



## West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

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### MINUTES - STANDING COMMITTEE – LILLARD HALL September 11, 2024 at 10:15 AM

Location: Lillard Hall  
24901 County Road 95  
Davis, CA 95616

**1. Call the Meeting to Order (Chair Amy)**

Chair Amy called the meeting to order at 10:15 AM. Present were:

Members / Commissioners: Chair Emily Amy, Warren Roos (via Phone)  
Staff: Hall Manager Ned Sykes and Fire Chief Cherie Rita

**2. Public Comment**

NONE

**3. Discussion / Action – Kitchen Remodel Report (Manager Sykes)**

Manager Sykes reported that the electrical permit had been obtained and the inspection performed; electrical passed inspection. The electrical permit had cost around \$400.00.

Manager Sykes reported that for the kitchen to pass the health inspection it would need a mop sink; therefore, the plumbing permit had yet to be pulled. He and Mr. Chong have been trying to get a plumber in for an estimate. Discussion turned to where to put the mop sink. The closet appears to have been plumbed for one, so the least expensive option would be putting it there. It would essentially be in the middle of the closet. Commissioner Roos suggested it be placed on a low pedestal if allowed. Chair Amy directed Manager Sykes to obtain estimate for placing it at currently plumbed location as well as in the far corner, away from the hot water heater. Mr. Chong will advance the costs pursuant to the lease agreement.

Commissioner Roos said Manager Sykes should reach out to him if he needs plumbing referrals. Commissioner Amy suggested Yolo Plumbing.

**4. Discussion / Action – Fund Raising for Maintenance / Remodel (Chair Amy)**

**a. Bingo (Manager Sykes)**

Manager Sykes reported he had researched costs: cage and tumbler, between \$75-\$200; cards and daubers not too much, but would be “sold” to players. He reported there are also license and registration costs, and legal qualifications we may or may not currently meet. Commissioner Roos suggested Commissioner Lindsay may be able to do some legal research or suggest someone who can. Chair Amy will chat with Commissioner Lindsay about it.

**b. Other Ideas**

Manager Sykes reported he had spoken with 4H representative Becky about possible ways for 4H to assist with fundraising. Becky suggested maybe a dance, for kids. Commissioner Amy wants an age limit on any such dance of under 18 years. Chief Rita asked about how proceeds would be distributed. Manager Sykes reported he had not discussed that with Becky. Commissioner Amy directed Manager Sykes to speak with Becky more about the idea, including how to split the proceeds and when to have it. Manager Sykes will also look at possible dates that do not conflict with activities scheduled at surrounding schools. Marketing

could be done by schools, neighboring fire districts, etc. Would also need to determine a price, whether snacks (wings, cookies, etc) and drinks might be made available, etc.

Commissioner Roos suggested Manager Sykes talk with Association President Jon Lee about a spaghetti dinner. Manager Sykes suggested a silent auction as part of the event and certainly a donation receptacle. Commissioner Amy suggested also selling wine and beer (no hard liquor). Manager Sykes will look further into those suggestions. Manager Sykes will explore that further.

**5. Discussion /Action - Rentals (Hall Manager Sykes)**

There is one new reservation, for May of next year, by a District resident for a wedding reception. The plan is to use the parking lot for guest parking, shuttle them to the wedding property and back to the Hall for the reception.

Manager Sykes reported he just been contacted by someone wanting to have a baby shower in November and is waiting to hear back.

Manager Sykes reported that Jennie had been pleased with the credits. Commissioner Amy asked if anyone had followed up with Ms. Mikklesen. Both Manager Sykes and Chief Rita indicated that Ms. Mikklesen would have heard it from Jennie.

**6. Discussion / Action – Maintenance (Chair Amy)**

Manager Sykes pointed out that the window coverings should probably be replaced soon. Chair Amy wondered if “ready-made” blinds might work and directed Manager Sykes to measure the windows and check prices.

**7. Open Forum – Other Hall Business (Chair Amy)**

Manager Sykes reported he was working with 4H representative Becky to get updated insurance information, application, and requested Hall use dates.

Chief Rita asked Manager Sykes if he had located the discrepancy in the beginning and ending cash balances. Manager Sykes reported he had been unable to locate errors in his reporting and was confident in his numbers; therefore, he suggested the error had been made by the previous Hall Manager as he was unable to confirm numbers provided by the prior Hall Manager. Chief Rita confirmed that the records she had received from the prior Hall Manager had been incomplete. Commissioner Roos suggested a correcting entry be made. Chair Amy directed Manager Sykes to make such an entry.

**8. Calendar (Chair Amy)**

**a. The next Lillard Hall Committee meeting to be determined**

The next Lillard Hall Committee meeting is scheduled for October 2, 2024, at 10:15 AM.

**9. Adjourn Meeting (Chair Amy)**

Meeting adjourned by Chair Amy at 11:11 AM.

Approved September 17, 2024

  
EMILY AMY, Chair and Commissioner

  
CHERIE RITA, Recorder