



**West Plainfield Fire Protection District**  
24901 County Road 95, Davis, CA 95616 (530) 756-0212

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**MINUTES - STANDING COMMITTEE – LILLARD HALL**  
**June 2, 2022 @ 4:00 PM**

Held:  
Lillard Hall  
24901 County Rd 95  
Davis, CA 95616

**1) Call the Meeting to Order**

Meeting was called to order by Commissioner Amy at 4:04 pm.

Present: Commissioner Emily Amy, Chair  
Commissioner Richard Guarino  
Hall Manager Brenda Gonzalez

**2) Public Comment**

None

**3) Discussion / Action – Revisions to Hall User Agreement – Meetings**

Definition – See page 3 of the Lillard Hall Use/Rental Policies, under Application Approval. Revise item 2 to read as follows:

2. A meeting defined as an event lasting no longer than two hours, hosted by an entity, with no food or beverage service. Additional two-hour block is available for an additional fee, with manager approval.

Fees – See page 4 of the Lillard Hall Use/Rental Policies, under Rental Fee and Security Deposit. Revise Meeting Rental fee to: \$50 per 2-hour block; Security Deposit to \$200\*; and add below: \* Non-profit meeting may request a waiver on the deposit; upon approval of Hall Manager.

**4) Discussion – Paying Bills**

Per Hall Manager, Recology was shown paid on the May Manager's report under Lillard Hall Expenses: paid April 29, 2022, in the amount of \$1,135.66, check number #588. The Hall Manager indicated she has not received any Recology invoice since that one.

WiFi (CalNet) has been paid and will be shown on the June Manager's report.

Received Fire Dept reimbursement invoice Monday, will write check and coordinate with Commissioner Guarino for a signature on Friday.

Reviewed the need for Manager to submit timecards on time.

5) **Open Forum**

Commissioner Amy brought up the women's toilet in need of repair. It has not been shutting off for over a month, this is hard on both pump and septic system. Hall Manager is to schedule a plumber for the repair.

6) **Calendar**

a) **The next Lillard Hall Committee meeting to be determined as necessary**

None scheduled at this time.

7) **Adjourn**

Meeting adjourned at 4:56 PM by Commissioner Amy.

Approved

November 15, 2022



Commissioner Emily Amy



Finalized by Interim Clerk Rjta