



*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, March 15th, 2022 at 6:30 PM**  
**Silverado Community Center**  
**27641 Silverado Canyon Road**

**Board of Directors**

**Isabell Kerins: President**  
**Julie "Rusty" Morris: Vice-President**  
**Michele Agopian: Secretary**  
**Jessie Bullis Director**  
**Kevin Topp: Director**

**Staff**

**Laurie Briggs: SCC Administrator**  
**Jo Marie Varela Administrator**  
**Steve Reighart: Caretaker**  
**Stephanie Dodge: Bookkeeper**  
**Sasha Sill: Senior Services**

## **MINUTES**

- I. **CALL TO ORDER** - Meeting was called to order at 7:03 PM and was held in person and on Zoom link
- II. **ROLL CALL** - Director Kerins, Director Morris, Director Topp, and Director Agopian were present in person at the Silverado Community Center. Director Bullis was present via on Zoom.
- III. **CONSENT CALENDAR** – Michele Agopian
  - a. **Action Item #1: Approve and file minutes of the SMRPD Board Meeting dated [January 2022](#) and [February, 2022](#)**

**Board Comments:**

Director Morris: January 2022 minutes were not revised.

Director Kerins: incorrect link was attached, will correct and resubmit for approval in April

**1<sup>st</sup> Action- part 1: Minutes for January 2022: Director Agopian makes motion to approve Minutes for January 2022 as presented. Motion seconded by Director Kerins. No Vote - tabled for next meeting pending correction of link to minutes.**

**1<sup>st</sup> Action – part 2: Minutes for February 2022: Director Agopian makes motion to approve Minutes for February 2022 as presented. Motion seconded by Director Morris. All present voted aye. Motion passes.**

**IV. FINANCE COMMITTEE** – Isabell Kerins

- a. **Action Item #2: Approve and file Financials for SMRPD for [April 2021](#), [May 2021](#), [June 2021](#), [July 2021](#), [August 2021](#), [September 2021](#), [October 2021](#), [November 2021](#), [December 2021](#), [January 2022](#), and [February 2022](#) and [SCC for February 2022](#) - financials were revised to include fund 728 postings that were inadvertently omitted.**

**2<sup>nd</sup> Action: Director Agopian makes motion to approve Financials for SMRPD for April 2021, May 2021, June 2021, July 2021, August 2021, September 2021, October 2021, November 2021, December 2021, January 2022, and February 2022 and Financials for SCC for February 2022 as presented. Motion seconded by Director Morris. All present voted aye. Motion passes.**

**V. TREASURER'S REPORT** – Isabell Kerins

- a. **Action Item #3: Approve [2022-2023 SMRPD Budget](#) - posted in OC register**

**3<sup>rd</sup> Action: Director Morris makes motion to approve 2022-2023 SMRPD Budget as presented. Motion seconded by Director Agopian. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp votes aye. Director Bullis not present for vote. Motion passes.**

b. **Action Item #4: Approve [2022-2023 Silverado Children's Center Budget](#)** - posted in OC register

**4<sup>th</sup> Action: Director Morris makes motion to approve 2022-2023 Silverado Children's Center Budget as presented. Motion seconded by Director Agopian. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp votes aye. Director Bullis not present for vote. Motion passes.**

c. **Action Item #5: Approve [2022-2023 Silverado Children's Center Tuition](#)**

**5<sup>th</sup> Action: Director Agopian makes motion to approve 2022-2023 Silverado Children's Center Tuition as presented. Motion seconded by Director Morris. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp votes aye. Director Bullis not present for vote. Motion passes.**

d. **Action Item #6: Approve [2022 Pay scale](#)** – Pay scale for Silverado Children's Center July 2022 through Jun 2023

**6<sup>th</sup> Action: Director Morris makes motion to approve 2022 Pay scale as presented. Motion seconded by Director Agopian. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp votes aye. Director Bullis not present for vote. Motion passes.**

e. **Action Item #7: [Resolution 03152022-1 – Addition of Jessie Bullis to Bank of America Signature Card](#)** – Resolution is for the addition of Director Bullis and removal of Stephanie Bailey.

**7<sup>th</sup> Action: Director Agopian makes motion to approve Resolution 03152022-1 – Addition of Jessie Bullis to Bank of America Signature Card as presented. Motion seconded by Director Morris. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp votes aye. Director Bullis not present for vote. Motion passes.**

Director Kerins presented SMRPD Financial Report for February 2022.

