



THE RANCH

Belvedere Tiburon Joint Recreation Committee

AGENDA

Monday, May 15, 2023 at 7pm

Dairy Knoll Center, Room 1, 600 Ned's Way, Tiburon

The public is invited to attend in person at Dairy Knoll Center

REGULAR MEETING – 7pm

Call Meeting to Order and Roll Call

- Board Chair, Julianne Schaefer of Belvedere
- Vice Chair, Victoria Gazulis of Tiburon
- Tiburon Town Council Rep, vacant
- Belvedere City Council Rep, Sally Wilkinson
- Reed Union School District Rep, Liz Webb
- Belvedere Rep, Melissa Feder
- Belvedere Rep, Chelsea Schlunt
- Tiburon Rep, Vacant
- Tiburon Rep, Jerry Riessen

1. PUBLIC COMMENT

The public may direct questions or comments related to The Ranch business to the Board and Director concerning matters not listed on the agenda for up to three minutes. The Board can take no action unless the matter is placed on a subsequent agenda.

2. MINUTES Approval of Minutes from Regular Board Meeting on March 20, 2023

MOTION _____ SECOND _____ VOTE _____

3. DISCUSSION ITEM - Introduction of New Staff and Board Members

Dan Fletcher, Board Member, Tiburon Representative

Alexandra Watson, Office Administrator

4. DISCUSSION ITEM – RUSD Update

BOARD MEMBER REPORT – Liz Webb update on Reed Union School District update

5. DISCUSSION ITEM – Master Parks and Recreation Plan and Commissions

STAFF REPORT – Recent POSTL Commission meeting visit and Tiburon Parks and Rec Master Plan update

6. DISCUSSION ITEM - Dairy Knoll Parking Lot

STAFF REPORT – Update on parking lot signage

7. DISCUSSION ITEM – The Ranch Accountant Update

STAFF REPORT – New bookkeeper and accounting

ADJOURN

GENERAL PUBLIC INFORMATION

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Director of Belvedere-Tiburon Joint Recreation (415) 435-4355 ext. 1004. Notification 48 hours prior to the meeting will enable BTJR to make reasonable accommodation for full participation. (28 CFR 35,102-35,104 ADA Title II)

Upon request, The Ranch will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 5 days before the meeting. Requests should be sent to the Director of Belvedere-Tiburon Joint Recreation at the above address.

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Dairy Knoll Center, 600 Neds Way, Tiburon. Agendas and Minutes are posted on our website www.theranchtoday.org and at Dairy Knoll Center, Tiburon Town Hall and Belvedere City Hall.

TIMING OF ITEMS ON AGENDA

While The Ranch Board of Directors attempts to hear all items in order as stated on the agenda, it reserves the right to take items out of order. No set times are assigned to items appearing on the agenda.

PUBLIC COMMENT

The public may also submit comments in advance of the meeting by emailing The Ranch Administrative Assistant at: officeadmin@theranchtoday.org

Please write "Public Comment" in the subject line. Comments submitted one hour prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting. Those received after this time will be added to the record and shared with Board Members after the meeting.



THE RANCH
(Belvedere Tiburon Joint Recreation Committee)
Meeting Minutes
Monday, March 20, 2023, 7:00 p.m.
Dairy Knoll, 600 Ned's Way, Tiburon CA 94920

Regular Meeting – 7pm

1. Call to Order and Roll Call

Julianne Schaefer called the meeting to order at 7:10p.m., with the following Board Members present:

Julianne Schaefer - Tiburon Representative, Chair	Present
Victoria Gazulis - Tiburon Representative, Vice-Chair	Present
Jerry Riessen– Tiburon Representative	Present
Melissa Feder – Belvedere Representative	Absent
Chelsea Schlunt – Belvedere Representative	Present
Sally Wilkinson – Belvedere Council Member	Absent
Liz Webb – RUSD Representative	Present

Staff:

Jessica Hotchkiss, Recreation Director
Candace Pennisi, Office Administrator and Board Meeting Clerk
Heather Wilson, Adult Recreation Supervisor
Dan Bednarczyk, Youth Recreation Supervisor

2. Public Comment

No Public Comment was taken

3. Minutes 01-23-23

Motion Webb Second Riessen Vote 3 In Favor, 0 Against, 2 Abstained, 2 Absent

Motion Passed.

