



TAMALPAIS VALLEY IMPROVEMENT CLUB

A non-profit public benefit organization

Box 1446 Mill Valley, CA 94942 415-383-3691 www.tamvalley.org

AGENDA

JANUARY 5, 2017

TCSD OFFICES

305 BELL LANE

6PM

MEETING CANCELLED



TAMALPAIS VALLEY IMPROVEMENT CLUB
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AGENDA
FEBRUARY 2, 2017
TCSO OFFICES
305 BELL LANE
6PM

MEETING CANCELLED



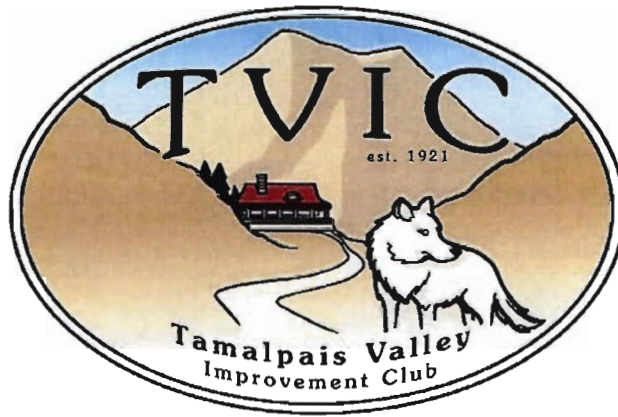
TAMALPAIS VALLEY IMPROVEMENT CLUB

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**AGENDA
MARCH 2, 2017
TCSD OFFICES
305 BELL LANE
6PM**

MEETING CANCELLED



TAMALPAIS VALLEY IMPROVEMENT CLUB
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AGENDA
APRIL 6, 2017
TCSO OFFICES
305 BELL LANE
6PM

MEETING CANCELLED



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**AGENDA
SPECIAL MEETING
MAY 8, 2017
382 WOODSIDE AVE
12 NOON**

1] Discussion of transfer of TVIC property to TCSD. Please review the 8 documents I have sent you online. I will print one copy and have it available at the meeting in case you have any questions or need more info.

We will:

- a] vote to approve the documents**
- b] vote to allow Alan Jones to proceed with making application at the County for Minor Design Review of the Archives Storage building**
- c] vote to pay the fee for the application**

2] Discussion of Rhubarb Revue--possibility of being a Spring event again next year. Discussion of RR2017 in October.

3] Miscellaneous items



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Minutes
May 8, 2017
382 Woodside Avenue
Mill Valley, California
12:00 PM

The meeting was adjourned at 12:10.

Eight documents were provided by Curry Eckelhoff to the Board for their review prior to the meeting, by email. A copy was on hand to review at the meeting.

A recognition was given to Good Earth which had provided a credit to the TVIC; this credit was used for the Board's lunch. The lunch meeting was called specifically to approve and commemorate the signing of the paperwork of the Sale Agreement of the TVCC property.

In Attendance

Curry Eckelhoff, Ellen Peterson, Ro Ricketts and Olivia Jacobs in attendance.

Agenda

1. Sale of TVCC to TCSD – paperwork approval
2. Application of the plans for the Archive Storage so that Alan Jones can submit them to the County for Minor Design Review
3. Approve paying for the application fee for the above.

4. Rhubarb Timing – next event
5. Creekside Friday Donation
6. Tax status
7. Next mailing

1. Sale of TVCC to TCSD – paperwork approval

The paperwork was reviewed. Ellen approved the documents and Ro seconded the motion to approve the documents.

Now that the documents have been approved by the TVIC Board, the following sequence of events will occur:

- i. TCSD Board discusses the transaction privately.
- ii. TCSD Board holds an open meeting to present the decision by the Board
- iii. TCSD signs the document in the presence of a notary.