Per the Balance Sheet the Bank of America available balance on 2/28/2022 was \$176,935. The actual amount in the bank account was \$233,443. The \$56,508 from the Covid Grant was incorrectly posted to the Interfund Receivables account and will be remedied next month. The County account is at \$176,935.

Financials have been reviewed and updated to reflect Fund 728 deposits that were not posted from April 2021 through January 2022. State Finance Department has been alerted of the incorrect information for the SMRPD provided for the Covid Grant and revised Financials have been sent to them. Awaiting response.

Total Income for the month of February was (\$36) with Year to Date Total Income of \$198,536. Expenses for the month of February total \$8,143. Year to date expenses were \$56,087. Net Income for February was (\$8,266.76) with a \$142,462 year to date Net Income.

Expenses for the month which are not usual:

- There was a (\$100) posted to 6620 – Rents and concessions for reimbursement of deposit for facility rental that was cancelled due to Mandatory Evacuation during Holidays
- 14002 – Repairs and Renovations of \$390 for cleaning products and dog waste bags
- 1500 – Donations of \$2,500 to the ICL for Canyon Watch program
- 1600 – Memberships of \$503 for CSDA (California Special Districts Assoc. yearly membership)
- 1700 – Miscellaneous Expense of \$507 for the plaque for Zach Dupree
- Various Professional Services were paid including cost for yearly State Controller's Financial Transaction Report paid to CPA for \$750, book keeping, website maintenance and legal of \$240, totaling \$1,945
- Also paid \$285 to OC Register for posting of budget

The rest of the expenses for the month of February are ordinary and within the scope of the SMRPD monthly budgeted expenditures. Worker's Comp estimated payroll was submitted to CAPRI on 2/28/2022.

#### **Board Comments:**

Director Agopian: Attended last ICL meeting and ICL did not acknowledge the recent SMRPD donation.

Director Kerins: Donation may not have posted in time for the ICL meeting, but funds have been cleared from the SMRPD account.

Director Kerins presented SCC Financial Report for February 2022.

Per the SCC Financials the Balance Sheet reflects the Bank of America checking account balance of \$15,342 and the savings account balance of \$71,052. The actual Bank of America checking account balance at 2/28/2022 was \$16,932 and the savings account balance was \$71,054. We are researching the \$1,590 discrepancy and will update accordingly.

Monthly Income for SCC for February was \$87,666 with Year To Date Income of \$304,273. This includes the \$50,000 Covid Grant deposit in February. Expenses for the month were \$33,996 with Year to Date expenses of \$231,651.91.

The SCC Tuition Income for February 2022 was \$36,848. Tuition covered all expenses for the month. There was also a donation of \$518 and registration fees of \$300.

Net Income for month of February was \$53,278 with a year to date Net Income of \$72,228.

Expenses for the month which are unusual are:

- 6000 – Advertising of \$340 for posting of budget and tuition increases
- 6550 – Office Expense of \$819 which includes purchase of tablets for classrooms
- 6957 – Furniture purchase of \$602 for new book shelves
- 6842 – Seminars expense of \$1,036 for director and staff members
- 6901 – Building Grounds expense of \$5,959 for kitchen remodel
- Reconciliation Discrepancy of \$392 – This is still being worked on with rebuilding of accounts. Will update on final reconciliation

**Board Comments:**

Director Agopian: requested a link to the treasurer report to be included with the agenda

**VI. OTHER DISTRICT BUSINESS**

- a. Voting of Officers
  - i. Treasurer
  - ii. Secretary

**Board Comments:**

Director Kerins – Due to time it takes for a Board member to be added on to the bank account, it was recommended by advisors to consider an existing member to be voted to the Treasurer seat. The process can take up to three months because of the required resolution, approval of minutes, and all Board members to be present at the bank for signature purposes.

Director Topp – Despite these delays, would still like to see Director Bullis in the Treasurer role since Director Bullis was put on the Board to be Treasurer. Additionally, the inability to sign checks can be accounted for by other Directors signing as needed. Also, the learning curve would be minimal for Director Bullis to learn the accounting given her background. Lastly, believes Director Bullis will run for another term in July and will likely be on Board another term.

Director Bullis – confirmed she will run for another term in July.

