



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

**Silverado Children's Center Oversight Committee
Meeting
Tuesday, September 17, 2024, at 3:30PM
Silverado Community Center
27641 Silverado Canyon Road, Silverado, CA**

Committee Members

Michele Conklin Vice President
Brittney Kuhn: Treasurer

Staff

Laurie Briggs: SCC Program Director
Alexa Dixson-Griggs: General Manager

AGENDA

NOTE: MEETINGS WILL BE HELD IN PERSON AND BY ZOOM, IF POSSIBLE, UNTIL FURTHER NOTICE

ZOOM LINK - Best efforts will be made to accommodate Zoom meeting, however meeting will continue in person if Zoom is unavailable.

PUBLIC COMMENTS: A person wishing to comment on an Agenda item should wait for the facilitator to request comments, ask to make a comment. You have three (3) minutes to complete those comments, unless a longer time is granted. No speaker may allot his or her time to others.

Comments on Agenda items: Comments concerning matters on the Agenda will be heard at the time the matter is considered.

Comments on non-Agenda items: Comments concerning matters not on the Agenda will be heard during the Public Comment section of the Agenda. A speaker's comments should be within the subject matter jurisdiction of the SMRPD.

Please note that if you are addressing the Board on items not on the Agenda, the Brown Act does not allow Board discussion of such items because they are not on the Agenda and thus were not noticed publicly. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a very limited factual response. Your comments may be placed on the Agenda for future discussion. Non-Agenda comments are limited to 3 minutes each with a total of 15 minutes.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. STANDING ITEMS/REPORTS**
 - a. Minutes from [August 2024](#)
 - b. SCC Program Report – Aug - Laurie Briggs
- IV. SMRPD CALENDAR ITEMS**
- V. CURRENT DISCUSSION ITEM**
 - a. Process to ensure that Quarterly (941) and annual (940) IRS forms are submitted
 - b. Staffing update
 - c. Monthly Staff Inservice day
 - d. SCC Minimum Day
 - e. Staff Increases effective September
 - f. Facility Responsibility - (Including OC Parks inspection)
 - g. NAEYC Conference
 - h. Facility - Laurie Briggs
 - i. Mud Kitchen rebuild
 - ii. Plumbing – update
 - iii. Pest Control - [Orkin](#)
 - iv. New Butchertop Counter
 - v. Pinecone/Oak Tree and Acorn Roof leak repair bid
 1. [Roofing Standards Quote](#)
- VI. CLOSED SESSION**
- VII. ADJOURNMENT**

The next regular meeting of the SCC Oversight Committee will be on Tuesday, October 15, 2024, at 3:30 PM at the Silverado Community Center.

It is the intent of the Silverado Modjeska Recreation and Park District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally

provided, the Silverado Modjeska Recreation and Park District will attempt to accommodate you in every reasonable manner. Please contact the District President at (949) 887- 1910, at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in this meeting.