



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, December 19, 2017 AT 6:30 PM
Silverado Canyon Community Center
Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Kevin Topp: President
Deborah Johnson: Vice-President
Tara Saraye: Secretary
Phil McWilliams: Treasurer
Francesca Duff: 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 6:40 p.m. by Director Kevin Topp, the SMRPD President.

ROLL CALL

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

PUBLIC ATTENDANCE

Linda Kerns, Jeff Scholm, Steve Reighart, Andrew Tonkovich

CONSENT CALENDAR

1ST ACTION: Director Kevin Topp made a motion to approve and file the Minutes of the Regular Meeting on November 21, 2017 and Director Deborah Johnson seconded. All Directors voted Aye.

TREASURER'S REPORT

Director Phil McWilliams reported on the November 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 Phil McWilliams made a motion to approve the Treasurer's November report and financials and Director Francesca Duff seconded. All Directors voted Aye.

3RD ACTION: Director Phil McWilliams made a motion to be reimbursed \$109.28 for parking and meals for the auditors and Director Deborah Johnson seconded. All Directors voted AYE

4TH ACTION: Director Deborah Jonson made a motion to write off \$1,433.50 of uncollectable bad debts from parents at the Children's Center and Director Francesca Duff seconded. All Directors voted Aye.

OTHER DISTRICT BUSINESS

There has been no action on the installation of the Verizon wireless fiber optic cell communication. The old stage is being torn down in preparation for a new stage. A pickle ball and basketball court will be lined out on the newly asphalted area in the Silverado Community Center.

FACILITIES COMMITTEE

Director Kevin Topp reported about the Recreation and Programs. There were no new facilities requests. Director Kevin Topp established a Rentals Committee with Director Deborah Johnson as committee chair. She will be working with Cressa Cruzan. They will work on advertising and community outreach to increase rentals.

Director Phil McWilliams reported on the renovations on the Modjeska Community Center. Planter pots have been donated. Flowers or drought resistant plants will be added. The shade sail should be put up by the end of January and the outside painting will be completed.

Director Deborah Johnson reported that a shade sail will be added to the Silverado Park and is waiting for a quote. All Board members received new keys and a key box is located in Building A at the Silverado Community Center.

SILVERADO CHILDREN'S CENTER (SCC) OVERSITE COMMITTEE

Director Tara Saraye reported on the Silverado Children's Center and informed the Board of enrollments. Linda Kerns presented information on the Chili Cookoff and Round-up to be held at the Circle S Ranch. It will have a similar format as in the past, with vendors participating. There will be horsemanship events. She is working on getting alcohol donations. There will be children's events with crafts, dancing, a petting zoo and a carnival atmosphere. There will be demonstrations on roping, barrel racing, shootouts, a mechanical bull, and horse grooming. Handicapped parking will be at the Circle S Ranch with all other parking at Garacci Vineyard. There will be music. Tilly's has a 501(c)(3) which we may be able to use to acquire the ABC Liquor License. The Silverado Chili Cookoff and Roundup is planned for April 21. An Action Plan needs to be put together detailing with who is the manager/overseer of all the committees. An SMRPD Board member needs to oversee the money and finances.

5TH ACTION ITEM: Director Kevin Topp made a motion to hold the 13th Annual Silverado Chili Cookoff and Round-up at Schlom's Ranch contingent on the Silverado Children's Center submitting an acceptable Action Plan with dates, specific responsibilities of individuals, and who is in charge of managing the committees and Francesca Duff seconded. All Directors voted AYE.

6TH ACTION ITEM: Director Deborah Johnson made a motion to change the wording of vacation accrual for the Children's Center staff to, "Center staff can accrue unused personal/vacation days for up to two years of employment. Once the two-year number is reached, accruals cease until the total falls below that number. Once accruals begin again, they are not retroactive." Director Phil McWilliams seconded. All Directors voted Aye.

RECREATION COMMITTEE

Director Kevin Topp had no recreation reports.

7TH ACTION: Director Tara Saraye made a motion to increase Laurie Briggs' salary by \$150 a month and an incentive bonus of \$150 each month if the Silverado Children's Center stays in the black effective January 1, 2018 and Director Deborah Johnson seconded. All Directors voted Aye.

8TH ACTION: Director Deborah Johnson made a motion to increase Janet Lang's contract to \$17 an hour and increase Steve Chaix's contract to \$22 an hour and Kevin Topp seconded. All Directors voted Aye.

9TH ACTION: Director Phil McWilliams made a motion to elect Director Francesca Duff Board Treasurer and Director Deborah Johnson seconded. All Directors voted Aye.

10TH ACTION: Director Kevin Topp made a motion to elect Director Tara Saraye Board President and Director Deborah Johnson seconded. All Directors voted Aye.

11TH ACTION: Director Tara Saraye made a motion to elect Director Kevin Topp Board Vice President and Director Deborah Johnson seconded. All Directors voted Aye

12TH ACTION: Director Kevin Topp made a motion to elect Director Phil McWilliams Board Secretary and Director Deborah Johnson seconded. All Directors voted Aye.

Director Deborah Johnson will become Board Director.

PUBLIC COMMENTS

None

BOARD COMMENTS

Director Phil McWilliams made a request that the Open Space and Trails Committee be reinstated.

ADJOURNMENT

The meeting adjourned at 9:10 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, January 16, 2018.