



*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](http://www.smrpd.org)

**SMRPD REGULAR MEETING**  
**Tuesday February 19th, 2019 at 6:30 pm**  
**Silverado Canyon Community Center**  
**27641 Silverado Canyon Rd, Silverado, CA 92676**

**Board of Directors**

**Kevin Topp: President**  
**Tara Saraye: Vice-President**  
**Isabell Kerins: Secretary**  
**Francesca Duff: Treasurer**  
**Anjan Purohit: Director**

**Staff**

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

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**SMRPD MINUTES**

This document is available in PDF format at <http://www.smrpd.org>

**CALL TO ORDER**

The meeting was called to order at 6:34 p.m. by SMRPD Board President Kevin Topp.

**ROLL CALL**

Directors Kevin Topp, Tara Saraye, Francesca Duff, and Isabell Kerins were present. Director Anjan Purohit was not present.

**CONSENT CALENDAR**

**1st ACTION: Director Saraye made a motion to approve and file the Minutes of the SMRPD Meeting held on January 15th, 2018. Director Duff seconded. All Directors voted AYE.**

**FINANCE COMMITTEE**

Director Duff reported that the SMRPD had a good month in that we received an allocation of property taxes from the County. We filed the Possessory Interest Annual Usage Report with the County and the Census report with the State of California. We are working on completing the Social Security Paid report. Both the Census report and the Social Security Paid report are new for us this year.

She also reported that we are waiting for Bank of America to confirm a meeting date in order to remove retiring members' signatures and add new members' signatures to our bank accounts. Retiring members should be able to remove their signatures by signing a letter to be approved by the bank. Dates we suggested are February 28 or March 1.

Net income for the SMRPD in January is \$31,692 and year to date net loss is (\$20,088). In January total income was \$43,359 due to receipt of property tax allocation from the County. Total expenses were \$11,666 primarily consisting of payment of the auditors' fee, the second installment of our Capri insurance, and expenses for tree trimming and other landscaping items.

The balance sheet shows an increase in our County cash account to \$62,707 reflecting the allocation of income taxes and our operating cash account shows \$179,190.

The Silverado Children's Center shows January net income of \$1,798 and year to date net income of \$673. Tuition was \$20,807. Expenses included \$15,141 in payroll expenses. Current cash in the bank is approximately \$14,000 with an outstanding check for over \$5,900.

### **TREASURER'S REPORT**

**2nd Action Item: Director Duff moves to approve the financials as reported, Director Kerins seconds the motion. All Directors vote AYE.**

Director Duff would like to schedule a Facilities Inventory meeting by end of March. Report must be completed by yearend to show assets for auditors.

### **OTHER DISTRICT BUSINESS**

No facilities requests were made.

There is a self-defense class scheduled for 2/27 at 6:00.

The ICL History committee's Storage of Archives proposal has been approved with an agreement proposed by Director Topp prepared by our attorney. This agreement allows ICL to utilize the back room for storing of archives for a four year term signed by the presidents of SMRPD and ICL.

**3rd Action Item: Director Topp moves to approve agreement, Director Kerins seconds the motion. All Directors voted AYE.**

Directors Kerins and Saraye will assist in clearing up the room.

Director Kerins presented the specifics of the Candidates Forum hosted by SMRPD. It is proposed to be held on 2/28 from 6:30 to 8:30.

**4<sup>th</sup> Action Committee: Director Topp moves to approve hosting the 3<sup>rd</sup> Supervisors Candidates Forum on 2/28 from 6:30 to 8:30. Motion seconded by Director Duff. All Directors voted AYE.**

### **SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE**

Director Saraye reported that there are six new children with a wait list for the seedlings group, 22.7 fulltime students have been added. There is also a new part-time staff member. Staff attended a workshop on 2/2 which was very successful. Question was raised if we need special licensing to accommodate children with special needs.

The rain has caused some leaks. Steve Reighart is working on this issue.

There is a BBQ fundraiser this Friday, 3/15 at 6:00 at Giracchi Vineyards. Director Saraye stated tickets can be purchased on-line and all proceeds will benefit the children's center. In addition it was announced that the Chili Cook-off will be held 3/19.

The Children's Center will also be applying for the Rooster Grant for outside improvements.

They will also be reviewing tuition increases for the upcoming school year and will present at next board meeting. Budgets will be finalized once increases are approved.

#### **FACILITIES/SAFETY/MAINTENANCE COMMITTEE**

Director Topp reported that the safety committee will meet next month. The facilities committee meeting was held and covered new stage construction. An electrician will be called in and work will be started when weather allows. Director Duff asked that vendors itemize work that is completed on the stage for financial reference.

#### **RECREATION COMMITTEE**

Director Topp stated we are halfway into programming and are on-track for same income as last year. He anticipates \$20,000 for the year. He also foresees increase in weddings and an uptick in concert income.

#### **FUNDRAISING COMMITTEE**

Director Topp indicated that the flea market was cancelled this month due to weather. There was a request for seed money for the Chili Cook-off to assist in advertising costs.

**5<sup>th</sup> Action Committee: Director Saraye moves to approve \$500 for Chili Cook-off to be deducted from proceeds forwarded to Children's Center, seconded by Director Topp. All Directors voted AYE.**

#### **WEBSITE COMMITTEE**

Director Topp will work together with Cressa Cruzan to put together a wedding outreach program when she returns from vacation.

#### **OPEN SPACE AND TRAILS COMMITTEE**

No report.

#### **PUBLIC COMMENTS**

There was a display presented by the ICL Historical Committee on the 5 year anniversary of the Silverado Flood. In addition names were provided for the plaque to be installed at the Modjeska park mural.

**6<sup>th</sup> Action Committee: Director Duff moves to approve purchasing a plaque with inscription for the Modjeska Community Center mural, seconded by Director Kerins. All Directors voted AYE.**

#### **ADJOURNMENT**

The meeting adjourned at 7:10 p.m.

The next meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, March 19th, 2019 at the Silverado Community Center, 27641 Silverado Canyon Road, Silverado, CA.