

**Final Minutes- Board of Directors Meeting  
Muir Woods Park Community Association**

**Agenda Item 1 Call to Order and Roll Call – Meeting Information**

Meeting Date	9 June 2011
Call To Order	
Chairperson	Pete Hindley
Present:	
Peter Hindley, President	X
Keith Papulias, Vice-President	X
Carol Stern, Treasurer	
Lynn Hindley, Corresponding Secretary	X
Diane Curtis, Recording Secretary	X
Lila Daniels	
Faybeth Diamond	X
Harold Dittmer	X
Nancy Gribler	X
Susan Johnson	X
John Lovell	X
Members and Guests Present:	
Adjourned	8:55 p.m .
Minutes Submitted By	Diane
Date Of Minutes	9/7/11

The following action items, decisions, and important issues were discussed/agreed to:

**Agenda Item 2            Agenda Approval and Additions**

Motion: To approve the agenda (with changes noted above, if applicable).

Motion by: Pete

Second by: Keith

In favor: All

Oppose: None

Abstain: None

**Agenda Item 3            Approval of Minutes of Previous Meeting (12 May 2011)**

Motion: To approve the minutes (with changes noted above, if applicable).

Motion by: Carol

Second by: Diane

**In favor: All**

**Oppose: None**

**Abstain: None**

**Agenda Item 4            President's Report (Pete)**

Our tradition is to take July and August off.

Motion: Take July and August off

Motion by: Keith

Second by: Lynn

In favor: All

Oppose: None

Abstain: None

**Agenda Item 5 Treasurer's Report (Carol)**

We have about \$16,700 available to spend. Got an extension to Aug. 15 for taxes.

Motion: Accept Treasurer's report

Motion by: Susan

Second by: John

In favor: All

Oppose: None

Abstain: None

**Agenda Item 6 Corresponding Secretary's Report (Lynn)**

No report.

**Agenda Item 7 Old and Ongoing Business**

**7A Communication Chairperson's Report (Lila)**

No report.

**7B Children's Committee Chairperson's Report (None, Jennifer Sheetz not on Board)**

No report.

**7C Emergency Coordinator's Report (Susan and Faybeth)**

Susan -- Kelly Coucaud going to be liaison for Kent; Carl Duisberg will be liaison on a part of Panoramic

Fayeth and Susan working on Disaster Registry form. Handed out form for board members to fill out with info about family members, pets, skills, equipment, other info.

Issues about form: in-law units; ask for licensed ham radio operators; manila folder will have forms, pet info, including pet rescue, SPCA sticker, along with basic emergency instructions.

Once info is collected, liaison will provide it to neighbors, which includes names and phone numbers of all neighbors.

Thought to get rid of redundancy. Combine first and second pages of skills/resources into one item.

Harold – take out permission form for water, gas and electricity to be shut off.

Peter – Max 2 pages. Can take off addresses of fire stations. John – Gas line can be ruptured not just on main source side of line.

Susan – The thinking is a boxed format works. We have enough lines for names of people. Pet info fine. Emergency contacts – should be an additional line. Under neighborhood resources, what I'm kind of hearing is that there's some redundancy and that info should be combined on 2<sup>nd</sup> page. We're going to ask Fire Department about the

permission statement. Going to add under skills pet care, ham radio operator and first responder. Going to take out driver/ 4-wheel drive truck. Add something about gas shutoff wrench. It's supposed to be sitting on meter. And take off fire station.

Susan – Recycle Day -- Was in contact with the group that does this. Dates we asked about are available. 27<sup>th</sup> and 28<sup>th</sup> of August. They'll put up banners and flyers. Basically, all we have to do is have place available. We draw from Stinson, Muir, Homestead.

Motion: Go ahead with Aug. 27 and 28 Recycle Weekend

Motion by: Nancy

Second by: Faybeth

In favor: All

Oppose: None

Abstain: None

#### **7D Facility (Including Rentals) Chairperson's Report (Lynn)**

Rentals going fine and facility in good shape.

West Wall cost estimate – This is biggest thing we ever proposed to spend. Estimate \$14,400, which includes all costs. Their plan was to do horizontal siding, which is in contrast to existing batten and board vertical siding.

Harold – bid's too high by a factor of 2. I don't know how you can spend more than \$2,500 in materials.

Faybeth will ask for an estimate. Harold will try to find someone to give an estimate.

We're talking about having it done in October.

Lot fewer gaps with horizontal boards, but we prefer vertical battens.

Update on driveway – John says Doug says his approach would be to scrape and stage surface gravel, lay down and vibra-plate compact 2-6" of road base (depth depending on road condition, the one drive being the worst) then do the same with 1/2-3/4 crushed rock on top. Biggest erosion problem is coming from water pouring down the upslop. Materials would run around \$3,500. Machine work about half of that.

John – It sounds like what we talked about and even more than what we did before.

## **7E Sewer Committee Chairperson's Report (Lynn)**

Stats reported in Lookout but opt-out process came to its end. Opt-out people were a total of 87 parcels with residences. Also, about 40 vacant parcels opted out. 204 did not opt out..

Kinsey wants to have a meeting in September.

## **7F Report on Database of Addresses (none – Harold out of town)**

Looks like 96 percent of mailings made it out, so that's good.

Story suggestions – Jerry Kott got in car accident. 73-year-old niece always owned home that Jerry lived in at 5 Fern Lane. Jack Cantor became good friends with Jerry. He was a vet. Jack would take him to VA. Whole story about why he goes to Mexico. Brought whole bunch of washing machines and dryers. Family started a Laundromat. He would get a trailer and bring down a bunch of old washing machines.

## **7G Welcome Committee Report (Diane)**

No report.

## **7H Report on Web Site (Diane)**

Find out who has paid for ads and put them on website.

## **Agenda Item 8 New Business**

### **8A Fall Arts Festival (Keith)**

15<sup>th</sup> year MWPCA been doing booth. Sept. 24-25.

Same menu? Artichokes were a hit. Need more artichokes. Chicken apple sausage. Steak sandwiches.

### **8B Other (Anyone?)**

Steps replaced from Madera to Edgewood. Edgewood/Cypress Association.

## **Adjournment**

Motion: To adjourn the meeting

Motion by: Peter

Second by: John

In favor: All

Oppose: None

Abstain: None

Time: 8:55 p.m.