

MINUTES

1. Call to Order: Neal Lucht called the meeting to order at 7:02 pm.

1.1 Roll Call:

Board of Directors (BOD):

Neal Lucht, Board President Chair (NL)
Paula Beck, Board Vice-President Chair (PB)
Marilyn Bloch, Board Secretary (MB)
Claire Ferlan, Board Treasurer (CF)
Teresa Steinbock, Board Member (TS)

Staff:

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

2. Consent Agenda - Agenda Action Items:

2.1 PB moved to approve the January 8, 2018 Provisional Minutes as presented. NL seconded. Motion carried unanimously.

3. Public Comments:

3.1 Geri Monroe announced the FOMP (Friends of the Molalla Pool) Annual Board Meeting, January 28, 7pm at MAC (Molalla Aquatic Center). Snacks will be provided. MG encouraged the BOD to attend. NL will be in attendance. MG shared that FOMP is highly instrumental in helping with pool events like the Pumpkin Plop and the Easter Egg Hunt. FOMP is talking about helping with the Buckaroo. MG is planning on four events per year with FOMP's help: summer - Buckaroo; fall - Pumpkin Plop; a winter event; spring - Easter Egg Hunt. MG shared some new ideas how MAC can work together with FOMP, like arts and crafts, showing a movie, using the patio and having a barbecue. FOMP's work on getting the electronic sign out front is coming along. We are waiting on PGE for the power to the sign. PGE has been back logged. MCC has completed everything on their end. MG said the sign is a huge accomplishment from FOMP. MG would like to work with FOMP on fundraising on something new and specific, to be determined.

Stacy Ogilvie shared it had been brought to her attention the Molalla River School District (MRSD) school kids are still attending swim lessons in Canby. Her question to the BOD is "How do we get the school kids to use MAC?" MG explained that two Molalla River elementary schools used MAC and a third, Mulino, chose to use Canby do to some miscommunication. NL shared MRSD is very interested in working with MG at MAC for swim lessons and even beyond for physical education (PE) instruction. MRSD is not interested in school kids going in all different directions; they would prefer to use MAC. This spring Clarke Elementary and Rural Dell Elementary schools are scheduled to come to MAC. MAC staff sent emails to all schools in the MRSD and received a response from the two schools. BOD is determined to make every effort to get school kids here at MAC. When MAC opened in April 2018 the spring session with MRSD for swim lessons had already passed. MG hopes to eventually offer swim lessons to every MRSD school and every child.

4. New Business:

- 4.1 Budget Committee Updates: For the Budget Committee there are five BOD members so there needs to be five Molalla citizens as well. MG handed out a list of citizen's names at the Board Meeting. The citizens' names that are on the list and that told MG yes they would serve are: Sue Gee, Geri Monroe, Pamela Lucht and Hendy Appleton. MG will get information on the citizens listed so the BOD can appoint the members at the February 26th Board Meeting. MG shared there is a "Basic Local Budget Training" on March 7th which TS, MB, PB and MG had attended last year. CF said she will go. MG handed out a flier at the Board Meeting with information about the training.
- 4.2 Budget Schedule: MG recapped the Proposed Budget Schedule, which she handed out at the Board Meeting. MG pointed out a couple items on the schedule. The BOD can appoint the Budget Officer tonight at the Board Meeting. And on February 26th at the Business Board Meeting the BOD can appoint the Budget Committee. The Board Meeting on May 14th the BOD can review the budget. The budget needs to be adopted by June 30, 2019. MG also explained the Proposed Budget Schedule is just a suggestion and the items listed on the schedule can be done before the dates listed on the schedule. MG can modify the budget schedule but did not want to add a third meeting in the month. MG further explained the hard and fast deadlines are July 15th to submit the tax certification documents and September 30th to send copy of all budget documents to the county clerk. MB thanked MG for her work. CF said the information looks good. NL added the person preparing the budget is the active Budget Officer. MB moved to appoint MG as the Budget Officer for the 2019 - 2020 Budget. CF seconded. Motion carried unanimously.

MAC is halfway through the fiscal year. MG is working on the mid-year report and will have the report at the February 26th Business Board Meeting. She told the BOD to email or stop by if they have any questions for MG prior to the Board Meeting.