**Director Topp makes motion to nominate Director Bullis as Treasurer. Motion seconded by Director Bullis.**

**Substitute motion: Director Morris makes motion to nominate Director Agopian as Treasurer.**

**Board Comments:**

Director Morris: Would like to elect Director Agopian as Treasurer due to her guaranteed continuation on Board. When Director Bullis is elected, positions can be updated as needed and Director Bullis can be trained at that time if she is voted in as Treasurer. As a result, she would like to nominate Director Bullis as Secretary

Director Topp: Would prefer Director Bullis take the Treasurer seat.

Director Agopian: Would prefer Director Bullis to take on Treasurer role after election onto Board is confirmed

Director Bullis: Would support Director Agopian as Treasurer

Director Kerins: With recent experience filling in as the Treasurer role for the last two years, she expressed importance that whoever signs checks, is also responsible for reviewing financials for continuity of process.

**Motion seconded by Director Agopian. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Topp voted nay, Director Bullis abstained. Director Agopian elected as Treasurer.**

**Director Kerins makes motion to nominate Director Bullis as Secretary. Motion seconded by Director Morris. Director Agopian voted aye, Director Kerins voted aye, Director Morris voted aye, Director Bullis voted aye, Director Topp voted nay. Director Bullis elected as Secretary.**

b. Committees

- i. Brown Act Requirements - Standing committees required to file agenda and minutes. This has not happened in the recent past with exception of Facilities and Safety Committee. As with all meetings, the committee meetings require 72 hours notice with agenda, meetings must be held in public, and minutes filed.

**Public Comments:**

Scott Breeden: Indicated this was done in the past.

**Board Comments:**

Director Kerins: This has not been done since she was on the Board. Committees meetings must be properly conducted moving forward.

- ii. Standing Committee Schedule – we will need to put dates on calendar for these committee meetings and are working with committee chairs now to get this in place
- iii. [Sample Standing Committee Agenda](#)

**Public Comments:**

Scott Breeden: Adjournment is misspelled on this document. Agenda draft will be updated accordingly.

**Board Comments:**

Director Morris: Notes that personnel items may need to be held during closed meetings when discussing employees

Director Kerins: Closed sessions are permitted for: Labor negotiations, legal actions and property items

Director Agopian: Would like to know who is on each committee for the next meeting

Director Kerins: Stated that now that Treasurer and Secretary roles have been voted on committees will be adjusted accordingly and presented at next meeting.

c. Document Retention Update

- i. **Action Item #8:** [Resolution 03152022-2 – Document Retention Policy](#) - Updated the policy to be more conducive to requirements of SMRPD.

**Board Comments:**

Director Agopian: Under emergency management, would like to add an incident command section

Director Kerins: Confirmed that OneDrive matches this same Retention system, and noted that due to privacy policies in place, only certain members have access to certain folders

**8<sup>th</sup> Action: Director Agopian makes motion to approve Resolution 03152022-2 – Document Retention Policy as presented.**

**Motion seconded by Director Morris. All present voted aye. Motion passes.**

d. SMRPD Calendar

- i. **Action Item #9: Approve [SMRPD Calendar](#)**

**Board Comments:**

Director Topp: Requested a copy of this in each Board Members book

Director Topp: Discussed updating lockbox code and agrees that we should update the code after each wedding season, concert season

Director Kerins: Will include on calendar to update lockbox code at the end of June, end of Dec, and as needed

**9<sup>th</sup> Action: Director Bullis makes motion to approve SMRPD Calendar as presented. Motion seconded by Director Morris. All present voted aye. Motion passes.**

e. Ad Hoc Committee – Bond Fire

1. Update – County meeting 3/9/22 included county agencies and the three canyon organizations. Insurance Town Hall on 3/12 was very informative. A follow up meeting to be held with canyon organizations. Thereafter a community townhall is planned to be held for resident input.

**Board Comments:**

Director Kerins: Stated that Insurance Town hall was not filmed but collateral is available. She also provided an update that they are making progress with removing the mud from the Riviera. Soil still needs to be tested and the Abbey may utilize the dirt. Board of

Supervisors will need to vote on this. NCRS may begin in May or Sept and work should take approximately three months on cleaning out the creeks.