This process must be followed so that the method of formulating and approving the agreements are legally correct. The following must be covered by TVIC:

- i. Lease termination
- ii. Property sale by TVIC to TCSD
- iii. Archive Storage facility construction agreement

We will ask Jerry Taylor to produce a \$1 check for the sale of the TVCC to TCSD to frame.

2. Progress on the plans for the Archive Storage

Plan view maps and drawings for the location of the Archive were drawn up by Alan Jones, Architect. These plans were looked over at the meeting and approved.

Alan advises that after TVIC Board approves the plans, that he will take the plans to submit for approval with the Marin County Planning Department, in person. He has been an architect in the County for a long time and is well known to the Planning Department. TVIC will provide the application fee for the Planning Department's 'Minor Design Review'. We should anticipate it will take the planner somewhere around 2.5 months to process.

(BTW, the entity which will manage the Archive is the Tamalpais Valley Historical Guild.)

3. Approval of the Permit Fee for the Application of the above

The amount of the permit was discussed. Curry advised that the application fee for a non-profit is less than the same fee for all other applicants. She recommended that TVIC pay for the permit. The Board approved paying the cost of the permit to submit the plans to the County.

When the planning department approves the concept, then a construction permit will be required (Building Department). At that time, the permit will be a joint TVIC/TCSO permit.

4. Rhubarb Timing – next event

The planning for the next Rhubarb Revue was discussed. Jeff Brown was consulted and he advised that the fall would not work for him and that the next opportunity would have to be May of 2018 for the next one. TVIC will need to put out a note on Next Door to advise the community that the Rhubarb Revue will be postponed to 2018. Curry thought a mail out to the TVIC mailing list (of 800) and also the RR list would be good.

T-shirts for the Rhubarb Revue were talked about.

5. Creekside Friday Donation

Curry recommended a \$450 donation from TVIC to TCSO in order to be a donor at Creekside Friday. The Board approved this recommendation. August 4, 2017 will be the night at which TVIC will be recognized. This is the same night that Kate Sears will be the donor.

6. Secretary of State and Franchise Tax Inquiry on status

With regards to the Secretary of State issue “valid group issue” to which she responded, Curry has not had a response to date. And the Franchise Tax Board has been in touch. One can not hold a non-profit status without being an active group. So Curry will have to demonstrate activity. Curry suggested that the membership list would provide proof of activity.

With respect to the tax filings. For 2016 there are 5 different forms. Once the property is sold, the tax filings will be different. The Archive project may affect taxes.

7. Next TVIC member mailing

The next mailer will be a 3 page newsletter with a cost of \$0.49 per piece, so around \$100 of cost. Generally we get about \$950 of renewals each year.

We could email out, but Curry favors a paper request. There has been an historically low response to email requests for renewals. Curry suggests that we meet to produce the next newsletter. She thinks the mailing will be about 150 pieces. She recommends we mail out to the full TVIC list.

We adjourned the meeting at 1:45 PM.



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AGENDA
JUNE 1, 2017
TCSD OFFICES
305 BELL LANE
6PM

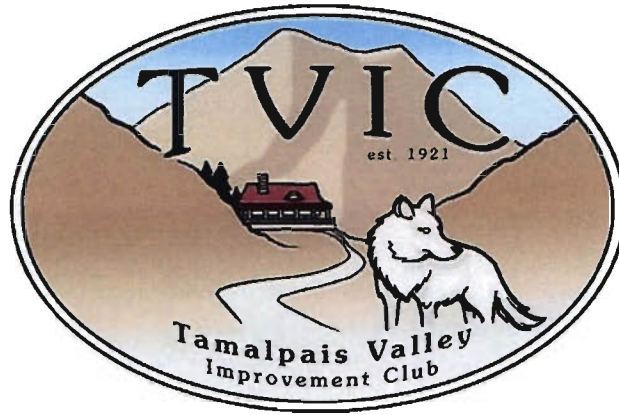
MEETING CANCELLED



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**AGENDA
JULY 6, 2017
TCSD OFFICES
305 BELL LANE
6PM**