- 4.3 Board Vacancies: PB handed out two forms at the Board Meeting: Board Appointment Information and District Update Information Form. TS also shared with the BOD the Candidate's Statement for County Voters' Pamphlet, Candidate's Statement for County Voters' Pamphlet Instructions and 2019 Local Elections Calendar. There is a \$10 filing fee the candidate is responsible to pay and a \$25 fee to put a statement that may include a 5 x 7 photo in the voters' pamphlet. The photo can have no uniform, only a head and shoulders view. MAD cannot cover any fees, including BOD members that are re-running. The documents are due February 5th. On the District Update Information Form if there is no vacancy and no appointment MAD does not need to complete section II. TS asked MG and the BOD what information they want on the MAC website about the vacancy. MG said she will convert the candidate documents to PDF for TS to include on the website.

5. Old Business:

- 5.1 MRSD/MAD swim lesson program: PB, MB and TS are on committees that will meet with MRSD. TS and MB are on the Boundary & IGA (Intergovernmental Agreement) Committee. Another committee will meet with MRSD to discuss MAC's offer and costs for swim lessons. NL explained there are two committees for two different issues: One committee for the swim lessons and other pool-related joint subjects with MRSD; the other committee is for the property boundaries.

NL shared that Tony from MRSD was unaware MRSD students didn't go to MAC for swim lessons. The question is what can the swim lessons become? MG and NL shared the swim lessons can expand not just to an introductory, basic water safety class, but to more opportunities. MRSD can use the Physical Education for dollar trade-offs, something MAD and MRSD can explore further. MAC would need to keep the program consistent, same way, same age groups. MG has had conversations with MRSD and is meeting with them next week (Tuesday, Wednesday or Thursday) with one to two BODs. TS and CF are available next week, Wednesday, 1:15 pm. MAC will share what we can offer to the elementary schools and the cost. MG will send an email to TS, CF and MRSD with a couple of days and times to meet. MG and BOD's vision to have every student in every grade level use the pool as part of their PE or work study for water safety class certifications. TS said that is a very ambitious 10 year vision. MG said "What MAC can offer will grow and change as MAC grows".

6. Committee Reports and Updates

6.1 Financial Report: CF read over her report. She handed out copies of her treasurer report with the balances at the Board Meeting. There is a \$.05 charge for every redemption (transaction). PB asked if there is enough balance to cover repairs. MG said there are outstanding invoices and payroll due on the 31st. She further explained there are a couple invoices not billed yet because the work is not complete. Most of the lighting is done in the auditorium. Replacement bulbs are needed and they are working on re-wiring the backup system.

CF will meet with CFO NOW. The new bookkeeper assigned to MAC is Twila. Ilene and MG are working on payroll and the final bill. Ilene said the final bill is a little higher because she spent a lot of time finishing. She expects to have everything by February 26th.

Columbia State Bank:

Cash in Bank	\$ 18,511.98 (balance January 22, 2019)
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LGIP:

01-07-19	Redemption for operating expenses	(\$20,000.00)
01-15-19	Clackamas County Tax Collected	\$ 4,883.52
01-22-19	Ending Balance	\$639,390.75

6.2 Operations-Management Report: See 6.1 above for lighting and CFO NOW update. MAC started the Winter session swim lessons today. MG recapped the survey report, which was emailed prior to the Board Meeting. NL would like FOMP to request their members complete the survey. JS will email Geri Monroe a copy of the survey link. MG announced JS is no longer working the front desk but will continue taking the Board Minutes as well as working remotely on other tasks. MG has not replaced JS at the front desk nor has she assigned anyone to continue creating the bar graphs tracking the pool use.

6.3 Board Tasks: The Board reviewed and updated the Board Tasks. MB commented in regards to MAC's boundaries "It would be good to get a plan for more space". MG explained the survey was the beginning of the boundaries discussion. The February 12th Board meeting will be a work session. NL said we will focus on long range facilities, assets, growth and the survey. Discuss what the boundary would look like to facilitate. BOD doesn't know when they will be asked to meet with MRSD. Time is running out on IGA. MB asked if the IGA time can be extended. BOD needs to work through the process. An extension should be the last resort. CF interested in researching the lazy river. MG explained to add features listed in the survey like the lazy river, water slide, tot pool, etc would require a second auditorium with a second pump system. This is a 15 to 20 year plan which in researching the budget would need to be a bond.

7. Upcoming meetings

7.1 Next Molalla Aquatic District Board Meetings both at 7pm are February 12th work session and February 26, 2019 which will include appointing the Budget Committee.

8. For the good of the District - MB appreciates JS's excellent job of preparation of the Minutes and the lights in the parking lot. Julie Harris and MG got the grant for the work in the parking lot.

9. Adjournment - PB moved to adjourn the Board Meeting at 8:03 pm. CF seconded. Motion carried.

RESPECTFULLY SUBMITTED:



Jennifer Swink
Recording Secretary



Marilyn Bloch
Board Secretary