Director Topp: Noted that dirt needs to be removed before summer concert series starts in May. Director Kerins stated that plans are being made to have removed by Easter Pancake Breakfast, SMRPD's first large event of the season.

f. Ad Hoc Committee – Grants

i. [COVID Grant](#) –

1. State Finance Department notified regarding incorrect SMRPD Financials due to Fund 728 posting oversight. Updated Financials provided. Awaiting response.

**Board Comments:**

Director Kerins: confirmed that this was a SMRPD issue and not related to SCC. Grant funds received will be kept aside until fully resolved.

g. Password – Updates - Updated all passwords to OneDrive and access was given based on necessary permissions ue to privacy considerations

h. CSDA – Scheduled Webinars

**Board Comments:**

Director Morris: Informed the Board about a weekly newsletter that is requesting organizations to pass resolutions opposing an initiative that limits ability of state and local government to raise revenues for government services

Director Kerins: Will review and this item to an upcoming agenda

i. CARPD Conference – Update

**Board Comments:**

Director Bullis: Applied for scholarship for conference for CARPD in Lake Tahoe 5/18-5/21

j. Katie Porter Meeting – Update

- i. Director Kerins presented all of the issues with power shut offs and the resulting Bond Fire to Katie Porter's representative. This was the first request to the Federal government with regards to homes affected by Cleveland National Forest run off (primarily affects Wildcat area). They are now working with the county to create maps. Wildcat will likely fall into this category, and Williams may also be affected by debris flow from the Cleveland National Forest that affected personal property.

k. LAFCO

i. Meeting Update

**Board Comments:**

Director Agopian: Attended but not much presented was relevant for SMRPD. Will attend next one on 4/11.

Director Bullis: Main focus of the meeting was budget and initiatives and will research more

- ii. Elections – LAFCO is looking for regular or alternates for voting due 3/14-3/22. Also requesting nominations.

**Board Comments:**

Director Agopian: May be interested in running and will check to see if elected position needs to be a Board member

Director Bullis: May be interested in running

Director Kerins: They need someone authorized by Board to vote for election for this year. Director Kerins will be primary and Director Morris will be alternate

**VII. SILVERADO CHILDREN'S CENTER (SCC) OVERSIGHT COMMITTEE**

a. [Program Report](#) with updates on facilities and enrollments

b. [OC Park Inspection](#) - Most items have already been taken care of, with the exception of the parking lot. OC Parks is taking responsibility and will repair the parking lot.

c. Children's Center Purchasing Policy

i. Forms

1. [Silverado Children's Center Purchase Approval](#)
2. [Facility Enhancement Proposal](#)

ii. **Action Item #10:** [Resolution 03152022-3 – Silverado Children's Center Purchasing Policy](#)

**Board Comments:**

Director Kerins: This policy is already in place; a form is being added to document the process

**10<sup>th</sup> Action: Director Agopian makes motion to approve Resolution 03152022-3 –Silverado Children's Center Purchasing Policy as presented. Motion seconded by Director Morris. All present voted aye. Motion passes.**

iii. **Action Item #11:** [Resolution 03152022-4 – Friends of Silverado Children's Center Facility Enhancement Proposal](#)

**Public Comments:**

Scott Breeden: Some wording on the form is inaccurate

**Board Comments:**

Director Kerins: Mr. Breeden is correct, we will correct the form and resubmit on the next agenda

Director Topp: Explained that the form will just be used for enhancements to be proposed and the oversight committee will determine if full board vote necessary

Director Agopian: Further explained that the Friends of Silverado Children's Center use their own funds for the enhancements

**11<sup>th</sup> Action: TABLED**

d. [Report on Friends of Silverado Children's Center 501c\(3\)](#)

**Public Comments:**

Sarah Pizzarusso, President of Friends of Silverado Children's Center, clarified that Friends of Silverado Children's Center does not invent the work to be submitted on the Enhancement Proposals, rather SCC makes the requests and FSCC funds the work that is appropriate for their organization.

