

MINUTES

1. Call to Order: Paula Beck called the online meeting via Google Hangout to order at 7:04 pm. Neal Lucht was in attendance; however, Paula Beck facilitated the meeting due to Neal Lucht having audio issues.

1.1 Roll Call:

Board of Directors (BOD):

Neal Lucht, Board President Chair (NL)
Paula Beck, Board Vice-President Chair (PB)
Teresa Steinbock, Board Treasurer (TS)
Rick Gano, Board Secretary (RG)
Claire Ferlan, Board Member (CF) joined via phone 7:40 pm

Staff:

Melissa Georgesen, Aquatic Director (MG)
Jenniffer Swink, Recording Secretary (JS)

Guest:

Geri Monroe, FOMP Board Secretary
Stacy Ogilvie, FOMP Board Member
Dinah Roberts, FOMP Board Treasurer
Sue Gee, Budget Committee Member

2. Consent Agenda

2.1 Approval of the Minutes: The Board Minutes were included in the Board Packet, which was emailed the Friday prior to the Board Meeting. RG moved to approve the March 10, 2020 Board Minutes as presented. NL seconded. Motion carried, unanimously, 4-0.

3. Public Comments:

3.1 Friends of Molalla Pool (FOMP) were in attendance. MG shared that JS posted online the Board Meeting details and link to attend as this is a public meeting. Stacy Ogilvie from FOMP explained they were in attendance to give MAD an update and to start a dialogue on future plans. Stacy also gave a shout out to JS for all her help. JS updated FOMP's web page, transferred the domain, set up FOMP email forwarding, started to set up the non-profit status with PayPal, and created PayPal buttons. Stacy asked the BOD if they have looked at the FOMP web page and if they had any thoughts or questions about the web page. Stacy also said JS shared some insights on fundraising opportunities to support the pool. Some ideas were: 1. Washer/Drier for pool; 2. Scholarship Fund; and, 3. Bulk mailing for non-profit. Geri Monroe asked how the scholarship fund worked. MG explained there are two scholarship funds. The first scholarship was setup by Rebecca Lee, from Colton, in memory of her daughter. All proceeds from this scholarship fund goes to MAC for Colton Pre-K swimming lessons. Last year was their first sessions. Unfortunately, we had to cancel this year's session due to COVID-19. The other scholarship fund was created by a larger donation to jumpstart the fund and then Kona Ice from the End of Summer party donated toward this fund which now has a balance of \$550. MAD is currently working on a scholarship application. MG is not interested in a washer and drier. There is no electrical use available for a washer and drier. MG thinks the scholarship fund is a great need and recommends FOMP focus on raising funds for swimming lesson scholarships. MG said she and the BOD are very interested in the non-profit bulk mailing license. MAC has not shopped around to see the cost for bulk mail and thinks it is worthwhile for FOMP to pursue.

4. New Business

4.1 Budget Schedule: MG said the budget process was slightly delayed but that is not a big issue. Historically the BOD and Budget Committee have one meeting. MG is still working on the budget as things are rapidly changing with COVID-19. The budget normally would be available at the Molalla Library and MAC's front desk. This year MG will request the city post the MAD budget on the Molalla Library website. JS will have the budget available on the MAC website and MG will mail out the budget when she receives a request. We will properly publish the second notice of the Budget Committee Meeting in the Molalla Pioneer, just as we did for the first Budget Committee Meeting notice per the Budget Schedule. PB confirmed the Budget Committee Meeting schedule. The Budget Meeting is scheduled for May 26, 2020. There is a second Budget Meeting schedule for June 9, 2020, if needed. On June 23, 2020 the BOD will Enact Resolutions to Adopt the Budget.

4.2 COVID-19 and how it's affected MAD: Governor Kate Brown shut down non-essential services, which included the pool on March 19th. There are no funds coming in the door; just the tax revenue. MAC has been refunding April and May swim lessons and rentals. As for the swim passes, MAC has put them on hold unless the purchase for the pass was in March. Those pass holders can request a refund. MG has no date from Governor Kate Brown on re-opening the public pools in the State of Oregon. MG has been meeting with other aquatic districts along with parks and rec groups to devise a re-opening plan to send to the Governor's office.

