

HOMESTEAD VALLEY COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
December 4, 2018

The meeting was called to order at 7:00pm with Leslie Dixon presiding.

ATTENDING: Rachel Carlin, Alan Cowan, Michael Scurich, Leslie Dixon, Scott Greenstone, Patricia Melchert, David Ross (Executive Director), Lindsey Tucker, Darren Malvin, Alex Scalisi, Mary Walsh, Ashley MacDonald, Josh Davis, Jim Derich

ABSENT: Kris Cann, Keith Chapman

1 MEETING AGENDA AND MINUTES

- 1.1 The Meeting Agenda was approved
- 1.2 The November minutes are being revised and will be re-distributed for approval.

2 TREASURER'S REPORT (Scott Greenstone)

- 2.1 We had a good month
- 2.2 Net result was a \$3K profit for the month
- 2.3 Cash balance at \$189K, on par with what we expect

3 EXECUTIVE DIRECTOR'S REPORT

- 3.1 Funderblast numbers were not previously available. Funderblast will contribute \$766 in revenue to November.
- 3.2 No Winter/Holiday camp for Funderblast. Staffing is difficult issue.
- 3.3 Building is close to being rehabilitated from the flood. County's carrier is taking care of the flood damage. We are considering submitting a claim with our carrier for warped cabinets for personal property loss. Discussion regarding pros/cons of filing additional claim.
- 3.4 Put in a claim for loss with Marin Municipal Water District from flooding. \$475 credit.

4 REPORTS FROM OTHER HOMESTEAD VALLEY BOARDS AND COMMITTEES

- 4.1 CSA#14 – Nothing to Report.
- 4.2 Land Trust – HVLTA has invited any of HVCA Board members to attend meeting next week with wine and cheese.
- 4.3 Sanitary District – Nothing to Report.
- 4.4 Firewise – Nothing to Report.

5 HVCA COMMITTEE REPORTS

5.1 Communication (Leslie Dixon)

- Headlines newsletter went out. 36% open rate.
- Keeping website updated and making tweaks along the way.
- We are mailing out 40 copies of the Headlines per month per requests. Default should be to email a copy of the Headlines. If a neighbor indicates that he/she "needs" a paper copy, we will mail. Otherwise, we want to send email copy.

5.2 Business Development/Fundraising (Josh Davis/Lindsey Tucker)

- Fundraising—Board contributions in range of \$30-\$35K; anticipated to get to 100% Board participation. Coordinate with Alan/Scott before moving on to next step of going out to businesses.

- Business Development—center is still open on weekday mornings. Idea of posting a poster/calendar in upstairs room to advertise activities. Cross-marketing.
- Reach back out to businesses who previously expressed interest in renting space.
- David—community center is a great place for someone wanting to start a program on a small scale.

5.3 Events

5.3.1 Halloween Recap (Kris)

- Attendance was down a little (2015 78+, last year 45-50, this year, 35-40). Summer is going to reach out pre-schools in the neighborhood.
- Considering establishing a target for numbers

5.3.2 Holiday Party (Rachel)

- Decorating today, Rachel, Lindsay, Boreana
- Food, drink, music, sing-along
- People can bring food
- Chuck Oldenburg will be there to promote book on Mill Valley history

5.3.3 Local Artist Series (Lindsey)

- No update

5.4 Pool/Meadow

5.4.1 Pool Redesign/Funding (Ashley/Alan/Scott)

- Pool design has not changed
- Leslie, Jim, Ashley met with Jim Chayka and Steve Petterle at the County. They are pleased with the design.
- If HVCA is happy with working with Jim Goring, architect who did the community center, recommendation is to have him provide a full proposal. We will get a number that we will need to pay for full construction drawings.
- Positive meeting.
- Concerns about not including soft costs that could be up to \$150K. Suggestion that we may need to miss a season in summer to do the construction because of difficulty doing construction in the winter. Discussion regarding other options for schedule workarounds.
- Financing—Scott and Alan met with Dennis Rondoni and Roy Givens (head of finance for the County) last week. Both want to help us do this. We came up with a structure that looks like it's going to work. Realistically, we are looking at 2020. Get through 2019 season and into 2020 season.
 - Don't want to refinance current loan on community center. We have a good interest rates and these types of loans are difficult to get.
 - Roy Givens has an investment fund to do small loans for these types of projects. 10-year loan at prime + 2%. Interest only for x years (timeframe to match up with financing of community center). Givens to run the numbers and get back to us in approximately 2 weeks.
 - Interest only portion will come out of operating income. Other potential sources of financing include discretionary Supervisor funds and tapping into CSA 14 reserves
 - Discussion regarding taking pledges vs. contributions given timing of project
 - Once move forward with the project, the County will retain the architect

5.4.2 Landscaping (Patricia)

- Planting has been done and looks great
- Idea of doing islands of larger shrubs, with open spaces in between

5.4.3 Facilities (Jim)

- Roof repairs on apartment portion of the building—having difficulty getting a roofer to do the work. Exploring option of removing gutters/downspouts and putting up temporary ones to get us through the winter.
- County brought over sandbags to re-channel some of the water.
- Maverick replaced non-functional sump pump, but not designed for the large volumes of water we are experiencing.

- Safety upgrades to deck outside fireside room. Bracing to be done.
- Block Contacts (Jim)
 - Continuing with recruitment of new block captains
 - Met with them last week; solicited feedback and input and out of that developing guidelines for block meetings/block parties

6 OLD BUSINESS

6.1 Annual Service Awards/Annual Meeting

- David put out a call to the community to offer nominations for consideration for community service awards—Volunteer of the Year and Distinguished Service. Received nominations back.
- Annual Meeting scheduled; thoughts on a speaker for the meeting

6.2 Employee Handbook –Mary to follow-up with Julie Stockton at Littler to finalize.

7 NEW BUSINESS

7.1 First Tuesday in January falls on January 1. Proposal to reschedule for January 8. 6:30 in Fireside Lounge.

MEETING ADJOURNED. The meeting was adjourned by Leslie Dixon at 9:00 p.m.

Respectfully submitted,
Mary Walsh, Secretary