**Board Comments:**

Director Topp: Would like this added to the Resolution

Director Kerins: As a follow up to a question raised at the February meeting, confirmed that FSCC has a valid raffle license through September 2022

**Public Comments:**

Sarah Pizzarusso confirmed raffle license expires on 8/31/22. She will reapply in September

- i. Cook's Corner Fundraiser will be held on 3/19 from Noon to 6 PM
- ii. Wheelie Fun Fest – Silverado Community Center on 6/4
- iii. Raffle Update

**VIII. FACILITIES/SAFETY/MAINTENANCE COMMITTEE**

- a. Rental Policy– Isabell Kerins
  - i. Car Events discussion

**Public Comments:**

Scott Breeden: Clarified if this was a different event than the monthly Cars & Coffee events

**Board Comments:**

Director Agopian: Expressed that we do not have space, and these types of events will be disruptive to traffic flow. Also, sound ordinances and insurance would need to be addressed

Director Kerins: Expressed hesitation because of the ongoing issues currently in the forest and the abusive cars affecting residents. Does not think it would benefit our community to encourage such events

Director Bullis: Understands concerns but has participated in these types of events and seen participants be respectful

Director Kerins: Confirmed that Cars & Coffee is an event that the Market puts on

Director Topp: For consideration in the future, has requested an outline of requested use to be approved by Board

Director Bullis: Also requested an outline for future consideration

Director Agopian: This event was not approved by the Committee since there was not enough time for the Board to vote

- ii. Community Center and Park Policy and Use Fees
  - 1. **Action Item #12: [Approve revised Community Center and Park Policy and Use Fees-](#)**  
Updated the areas available to rent to add playground and tables or stage and courts

**Public Comments:**

Scott Breeden: Requested clarification on difference between Silverado Park and Silverado Playground

**Board Comments:**

Director Kerins: Explained the individual areas available to rent and provided an example of pickleball tournaments renting just the courts and stage area, or a birthday party renting just the playground and picnic tables

**12<sup>th</sup> Action: Director Topp makes motion to approve revised Community Center and Park Policy and Use Fees as presented. Motion seconded by Director Agopian. All present voted aye. Motion carries.**

- iii. Use Application For Wedding or Large Special Event at Silverado Park
  - 1. **Action Item #13: [Approve revised Use Application for Wedding or Large Special Event at Silverado Park](#)** –Per insurance, the Force Major clause needed to be added

**Board Comments:**

Director Bullis: Requested clarification on when insurance is required

Director Kerins: Insurance required for any event with alcohol, and all large events and when renting bounce houses

Director Topp: Noted that an electrician is putting in light switch for stage and fixing timers

**13<sup>th</sup> Action: Director Topp makes motion to approve revised Use Application for Wedding or Large Special Event at Silverado Park as presented. Motion seconded by Director Agopian. All present voted aye. Motion passes.**

- iv. Special Event Wavier Discussion
  - 1. **Action Item #14: Approve Special Event Waiver Policy**

**Board Comments:**

Director Kerins: Requested action to be tabled so that additional research can be done to ensure a consistent fee waiver policy

**14<sup>th</sup> Action: TABLED**

- v. Instructor Use Agreements
  - 1. **Action Item #15: Approve revised [Rec Program Instructor Agreement](#)**

**Board Comments:**

Director Morris: Questioned if this was approved by Capri

Director Kerins: Confirmed that Capri approved these updates

**15<sup>th</sup> Action: Director Topp makes motion to approve revised Rec Program Instructor Agreement as presented. Motion seconded by Director Agopian. All present voted aye. Motion passes**

- 2. **Action Item #16: Approved revised [Rec Program Waiver](#)**

**16<sup>th</sup> Action: Director Morris makes motion to approve revised Rec Program Waiver as presented. Motion seconded by Director Topp. All present voted aye. Motion passes.**

- vi. Posting of updated Use Fees
- b. Rental Requests
  - i. Wedding Reception – 4/8
  - ii. Birthday Party – 4/9
  - iii. Fire Station #14 Annual Easter Pancake Breakfast 4/17
    - 1. **Action Item #17: Approve waiver of facility use fees for Volunteer Fire Station #14 Annual Easter Pancake Breakfast**

**Board Comments:**

Director Agopian: Questioned why three days were reserved for this event since the actual event is only the 17th

Director Topp: Advised that they need time to set up for the event

Director Kerins: Added there are also rentals that will be dropped off on Friday, as well as all the supplies to be kept in the kitchen

**17<sup>th</sup> Action: Director Topp makes motion to approve waiver of Facility Use Fees for Volunteer Fire Station #14 Annual Easter Pancake Breakfast as presented. Motion seconded by Director Morris. All present voted aye. Motion passes.**

