavement repairs at the Silverado Community Center.

ADJOURNMENT

The meeting adjourned at 7:47 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, May 24, 2016.

SMRPD Treasurer's Report
Financial Statements as of March 31, 2016
For the April 26, 2016 SMRPD Regular Meeting

The Financial Statements for March 2016 were distributed to the board members on Friday, April 22, 2016. March is the ninth month in the SMRPD fiscal year. The following are highlights of the financial reports.

SMRPD Profit & Loss Statement

Total revenue for the month is \$2.1k, which includes \$0.4 for recreation/rentals, \$1.6 in taxes and interest and \$0.1 in donations/fundraising. The year to date income of \$76.5k breaks down as follows:

- \$69.9k tax revenue
- \$5.3k facility rentals and program fees
- \$1.3k other revenue

There are no significant expenditures in March reflecting the lowest expense month of the current fiscal year at \$2.4k. Year to date expenses are \$72.4k resulting in year-to-date net income of \$4.1k.

SMRPD Balance Sheet

Our cash position of \$277.1k is \$1.1k lower than last month reflecting March's net loss results of \$0.3k offset by a \$1.4 tax deposit for a new home construction project. The deposit will be recognized as revenue on completion of construction.

SCC Profit & Loss Statement

Current month tuition is \$12.7k. Revenue trends are holding steady for now and will continue to be closely monitored.

The year to date income of \$98.8k breaks down as follows:

- \$85.9k Tuition and Other Program fees (87%)
- \$12.9k Donations and Fundraisers (13%)

March's expenses include an insurance deductible payment of \$5.0k representing final settlement of a long-standing legal issue. SCC tuition does not cover expenses in March, even without the insurance payment. The financial health of the Children's center remains tenuous.

Expenses for the month total \$18.2k resulting in net loss of \$5.5k. Year-to-date expenses are \$101.9k and final results are net loss of \$3.1k.

SCC Balance Sheet

SCC's operating cash is \$3.2k, dangerously low when considering monthly expenses are running about \$12.0k. Our total cash position is \$3.5k. The cash balance will continue to be closely monitored.

April 2016

<i>Total licensed Capacity- 62</i>	Previous Month March	Current Month April
Total number enrolled	24	24
<i>Two's</i>	8	8
<i>Preschoolers</i>	16	16
No. of Canyon children enrolled (92676 zip)	10	10
Total days/hours of child care provided:		
<u>Full days</u> - children enrolled	12	12
<u>P/T ¾ days</u> - children enrolled	2	2
<u>P/T ½ days</u> - children enrolled	10	10
(*FTE denotes Full-time Equivalent- calculation based on .20 for full day/.15 for ¾ day/ .10 for ½ day)	13.48	13.78
Enrollments	1	0
Withdrawals	2	0
TOURS	7	2
Total number of direct Teaching staff used: (not including Director)	3	3
<i>Full-time (30+ hours)</i>	3	3
<i>Part-time (less than 30)</i>		
<i>Temporary/contract</i>		
STAFF IN SERVICE PROFESSIONAL DEVELOPMENT		
UPCOMING PROFESSIONAL DEVELOPMENT NAEYC (National Association for the Education of Young Children) National Conference on LA November 2-5		
FACILITY UPKEEP/REPAIRS needed: Staff bathroom ceiling leak.		
FUNDRAISING PROPOSED/PLANNED/RESULTS: Friday June 24* 7:00pm-11:00pm OC Polo Club Match at Coto De Caza We will be providing food and maybe a raffle.		

Total licensed Capacity- 62	Previous Month March	Current Month April
MARKETING		
FACILITY EVENTS: <ul style="list-style-type: none"> ❖ Family Garden Planning Meeting March 16 ❖ Family Garden Work Day Sunday April 3/Saturday April 23 ❖ Spring Open House Saturday May 21 		
NOTES:		
SCHOOL AGE SUMMER RECREATION PROGRAM - <i>See attached for program details</i>		
SUMMER CAMP PROGRAM – <i>Swim Lessons</i> <ul style="list-style-type: none"> • <i>Swim Instructor has been found, program has been created, waiting on scheduling with Dan Dulac.</i> 		

KIDS CLUB SUMMER
CAMP 2016
JULY 11-AUGUST 19 *
8:00AM - 5:30PM

Program Description:

We believe childhood and camp are about experiencing new things for the first time. Our camp provides a unique adventure where campers discover new things, explore their surroundings and wonder in the curiosity of childhood. Campers also get to spread their wings, gain independence and an understanding and appreciation for nature.

Our program offers weekly field trips, hiking excursions, art & science activities, snack,

PROPOSED FIELD TRIPS:

OC Fair

Atlantis Play Center

LA History Museum/Science Center

Beach

Bowling/Roller Skating

Knott's Berry Farm (Maybe)

Huntington Library & Gardens

Projected Enrollment: 20

Proposed Rates & Fees:

Registration/Materials Fee \$50.00 Per camper (Camp t shirt included)

FULL DAY RATES PER WEEK

5 DAYS PER WEEK - \$185.00

3 DAYS PER WEEK - \$145.00

HALF DAY RATES PER WEEK 8:00-1:00 (Not available on Field Trip days)

5 DAYS PER WEEK - \$90.00

3 DAYS PER WEEK - \$75.00

ADDITIONAL FEES MAY APPLY FOR HORSEMANSHIP

- Working with Rancho Santiago Stable