Voted on as follows.

AYES: Webb, Riessen, Schaefer

NAYS: None

ABSTAINED: Gazulis, Schlunt

ABSENT: Feder, Wilkinson

4. **Discussion Item-Introduction of New Staff Members**

After eight years of excellent service to the community, Youth Supervisor Bruce Miller accepted a new position with San Domenico School, and we wish him the best. Since then, we have hired Dan Bednarczyk as our new Youth Rec Supervisor. In addition, we have employed Heather Wilson as our new Adult Rec Supervisor. She is with us part-time. Finally, we also want to recognize Youth Rec Supervisor Tina Morales for 15 years of service to The Ranch. Tina started as Recreation Leader while a student at Dominican College, went through three promotions at The Ranch, and is now a married mom of two! Her wealth of knowledge benefits the staff and the organization, and we are lucky to still have her with us.

5. **Discussion Item- RUSD Update**

Reed Union School and Larkspur/Corte Madera School districts rejected the territory transfer, and the chief petitioners withdrew the transfer finalizing the decision put to bed. RUSD Webb announced that Bel Aire Elementary received the California Distinguished School Award. Bel Aire's most dedicated and worked-on school play is about to occur. Students and teachers have been working nonstop to work on this fantastic production. Webb told the board that the play would be happening the week of March 22nd-24th. The RUSD School Board Approved two new student services hires, including an Inclusion Specialist and a School Counselor. Webb discussed the findings of an academic map testing/surveys from students. In addition, the youth truth surveys just came out, and Webb explained that the students indicated that their afterschool activities impede their ability to focus on school. The district is trying to understand how this will impact student learning and how it can improve students' mental well-being.

6. **Discussion Item-Programming Update**

Summer Camp registration opened in early February, and we have reached 100% of our revenue registration goals. There are still open spots in many of our summer camps. The Ranch continues to work with St Stephens Church in Belvedere, to enroll up to 50 children on scholarship this summer at Angel Island Day Camp.

Spring Youth Registration opened in early March, and our revenue for youth programming is lower than predicted, but we hope to make up the difference through Spring Break Camp and After School Club drop-in enrollments.

The Ranch increased advertising on their current adult programs, specifically fitness classes. They have revamped Marin Social Sports to cut costs and moved the Marin Social Sport website to a page on The Ranch's website. They continue to host two basketball leagues at Hall Middle School in Larkspur and one softball league in partnership with Corte Madera Park and Rec. Their Drop-In Basketball program on Monday nights at Del Mar Middle School continues to be wildly popular.

7. **Discussion Item- Financial Review of 22-23 Financials**

The 22-23 fiscal year went very well. Currently, we only have financials through the end of December. Hotchkiss stated that she is aware of their revenue and expenses and predicted a large net for the end of the fiscal year which will help increase reserves.

8. **Action Item: Resolution 01-2023**

– Resolution to recognize Belvedere Tiburon Joint Recreation Committee as doing business as The Ranch.

Motion Feder Second Riessen Vote All in Favor

Motion Passed

Voted on as follows.

AYES: Riessen, Feder, Schaeffer, Webb, Griffin, Rosell

NAYS: None

ABSTAINED: None

ABSENT: Schlunt, Wilkinson, Gazulis

9. **Adjourn**

Next Regular Board meeting scheduled to be Monday, May 15th, 2023, at 7pm. The Board Chair Julianne Schaefer adjourned the meeting at 7:37 pm.

Respectfully submitted,
Candace Pennisi

