



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 17, 2019 AT 6:30 PM
Silverado Canyon Community Center
27641 Silverado Canyon Rd, Silverado, CA 92676

Board of Directors

Kevin Topp:
Tara Saraye:
Isabell Kerins:
Francesca Duff:
Anjan Purohit:

President
Vice-President
Secretary
Treasurer
Director

Staff

Laurie Briggs:
Cressa Cruzan:
Steve Reighart:
Meghan Warner:

SCC Director
Administrator
Caretaker
Bookkeeper

SMRPD MINUTES

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

CALL TO ORDER

The meeting was called to order at 6:30 PM by SMRPD Board President, Kevin Topp.

ROLL CALL

Director Purohit was absent.

CONSENT CALENDAR

1st ACTION: Director Kerins made a motion to approve and file the Minutes of the SMRPD meeting held on November 19, 2019. Director Duff seconded. All Directors voted AYE.

FINANCE COMMITTEE

Director Duff reported November showed Net Income for SMRPD of \$839 with YTD loss of \$26,566. Revenue was \$4,723 with YTD revenue of \$11,038 primarily received from property taxes. Expenses were \$3,885 with YTD expenses of \$37,605.

Net Loss for Silverado Children Center for September was \$329 with net YTD net income of \$19,542. Revenue was \$22,493 for the month and \$138,614 for the year. Tuition was \$21,596 for the month, lower than expected. Expenses were \$22,823 for the month and \$119,117 for the year. November expenses were primarily payroll of \$16,857 and snake fencing installation.

2nd ACTION: Director Kerins made a motion to approve Treasurer's Report. Director Saraye seconds. All Directors voted AYE.

OTHER DISTRICT BUSINESS

Director Topp reported on Adhoc committee for the "Time Capsule". He provided items to Director Kerins for fabrication of container.

A Modjeska resident, who is a holistic yoga teacher, would like to provide coaching to fire fighters, as well as a free meditation program. He will work with Cressa on scheduling.

3rd ACTION: Director Topp moves to provide Year End bonuses of \$250 to the following: Laurie Briggs, Cressa Cruzan, Steve Reighart, Meghan Warner, and Janet Lang. Director Kerins seconds. All directors voted AYE.

SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE

Director Saraye reported that there are currently a total of 39 students at the preschool with a FTE of 23.46 students. Payroll switch-over has begun. OC Parks action items are being addressed. Outstanding item is parking lot, which is being discussed with OC Parks representative. Snake fencing has been installed.

Two teachers will be attending an outdoor classroom conference at the end of January. All staff is required to take an 8 hour preventative health, safety, and nutrition class, which SCC will be hosting on March 15.

Three upcoming fundraisers are being planned, two at Giracci (Soups for School on 1/17 and BBQ on 3/20). They are also planning a fundraiser with Cook's Corner for 4/4.

Due to error by Paychex, payroll checks were not released in a timely manner for last pay period. There were three instructors that were provided payroll advances. These advances will be paid by next pay period.

4th ACTION: Director Kerins moves that Director Saraye be signator for payroll documents. Director Duff seconds. All directors voted AYE.

FACILITIES/SAFETY/MAINTENANCE COMMITTEE

Director Kerins reports that all is going well with facilities. A safety meeting was held on December 17, 2019. Minutes are posted. Gazebo at Modjeska was discussed. Will research at next facilities meeting.

RECREATION COMMITTEE

Director Topp requested that Cressa provide a spreadsheet of events for next meeting.

FUNDRAISING COMMITTEE

Director Topp reported that a special Flea Market will be held on December 14, the day of Christmas in the Canyons. The next regular flea market will be January 25.

WEBSITE COMMITTEE

Director Topp reported that Facebook followers have increased to 1,001.

BOARD COMMENTS

Director Kerins reminded directors that form 700 must be filed by April 2020. She also mentioned the independent contractor issues which were tabled until further notice from Capri. Health insurance for fulltime employees was discussed and was tabled until the next meeting.

Director Topp mentioned that he has spoken to our community representative that hands out food to residents. He may not pass out food on parks and rec property due to health code.

He also wished all a Merry Christmas.

PUBLIC COMMENTS

Mary Schrieber said she did not receive her cleaning deposit. She was asked to discuss with Cressa. She would also like to reserve Building A for 1/18.

MEETING ADJOURNED AT 7:20 PM

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 21, 2019.