

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

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

Meeting Date	14 June 2012
Call To Order	7.07 pm
Chairperson	Peter Hindley
Present:	
Peter Hindley, President	x
Keith Papulias, Vice-President	x
Carol Stern, Treasurer	x
Lynn Hindley, Corresponding Secretary	x
Nancy Gribler, Recording Secretary	x
Lila Daniels	x
Faybeth Diamond	x
Harold Dittmer	x
Susan Johnson	x
John Lovell	x
Judy Sparks	Apologies
Members and Guests Present:	n/a
Adjourned	8.39 pm
Minutes Submitted By	N. Gribler
Date Of Minutes	7.7.2012

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

**Agenda Item 2            Agenda Approval and Additions**

- Approved

Motion: To approve the agenda

Motion by: John

Second by: Susan

In favor: All

Oppose: None

Abstain: None

**Agenda Item 3            Approval of Minutes of Previous Meetings (10 May 2012)**

Minutes to be sent via mail by Gribler. Board will approve via email and votes will be noted at next meeting.

Motion: To approve the minutes

Motion by:

Second by:

In favor:

Oppose:

Abstain:

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

**Board Meeting Schedule:**

Summer vacation: Next Board meetings in September and October, Pete and Lynn gone for October meeting. Vice President Papulias to chair the meeting.

**Expenses:**

Current expected budget deficit for 2012: \$3,900 considering \$7,900 in projects / non-recurring costs: \$5,000 west wall, \$2,000 playground structure moving and installation, \$500 for roof repair, \$200 each for BBQ and lights on lower parking lot. Seems acceptable given \$38,000 in bank accounts as of June 12, as noted in Carol Stern's (Treasurer) June 12 balance sheet.

**July BBQ:**

On July 8th we will have our annual 'casual' BBQ event. This is for members to come and visit with each other mid-summer, bring their own food to BBQ, we'll provide the person-power and fire. Hindley will send out reminders via email to members

**Artists Open Studios:**

A note of congratulations to Board Director Lila Daniels for her co-ordination of a very successful inaugural event. The reception on Friday June 2 before the weekends Open Studios had one of the largest number of people at the Clubhouse for an event (almost 100 guests), and the word of mouth was very positive for the community as a whole.

Motion: To approve the Presidents Report

Motion by: Faybeth

Second by: Lynn

In favor: All

Oppose: None

Abstain: None

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

- A general concurrence by all Board members about the fine job that Carol has done with the financial reports.
- As stated by President Hindley, our financials are in good shape.
  
- Membership checks continue to arrive and are deposited in our account
  
- Carol will send expense reimbursement checks to artists not to exceed \$850 (\$500 pledged from Marin County, \$350 pledged from MWPCA).

Motion: To approve the Treasurers Report

Motion by: Faybeth

Second by: Lila

In favor: All

Oppose: None

Abstain: None

**Agenda Item 6**

**Corresponding Secretary's Report (Lynn)**

None to report

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:

## **Agenda Item 7            Old and Ongoing Business**

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

#### **Open Studios:**

A big 'thank you' to the Board for their support of the inaugural Mt Tam Open Studios event. It was a success, especially for the first year. The group would like to make it an annual event.

It was proposed that the Open Studios group hold an event closer to Christmas.

A discussion among board members ensued as to whether all membership should be included in the event, vs. just for the established Mt Tam Open Studios group.

It was decided that in order for the MWPCA to continue as a sponsor, including allowing for the group to have free access to the Clubhouse for events, that all artists and craftsperson's on the mountain be allowed to participate in the holiday event. Time frame to be determined in the future, and Daniels will work with Lynn Hindley to ascertain the date of the event. Dates discussed: Nov 10th, Nov 30th or December 1st.

#### **Lookout publication:**

The deadline for the next Lookout is June 25th in order to get it out for an early July publication. A story list with assignments was sent out to contributors.

The ideal situation is to get to a point where the Lookout is completely digital and emailed to all members. We still want to print a small quantity of pubs, but those who receive them will need to pay a subscription fee.

