

**The Inverness Association and Inverness Foundation**  
**Draft Meeting Agenda:7PM @ The Gables**  
**October 25, 2017**

**Meeting Minutes**

Present: Kathy Hartzell, Bob Johnston, Catherine Caufield, Francine Allen, Alex Porrata, Tom Branan, Joyce Arndt, Seana Quinn

Absent: Tom Gaman, Elizabeth Whitney

Guest: Kim Thompson from the Community Land Trust Association of West Marin (CLAM)

**Approval of minutes:** Please let Seana and Elizabeth know if you have any corrections. They will send drafts independently. We need to review both August and September due to lack of quorum last month

September minutes approved with corrections.

**Open Time for Public Comment: 5 minutes. We have a very full agenda**

**Approve:** AGENDA

**Prepared by** Kathy Hartzell 10/18/17

**Inverness Association – 5 minutes**

1. **Design Review reports** –Any applications received in the last month: **Proposed Action:** None, report only  
No news to share

**Inverness Foundation – Committee and Other Reports –**

1. **Election of Officers:** less than 5 minutes - President, VP, etc. Committees

Kathy Hartzell will remain president

Catherine Caufield will remain vice-president

Joyce Arndt – Treasurer

Seana Quinn – secretary

2. **Buildings, Trails and Grounds** – 30 minutes – **MAIN TOPIC: the BEQUEST OFFER OF PROPERTY, DEVELOPED**

- a. Discuss the offer (bequest) of the property on Aberdeen from the Crane estate. Implications, restrictions, and opportunities. Report on the research done to date by the Exec. Committee and CLAM participants in the evaluation/research. I will send out a summary of what we know on Tuesday.

**Proposed Action:** Due to extreme short time frame for making the decision, direct the Executive Committee to execute an agreement with CLAM for a lease arrangement to manage the housing rentals/upkeep, and accept the gift from the estate. **This would be subject to conditions approved by the Board at this meeting. Alternative: schedule a meeting November 15<sup>th</sup>**

Board members were assigned articles and Kathy agreed to assemble and complete the newsletter with the new designers assistance.

Kim Thompson from CLAM attended the meeting and explained some of the details of how the agreement with CLAM could work. Kim was very positive about the possibility.

Proposed –

- Consult a real estate attorney, in addition to Martha Howard.
- Consider making available only to Inverness residents.
- If possible, rent should cover cost of taxes/expenses
- Schedule a meeting Nov 29 or Dec 13 to further discuss, depending on timeline

- b. **Report:** No discussion needed: Hope we have time to **schedule a buildings/trails/grounds committee** meeting for November. Look forward to the committee helping with the issues pertaining to the roof, attic climate and usability improvements, reviewing the historian's report, scheduling work

Nothing to report at this time. No committee yet.

- c. **The Roof Report:** No discussion needed: The company who gave us a quote will come to caulk and patch a few areas in next few weeks. We didn't act on the quote but accepted the offer to do T&M for the repairs
- d. **Engineer Report:** No discussion needed: We will be **looking for a structural engineer** to help us with assessing the potential for improvements to the attic. Kathy working with Marshall to find someone to do this
- e. **Heating Ducts Report:** No discussion needed: **The crawl space – Heating Ducts** – We allocated funds last month for this; waiting to hear when the company/person will be coming out

Still waiting to hear.

UPDATE from Kathy:

Terry Nordbye negotiated with the heating duct people to scale down their work and reduce costs, however a \$3200 authorization is needed, rather than the \$2500 granted a few months ago, thus, an increase of \$700. We know now that the job is essential, as the ducts are falling apart on the inside. HOW DO YOU VOTE ON THIS REQUEST FOR \$700 more??

— **Vote to increase funds by \$700 for a total of \$3200: 8 in favor, two didn't vote** —

3. **Newsletter:** 15 minutes: Elizabeth thinks she will be here through November, so discuss and assign topics for the late November issue. Discuss prospects for the formatting assistance for Elizabeth (formerly done by Dewey)

**Proposed Action:** list of topics, plan for creative assistance formerly provided by Dewey

We may have someone for the artwork. Elizabeth can write articles/content by the end of November/early December, then the designer will put together.

Newsletter topics:

- 255 Aberdeen property and our work with CLAM (depends on timeline)
- Museum update with photo
- Fundraiser for the roof - Francine Allen
- Membership article – Catherine Caufield
- Program at the Dance Palace on fire safety. People can send in questions. Info about the event.
- Update on finances - President Kathy Hartzell - Bob Johnston

4. **Membership & Contributions** – Catherine – 5 minutes

**Proposed Action:** Information sharing

176 people paid dues for 2018.

5. **Museum:** Tom Branan – 5 min - update on fundraising for book, Dewey's presentation and other events

**Proposed action:** Information

There was a preview/fundraiser at Dance Palace for Dewey Livingston's forthcoming book about the history of Point Reyes and Tomales Bay area. Over 200 people attended and over \$2k was donated at the door.

6. **Financials** –Kathy and Joyce – The updated budget report will be mailed by Monday, the 23rd (I don't have the financials for Sept. yet to update that mailed last month

**Proposed action:** Adopt a draft budget subject to refinement as the year progresses

7. **FUTURE MEETING:** 5 minutes:

- a. A. We have talked about *Inviting new Chief Ranger for PRNS to come talk about fire safety, fuel reduction* –Suggest that we need a new plan for this topic, as we now have a new person assigned to assist with Disaster Preparedness in Inverness and recent events underscore the importance of the public discussion
- b. Discuss the results of the Architectural Historian's report on the Gables. Deferred due to work pertaining to Bequest

**Proposed action:** plan a community-wide meeting early next year, with the Chief Ranger for State, NPS and our own Fire Chief as well as disaster preparedness coordinators

**Proposed action:** put the historic report on first available agenda

**Proposed action:** determine date of future possible meetings: November 15, December 13

Correction: the dates proposed are November 29, December 13 and will depend on the timeline of the Aberdeen property.