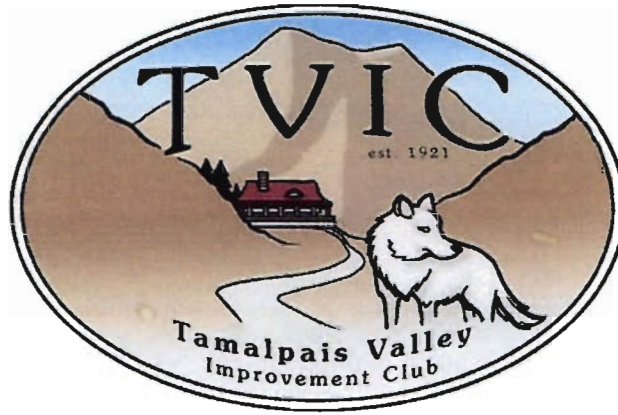
MEETING CANCELLED



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**AGENDA
AUGUST 3, 2017
TCSO OFFICES
305 BELL LANE
6PM**

MEETING CANCELLED



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**SPECIAL TVIC MEETING
SEPTEMBER 20, 2017
382 WOODSIDE AVENUE
12 NOON**

Discussion and vote on transfer of TVIC property at 203 Marin Avenue to the Tamalpais Community Services District.

Adjourn



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**MINUTES
SPECIAL TVIC MEETING
SEPTEMBER 20, 2017
382 WOODSIDE AVENUE
12 NOON**

The meeting was adjourned at 12:30.

Property Transfer and Agreement documents were provided by Curry Eckelhoff and Olivia Jacobs to the Board for their review and for signatures.

In Attendance

Curry Eckelhoff, Ellen Peterson, Ro Ricketts and Olivia Jacobs in attendance.

No other in attendance.

Agenda

Discussion and vote on transfer of TVIC property at 203 Marin Avenue to the Tamalpais Community Services District; signing of all the sale and agreements documents. All of the Board members were previously supplied with the documents and this meeting was specifically for final discussion and voting to approve and then sign the documents in the presence of a notary.

Upon review, an error on a date on one of the documents was noted. Heather Abrams, the TCSD General Manager, was called and she printed and delivered the document.

Previous to this date, the documents required edits, especially with regards to the 'reversions'. Through a series of discussions between Lauren Quint, the attorney,

Heather Abrams and Olivia Jacobs, the issue of TCSD being able to take out a loan on the property was resolved by limiting the loan to only improvements which would be made to the property itself. This is important because the kitchen improvement has been held up for a year because the Planning Department requires that handicapped access be provided to the back of the stage. Such an improvement is far outside of the scope of the funds available to TCSD through grants, which had been lined up for the kitchen remodel (required so that food can be served at the TVCC).

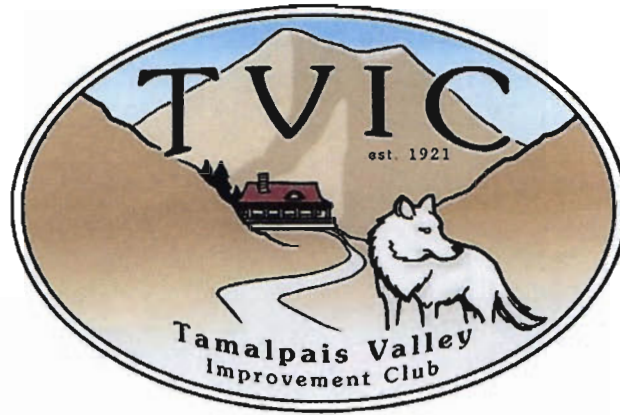
Satisfied that the documents were all in order the board voted unanimously to approve the sale of 203 Marin Avenue to the Tamalpais Community Services District.

The notary arrived at 1:30 to notarize 2 documents.