Harold stated that he has an email list of the Cypress Ave/Edgewood 'Social Club' that he will send so that they may receive the Lookout as well.

#### **Signage:**

The Board discussed that the Yoga sign at Four Corners is looking a little ratty, especially in contract to the beautiful vinyl sign that the Open Studios group had produced. A discussion ensued as to whether we should produce a new vinyl sign that was a default/permanent sign. A message that was agreed upon by the Board:

#### **Welcome To Mt Tam. Please Drive Safely**

A plan for production of the sign was tabled until the next meeting.

Also, it was decided that the Disaster Council may use the sign at Four Corners as needed to promote activities. Coordinate with Lynn Hindley.

Motion: Approve the Communication Report

Motion by: Nancy

Second by: John

In favor: All

Oppose: None

Abstain: None

**7B Children's Committee Chairperson's Report (John )**

Please see Playground Report

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:



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

### Disaster Council Report:

Virginia Soper has removed herself from the Council. This leaves a small group as the nexus: Susan, Faybeth, Larry Lewis and Jeremy Pierce the fire captain at Throckmorton station. Larry is the coordinator for the county-wide Disaster Council.

What is needed is a leader of the group.

Next steps:

-Continue to receive and coordinate the green household registries handed out. Ascertain how many have been turned into the Fire Department directly

-Training of the Block Captains (those who are responsible for 8 Blocks, and oversee the neighborhood Street Captains.

An idea was brought up during the Board Meeting that any residents who come to Chipper Day MUST fill out a green emergency form. The Board was in huge favor of that idea.

Motion: To approve the Disaster Council Report

Motion by: Lynn

Second by: Harold

In favor: All

Oppose: None

Abstain: None

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

### **Basic Housekeeping:**

The Clubhouse and the grounds are in great shape. There are a few items that need to be addressed:

- Install lights along the perimeter
- Install an Exit sign over the front door

Pablo continues to do a good job maintaining the grounds.

### **Rentals:**

Continue to be strong. Thanks to Carol for helping while the Hindleys were on vacation.

Motion: Approve Facilities report

Motion by: Harold

Second by: Susan

In favor: All

Oppose: None

Abstain: None

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

In the near future the State of California is expected to pass new rules on how sewage is to be treated on private property. It will be overseen by the Regional water board districts. How it affects us on the Mountain is to be analyzed once it passes.

Motion: To approve the Sewer Committee report

Motion by: John

Second by: Keith

In favor: All

Oppose: None

Abstain: None

**7F Report on Database of Addresses (None – Judy out of town)**

Not a report, per se, but a notation by Lila that Judy has organized the database. This will be instrumental in getting the Lookout sent via email. Harold has handed over the 'reins' of the process to Judy, and all changes must go through her so that there is only one list.

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:

**7G Welcome Committee Report (None – Judy out of town)**

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:

**7H Report on Web Site (None – Diane not on Board)**

No report.

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:

**Agenda Item 8 New Business**  
**8A Playground Structure Update (John)**

The playground is set to be installed on June 19th. The process has been going smoothly.

Motion: To approve the report

Motion by: Keith

Second by: Lila

In favor: All

Oppose: None

Abstain: None

## **8B West Wall Update (Harold)**

If all goes as planned, the project will occur in August and September. Harold is coordinating the project, and will be doing it with the assistance of his brother who is a contractor. We will be saving a lot of money on the project this way, and the budget as it stands is \$5000.00. Harold will begin the project mid-August.

Motion: To approve the update

Motion by: Lynn

Second by: Faybeth

In favor: All

Oppose: None

Abstain: None



**8C Other (Anyone?)**

No additions

Motion:

Motion by:

Second by:

In favor:

Oppose:

Abstain:

**Agenda Item 9          Adjournment**

Motion: To adjourn the meeting

Motion by: Keith

Second by: John

In favor: All

Oppose: None

Abstain: None

Time: 8.39 pm