

**MINUTES**

**1. Call to Order:** Neal Lucht called the meeting to order at 7:14 pm.

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)

Staff:

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

Absent:

Claire Ferlan, Board Member (CF)

**2. Consent Agenda**

2.1 Approval of the Minutes: The Board Minutes was included in the Board Packet which was emailed prior to the Board Meeting. TS moved to approve the November 26, 2019 Board Minutes as presented. RG seconded. Motion carried, unanimously, 4-0.

**3. Public Comments:**

3.1 None

PB added to the Agenda 4.2 Discuss and Approve Employment Contract for the Aquatic Director

**4. New Business**

4.1 Swim Team Contract with Oregon City Swim Team (OCST): MG apologized. She is still waiting for the edited version of the contract. The OCST verbal agreement is operating fine. OCST rents two lanes.

4.2 Discuss and Approve Employment Contract for the Aquatic Director (AD): NL, MG and PB had discussion prior to the Board Meeting. NL read through the contract and explained their edits are in red. They did not change the job description. TS inquired about the term. Section 1, the contract was changed to a two year agreement. TS clarified, even though it is a two year contract MAD will continue to review the Director's performance every year. Section 3, NL read the compensation edits increased the salary with a 3% increase in the second year. RG asked if MAD will renegotiate the salary after two years. The salary will be renegotiated when the contract is renewed. Section 4, the evaluation date will line up with the budget time of year. Section 5, PTO needed edits from 2018. RG asked if the 120 hours is based on an 8 hour day. MAD has the discretion to add PTO. NL said the goal tonight is for the BOD approval so the AD can get back pay. RG moved to approve the Aquatic Director's Employment Contract as corrected. TS seconded. Motion carried with a raise of hands, unanimously, 4-0.

PB moved to approve an additional Performance Bonus of \$5,000 for work in 2018 – 2019. RG seconded. Motion carried, unanimously, 4-0.

## 5. Committee Reports and Updates

5.1 Operations Management Report: The November Pool Attendance Report was included in the Board Packet which was emailed prior to the Board Meeting. MG explained the swim lessons had dipped probably because of the weather. Attendance is holding steady. The Inflatable Swim is trending upward along with rentals. Rentals generated over \$2,000 in one month, this paid for one inflatable piece. MG wants to buy a couple more inflatable pieces. She would like to have enough to rotate pieces from week to week. They did have to repair one inflatable piece, which is holding up fine. Youth and tweens are having parties during the inflatable swim hour. MG thanked the BOD for supporting her idea to purchase the inflatables.

5.2 Financial Document: The Financial Report was provided at the Board Meeting. NL would like explanation of the QB Balance listed on the Financial Report. MG will clarify with Twila the bookkeeper. LGIP from Clackamas taxes on track. The \$500 Scholarship Fund is part of the Cash in Bank in the Columbia Bank account. RG asked if the Scholarship Fund is part of a 501c3. MG told the BOD MAC is not a 501c3, but MAC can give a tax receipt. NL confirmed if someone donates to MAC's Scholarship Fund it is tax deductible. MG is hoping the MAC staff will donate \$2 from every pay check, which would be about \$50 per month. MAC's staff could sponsor 12 kids per year. PB concerned if staff may not be comfortable to say no. JS shared about the NW Sports Pass for kids with limited income. Families could qualify for up to \$150 per athlete per year. MG talked about the MAC Christmas Giving Tree partnering with the Warming Shelter and Homeless kids at the School District this holiday season; giving gifts back to those in need in the community. MG shared the story about the family MAC staff adopted this Christmas. We met them through our Shower Program. They went from being homeless to a trailer to VA housing in Oregon City. There are four in the family. Through our Shower Program we are able to meet people, get to know their needs and help them.

NL told the BOD the Singing Christmas Tree at the high school will be this weekend. He would like to use the reader board to advertise MAC. MG will have JS submit slide to MCC.

## 6. Upcoming Meeting

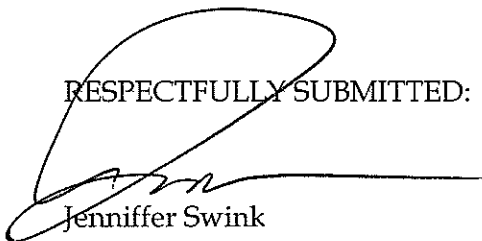
6.1 January 28<sup>th</sup> is the next scheduled meeting. RG will be in the Antarctic. The BOD will register for the SDAO Conference. MG recommends they stay through Saturday's banquet and rewards. SDAO will bill MAC for the conference. MG told the BOD they will need to pick their tracks at the time of registration. MG will register NL.

## 7. Good of the District

7.1 None

8. **Adjournment** - PB moved to adjourn the meeting at 7:50 p.m. RG seconded. Motion carried, unanimously, 4-0.

RESPECTFULLY SUBMITTED:

  
Jenniffer Swink  
Recording Secretary

  
Rick Gano  
Board Secretary