**2. Action Item #18: Donate \$750 towards Easter Egg Hunt for Easter Pancake Breakfast**

**Public Comments:**

Mary Schrieber: SCC has done that in the past for Modjeska

Scott Breeden: Confirmed that this has been raised in the past and they did not want the funds

**Board Comments:**

Director Topp: Questioned why the amount was increased this year

Director Kerins: Confirmed that it was increased from \$500 to \$750 due to price increases. Event has not been held for two years

Director Bullis: Questioned why the donation was only for the Silverado Easter, not Modjeska as well

Director Topp: Advised that Modjeska is always welcome but they have not wanted a donation in the past

**18<sup>th</sup> Action: Director Topp makes motion to approve donation of \$750 towards Easter Egg Hunt for Easter Pancake Breakfast as presented. Motion seconded by Director Agopian. All present voted aye. Motion passes.**

- iv. Birthday Party – 4/1 5-9PM (Building A)
- v. Specialize Treeworks – 4/20 8 hours (Building A)
- vi. California and Empress Chinchilla Breeders Cooperative – 4/23 6 AM – 6 PM (Building A)
- vii. Baptism – 4/24- this event was originally booked for 4/17 but due to Pancake Breakfast conflict, they graciously agreed to move the Baptism date
  - 1. Request approval to deduct \$150 from Facility Use Fee due to accommodation of Fire Fighter's Annual Pancake Breakfast
    - a. **Action Item #19: Approve reduction of \$150 in fees for Baptism event**

**Public Comment:**

Jo Marie Varela: This \$150 credit will cover the deposit to the caterer the Baptism lost due to switching the dates

**Board Comments:**

Director Kerins: The \$150 credit will bring the Non-resident fee to the Resident fee amount

**19<sup>th</sup> Action: Director Agopian makes motion to approve reduction of \$150 in fees for Baptism event as presented. Motion seconded by Director Bullis. All present voted aye. Motion passes.**

- viii. Bible Studies – 4/20 and 4/27 – date correction to 3/20 and 3/27
- ix. Wheelie Fun Fest – 6/6 – date correction to 6/4
  - 1. **Action Item #20: Approve waiver of Facility Use Fees for Friends of Silverado Children's Center Wheelie Fun Fest**

**20<sup>th</sup> Action: Director Agopian makes motion to approve waiver of Facility Use fees for Friends of Silverado Children's Center Wheelie Fun Fest as presented. Motion seconded by Director Topp. All present voted aye. Motion passes.**

- c. Lights added to stage
  - i. Update – see above

**IX. RECREATION COMMITTEE – No report**

**X. FUNDRAISING COMMITTEE**

- a. Blood Drives – Rusty Morris
  - i. Blood Drive scheduled 6/7/2022 – Noon – 6 PM

**Board Comments:**

Director Morris: Rattlesnake Aversion Training is added in Modjeska on 4/1 9 AM – 6 PM

- b. Flea Market – Isabell Kerins
  - i. 2/26 – \$100 received. Deposited by book keeper



ii. 3/26 next event

**XI. COMMUNICATIONS COMMITTEE**

- a. Report from Communications Committee
  - i. Report on email bounce backs and undeliverable emails – Director Kerins and Director Topp will review
- b. Wedding Collateral – Kevin Topp
  - i. Timing – will work on this week
- c. SMRPD Website
  - i. [Revision of website](#)
    - 1. Volunteer to update copy – Director Morris volunteered to review updates
    - 2. Add Donation Landing page and Donation “Button” on all pages

**XII. PERSONNEL COMMITTEE**

- a. Caretaker/Security Contract – Pending - Still working with legal
- b. Privacy Policy – Required by state and federal governments- due to privacy regulations, permissions have been updated along with all passwords. Also, SMRPD will be adding a privacy policy to the website
  - i. Passwords – all password invites will be resent

**XIII. OPEN SPACE AND TRAILS COMMITTEE**

**XIV. PUBLIC COMMENTS**

**XV. BOARD COMMENTS**

Director Agopian– Women Board members have been invited to National Women’s History Month at Bowers museum on 3/31 2 PM by Supervisor Foley

**I. ADJOURNMENT** – Meeting was adjourned at 8:54 PM

**XVI. The next regular meeting of the SMRPD Board of Directors will be at 6:30 PM on Tuesday, April 19th, 2022 at the Modjeska Community Center**