Please see the Family Tree of Documents Related to the Sale of 203 Marin Avenue (attached). These are all of the documents which were processed/signed at this meeting. Of the documents, only those which would be recorded were notarized (Grant Deed and the Termination of Lease). Those documents are noted on this page.

The notary left at around 1:45.

The meeting was adjourned at 1:55.



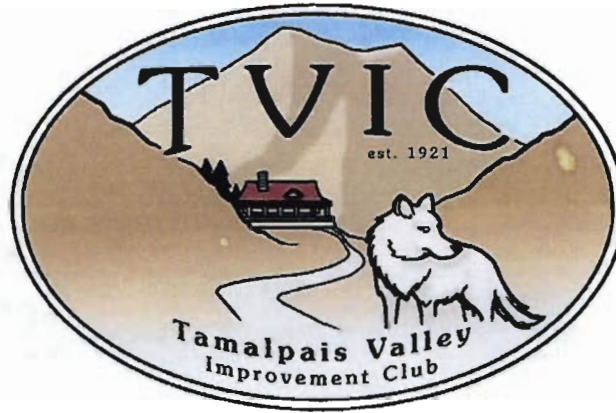
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AGENDA
OCTOBER 5, 2017
TCSD OFFICES
305 BELL LANE
6PM

MEETING CANCELLED



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**AGENDA
TVIC MEETING
NOVEMBER 13, 2017
382 WOODSIDE AVENUE
1PM**

Rhubarb Revue 2018-- May 4,5,11,12---Jeff Brown to Direct.--discussion of pies, person to greet at the door-- and other miscellaneous

Decisions on paint colors, interior and exterior for Archives. Information from the Shed Shop.

Discussion on hiring an attorney

Plaque for lobby of TVCC. Approval of names to be given to TCSD.

Discuss TVIC joining in on Community Map book.

Wording of property transfer on page 10 of the 85th Progress---Olivia

Miscellaneous

Adjourn



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**TVIC MEETING
NOVEMBER 13, 2017
382 WOODSIDE AVENUE
1PM**

Start 1:10

In attendance: Curry Eckelhoff, Ellen Peterson and Ro Ricketts. By conference call Olivia Jacobs.

Item 1. Rhubarb Revue 2018-- May 4, 5, 11, 12---Jeff Brown to Direct.-- discussion of pies – they will be purchased from Juliet's (San Rafael). Ellen will pick them up at the Mill Valley Market and Curry will find out the price. We don't know yet if there will be a matinee or not.

Item 2. Person to greet at the door-- and other miscellaneous – Olivia has offered.

Item 3. Decisions on paint colors, interior and exterior for Archives. Information from the Shed Shop. Shed shop (Paul Johnson) price was given – the new electrician may cost a different price. Shed Shop will get back to us. Curry requested the paint chips for walls, floor and exterior.

Item 4. Discussion on hiring an attorney. Olivia will arrange a set up call and get Curry on the line to talk with the attorney to figure out what the TVIC needs to do with respect to the requests by Brenda Grantland. Meantime, Curry will respond to Brenda that we will be responsive to her by the next meeting (first week of December).

Item 5. Plaque for lobby of TVCC. We have about 50 names. In 1959, the property was purchased and in 1968 the structure was finished. Curry went through the Rhubarb Revue brochures to find the active people in the TVIC during the time period a couple years before 1959 and a couple years after 1968. We need to choose the names so

we can give the names to TCSD so they can create the plaque. Proposed plaque wording:

“These are the Names of those important to the purchase of the property and construction of the Tamalpais Valley Community Center building; Property procured in 1959 and Building Finaled in 1968”

Item 6. Discuss TVIC joining in on Community Map book. The cost is ads worth \$8K. The Board decided this was over our limit. So we will decline.

Item 7. Wording of property transfer on page 10 of the 85th Progress – this needs to be created---Olivia will do this. Curry will provide the clean page. Olivia will pick up from Ellen, print and scan.