4.3 Melissa's Project List: NL stated MG has been very busy. The new chair lift is being installed. They first had to put in a new chair anchor on the deck, which happened today. The concrete is now curing. The basketball hoop had been taken down and repaired. The broken one inch tiles have been replaced and re-grouted. MG also retiled and grouted the shallow end of the pool where it receives the most foot traffic. The Variable Frequency Drive (VFP) adjusts the circulation pump, which runs 24 hours a day 7 days a week according to the percentage of bathers and the time of day. Since there are no users the VFP has been set to ramp down the circulation pump. This should show a lower electric bill because of the energy efficiency. The low spots on the floor of the locker room were corrected. The tile was removed, concrete was poured to raise those spots on the floor, and then new tile was installed. We were able to even out and slope the floor to drain properly. In the classroom we installed acoustic baffling, which improved the sound. Those decorating the classroom can now use the acoustic baffling as tack board for decoration instead of putting pin holes or tape on our walls. MG further shared the small detailed items she replaced or repaired; like replacing light bulbs, hanging up paper hand towel dispensers on the walls, installing new signage, and replacing handicap buttons. One of the bigger projects that MAD had approved at a previous meeting is the installation of the new grate around the pool. MG has been cleaning the pool trough while cutting and installing the grate. MG has been installing the grate herself in order to save money for the pool. PB inquired about the progress in finding someone to do the work needed to replace the sinks and mirrors. MG is still trying to find a solid surface trough. Each locker room has four sinks and mirrors. The mirrors are glued onto the wall, so it will be quite messy removing those. There is electrical on the sinks, which is not needed, but causes issues. MG would like to have a little sink for children and a bigger sink for adults. She would prefer a touchless trough with soap, water and one drain which makes it easier to clean.

4.4 Policy Committee - PTO policy and advised changes: PB asked MG for an explanation on the PTO. MG explained with the pool closed employees have been requesting a cash out of their PTO (sick pay). When Paychex was processing payroll their system did not differentiate between working hours and PTO hours and accumulated more PTO off the PTO hours paid. MG has since corrected that issue. But, this exposed another issue. MAC has one employee that requested to stop being on the work schedule in November 2019 with the possibility of coming back to work this summer 2020. This person has not worked for the pool since November but now wants to receive PTO that was acquired during their time working at MAC. MAC has other employees that are college students

who some plan to come back and work during a break, while others do not come back to work. Both have PTO still on the books. MG recommended the Policy Committee edit the current PTO policy of 6 months (180 days) to 90 days use it or lose it. MG also wanted MAD to be aware MAC may be facing several unemployment benefit payouts. MG denied one recent unemployment claim from a former employee that voluntarily quit.

5. Committee Reports and Updates

5.1 Financial Report: The Financial Report was included in the Board Packet, which was emailed the Friday prior to the Board Meeting. MG asked the BOD if they saw the report. She further explained Deb, the new bookkeeper, is developing a new Financial Report and would like to hear from the BOD about any information they would like on the report. PB thinks it is good the Financial Report is getting updated. She also confirmed TS made the funds transfer. NL would like a comparison of the budget report versus actual. MG said they will work on that, as well.

5.2 Operations Management Report: The March Pool Attendance Report was included in the updated Board Packet, which was emailed prior to the Board Meeting. The pool was closed due to COVID-19 on March 19th, so the attendance report is low. MG said this was the lowest reimbursement MAC received from the insurance programs because of the closure. MG is not optimistic about the pool being open for a couple months, but she is working on having in stock the appropriate PPE, paper hand towels, and bleach for cleaning. Ed Starr, from Colton, came out to clean the pool windows. Since the pool was closed he was able to clean the inside of the windows on the eastside of the pool, which usually was difficult to accomplish with swimmers in the pool. The 4th quarter of the budget has been impacted with the closure. We had three full quarters and are at about 75%. MAC is not getting any program revenue, but it is also not paying staff for those programs. MG is looking at cutting the budget at least by 25%, which means significant cutbacks on hours, programs and staff. MAC is primarily funded by tax dollars. MG has not received a report from the tax adjusters, because they are working remotely and nobody is at their office, so MG is using last year's report and will take last year's figures very conservatively for this year's budget.

6. Upcoming Meeting

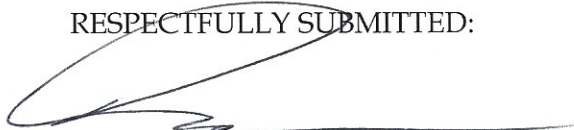
6.1 Next Board Meeting is our Budget Meeting on May 26, 7:00 pm. Due to Governor Kate Brown's Executive Order 20-16 the meeting will be held via Google Hangout online. JS will post the details including a link to join the meeting on MAC's website.

7. Good of the District

7.1 MG appreciates everyone's patience. RG wants to get back to swim. PB misses being in the pool. MG said that Governor Kate Brown's plan to re-open Oregon phase I may have private clubs, gyms, private pools and nautilus opening before MAC. They are very different from MAC. At this time there are no details on when MAC will be able to re-open.

8. **Adjournment** - RG moved to adjourn the meeting at 7:45 p.m. CF seconded. Motion carried, unanimously, 5-0.

RESPECTFULLY SUBMITTED:



Jenniffer Swink
Recording Secretary



Rick Gano
Board Secretary