



THE RANCH

Regular Meeting Minutes

Monday, November 19, 2018, 7:00 p.m.

Dairy Knoll, 600 Ned's Way, Tiburon CA 94920

7:00 Call to Order

Board of Directors:

Chair: Peyton Stein, Belvedere

Vice Chair: Melissa Feder, Belvedere

Tiburon: Erin Burns, Jim Fraser, Jane Jacobs, Jerry Riessen

Belvedere: Bob McCaskill, Julianne Schaefer

RUSD: Sherry Wangenheim

Ex officio: Cathleen Andreucci, Director; Diane Crane Iacopi, Minutes

Chair Stein called the meeting to order at 7 p.m.

I. Public Comment

There was no public comment. However, Chair Stein took the opportunity to introduce the newest member of the board, Julianne Schaefer, who was appointed by the Belvedere City Council to replace Asfaneh Zolfaghari. Ms. Schaefer gave her background and affiliations. She said she had an 18-month old daughter and was especially interested in toddler programs.

II. Minutes

A. Approval of Minutes for the Regular Meeting held June 18, 2018.

Motion/Second (Jacobs/McCaskill) to adopt, as written.

Vote: All Ayes (Abstain Wangenheim)

III. Finance Reports

A. Review of Year-end October FY2018/19 Cash Report

Director Andreucci said that in addition to October YTD numbers, the report included columns showing the expenditure for the Perfect Mind enrollment software which will be rolled out in January 2019, a column showing the retroactive 3% increase to staff salaries, as well as columns for the approved budget and projections for the end of the fiscal year.

The Director said that after school program revenues were down, however, this was balanced out by an increase in revenue for corporate events, special events, and Marin Social Sports. She also expressed concern about a staffing shortage for after school programs.

The Board discussed the reasons for a drop off in revenues. Board member Wangenheim noted the school district's lower enrollment demographics, while Board member Fraser and others suggested that the high price of real estate in Southern Marin could be an obstacle for many young families wanting to locate here. Suggestions for staffing were to tap other part-time teachers in the local nursery schools, hire younger aides, and reach out to the College of Marin early childhood education program.

Vice Chair Feder also wondered if the Ranch might co-chair or co-host classes with the providers of other recreation or adult education programs. She gave an example of a guitar class she was taking through the TAM adult education but the class was located in Tiburon. Director Andreucci said that advertising across agencies for adult programs had been done in the past and she would mention it to Maureen Borthwick.

The Board accepted the report. Chair Stein said the key was to stay flexible and embrace the changes.

IV. Discussion Items

- A. Update on Summer, Youth and Adult Programs
- B. New Board Member Packet

A. Update on Summer, Youth and Adult Programs

Director Andreucci said she had covered most of this in the finance report but added that the Angel Island Camps had turned out well even after a slow enrollment start, as did the Art & Garden classes. She said overall the Summer programs continued to be a solid source of revenue. She also noted that Fall class enrollment had started slow but picked up, and that she was experiencing the same for Winter classes but remained optimistic.

The Board discussed the end of summer Labor Day Parade and how participation and planning for it might be enhanced. Vice Chair Feder described the energy and participation of the business community in the Corte Madera 4th of July Parade. She said the Chamber hosted Friday Nights on Main successfully and the question still needs to be asked if the community wants this parade. Chair Stein said it would be worthwhile to look into this further and develop stronger partnerships and ownership so that the burden would not fall solely on The Ranch.

B. New Board Member Packet

Chair Stein gave kudos to Board member Jacobs for her work on the new Board member orientation packet. Jacobs said she had worked with Director Andreucci who had prepared the packets. Chair Stein said the information in them would greatly assist incoming members and prepare them for their service.

V. Action Items

- A. Approve Amended Personnel Rules
- B. Elect Board Chair and Vice Chair for 2019

A. Approve Amended Personnel Rules

Director Andreucci said the rules had been reviewed by staff and revised extensively the Tiburon Town attorney to be in compliance with current regulations. Since not all of the members of the Board had had a chance to review the document, Board member McCaskill suggested that the approval be conditional with comments to Chair Stein and Director Andreucci by December 1. McCaskill also noted that the Board could accept the current draft and make amendments in future, as necessary.

Motion/Second (McCaskill/Fraser) to adopt the Amended Personnel Rules, as presented.

Vote: All Ayes

B. Elect Board Chair and Vice Chair for 2019

Chair Stein thanked the board for undertaking her suggestions to create a Board Member orientation packet, and for “participation by observation” in taking classes offered by The Ranch. She said she would like to nominate Vice Chair Feder to serve in the new year.

Motion/Second (Stein/McCaskill) to appoint Melissa Feder as Chair in 2019.

Vote: All Ayes

Feder said she would like to continue to study the changing school district demographics and bring this information to the Board.

An appointment for Vice Chair was deferred to the next meeting.

Board member Wagenheim invited members of the Board to participate in a community meeting at Bel Aire School on November 27 at 6:30 p.m. for the Reed Union School District’s update of its 5-year strategic plan.

Board member Riessen said that the Board ad hoc committee which had been formed to explore facility needs and sites on the Peninsula had not met formally but planned to do so in the coming year. He noted that there had been an informal meeting recently with Tiburon Town Councilmember Their and others.

V. **Adjourn**

There being no further business before the Board, Chair Stein adjourned the meeting at 7:55 p.m., until the next regular meeting in 201.

Respectfully submitted,
Diane Crane Iacopi