Item 8. 100th Anniversary in 2021. February was the month. We should start planning soon.

Item 9. Curry asked about bricks being taken care of. Olivia reached out to Lissa to find out about more engraving, sealed, etc.

Adjourned meeting at 2:02 pm.



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**AGENDA
TVIC MEETING
DECEMBER 7, 2017
382 WOODSIDE AVENUE
1PM**

Update on Attorney we just retained to help with the problems brought about by our not knowing the rules.

Discussion of Map Book and whether to put an ad in it

Update on Archives.

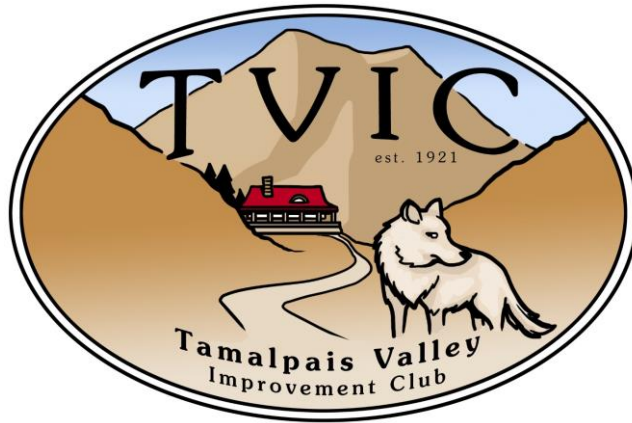
Miscellaneous



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AGENDA
December 7, 2017
TCSD OFFICES
305 BELL LANE
6PM

MEETING CANCELLED



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TVIC December 2017
BOARD MEETING

December 18, 2017

MINUTES

**382 Woodside Avenue
1 PM**

The meeting started at 1:06.

In Attendance

Curry Eckelhoff, Ellen Peterson, Ro Ricketts, in person and Olivia Jacobs (by phone) in attendance.

Governance

Update on Attorney, Ingrid Mittenmaier with the firm of Adler and Colvin, was provided. We just retained Ingrid to help with the governance issues. TVIC provided a retainer for Ingrid's work to be responsive to various legal inquiries from Brenda Grantland, a former Board member of TVIC. Brenda recently joined as a TVIC member, but was not a member when she requested two years of minutes, incorporation documents and access to current members.

Ingrid advised that the vote of the members with regards to the property can occur either before or after the sale of the property. And Ingrid advised Brenda Grantland that the TVIC should be given the TVIC minutes, rightfully the property of the TVIC, which are currently in the possession of Nancy McDonald.

Map Book Ad

Discussion of Map Book and whether to put an ad in it. Issue tabled since funds will be needed for the attorney fees.

Appointment of New Treasurer

Since April of 2014, the club has had an interim officer, Ro Ricketts, fulfilling the Treasurer function. At this meeting, the Board was tasked with appointing Ellen Peterson to take over as Treasurer. Ro made a motion and Olivia seconded the motion. The vote is unanimous to elect Ellen Peterson to be the Treasurer.

Ellen will go to the bank on Wednesday to pick up the signature card and work with David Winters (at Union Bank) to bring the card to Curry for her to sign. Olivia will forward the email train about the procedure necessary to add Ellen as a signatory on the bank card, so she can contact David.

Archive update

TCS D has proceeded with paying the Shed Shop the deposit. Construction should start in January.

Rhubarb Revue

Curry will research the cost of the Rhubarb Revue (RR) so we can reach out to others and make sure we have the money to fund the costs of the events.

Upcoming Meetings

Curry and Olivia will talk to Ingrid tomorrow to follow up the member vote and further work on the governance revisions needed. Curry will schedule the January meeting as needed.

Ro made a motion to adjourn and Ellen seconded it. We adjourned the meeting at 1:35.