

**Approved Minutes of the March 27, 2018 Molalla Aquatic District Board Meeting, 7:00PM,
Molalla Aquatic Center**

1) Call to Order, Roll Call, Adjustments to Agenda

Chair Beck called the meeting to order at 7:04PM. Board members Teresa Steinbock, Neal Lucht, Marilyn Bloch and Paula Beck were present, as was Aquatic Director Melissa Georgesen. Absent was Board member Claire Ferlan.

Adjustments to agenda: Item 3: Friends of Molalla Pool was deleted since Geri Monroe of FOMP delivered her report at last week's meeting.

2) Public Comment: none

4) Consent Calendar, Minutes

4.1 The Minutes of the March 20, 2018 MAD Board Meeting were approved as presented with a motion from Lucht and a second from Steinbock. Motion passed unanimously.

5) Old Business

5.1 Discussion of Personnel Policies and Procedures Manual—Beck

The Personnel document has come back from our attorney and needs only minor tweaking.

Motion: Lucht moved to Initiate use of the Personnel Policies and Procedures Manual as presented until the final draft has been adopted. Steinbock seconded the motion. The motion passed unanimously.

The Whistleblower Policy, Resolution 17-10, was incorporated into the Personnel document. The question of fingerprinting and background checks for prospective employees under 18 was forwarded to our attorney. The Paid Time Off draft presented by Chair Beck was approved by the board.

6) New Business

6.1 Discussion of Budget Schedule and review of applicants for Budget Committee

Applicants so far are: Geri Monroe, Laurie Donald, Kelli Oster, Hedy Appleton, Pamela Lucht. Lucht proposed Roxie Smith. Bloch noted that Sue Heublein had inquired about the duties. Lucht will provide those email addresses.

Chair Beck will email all applicants and possible applicants with a description of the duties of citizen budget committee members.

6.2 Discussion of Multiple Topics—Georgesen

a. 1. *Bank Card:* Chair Beck will secure a bank card with Linda at Columbia Bank for Georgesen with a \$5,000 limit.

a.2. *Progress report on repairs:* An updated Works in Progress was presented. Pool heater and HVAC repairs are in progress. River City is doing parking lot cleaning and re-stripping and Ed Starr window cleaning this week.

a.3. *User Fees:* Proposed—(in District/Out of District) *Daily Swim:* Infant—0-3 no charge, Youth—4-18 (\$3/\$4), Adult—19-55 (\$4/\$5), Senior (\$3/\$4), Family—same household (\$8/\$10); *Water Fitness Drop-In:* Adult (\$6/\$8), Senior (\$5/\$7); *Tot Time Only (5 & under, adult in the water):* (\$4/\$5); *3 Month Pass:* Adult (\$80/\$95), Senior/Youth (\$70/\$85), Family (\$160/\$180); *Lessons—8 lessons, 30 min., 5 participants max./class, no refunds for missed classes* (\$50/\$65); *Private Lessons—30 min., 1-on 1 with certified instructor, schedule when paying:* (\$80/\$95); *Party Room Rental per hour* (\$20/\$25); *Private Facility Rental, up to 50 swimmers, min. 2 hours* (\$120/\$150).

After discussion, Senior Fitness Class fee was lowered to \$4/\$6, Private Facility Rental was raised to \$150/\$180, and Senior Age was raised to 62.

b. *Electronic Software/Hardware:* Georgesen has bought 2 work station computers with a warranty at Best Buy using her own funds. (See above for Bank Card Acquisition Plans)

Compex, Active Network, and MaxGalaxy bids will be taken up in May-June.

c. *March 31 Grand Opening and Easter Egg Hunt schedule:* 10AM Staff arrive. 10:30AM Board and FOMP arrive. FOMP will provide refreshments for swimmers and families and staff an information table. 10:45AM Doors open to the public. 11AM Easter Egg Swim starts. 2PM Open Swim starts free to the public. 6PM Pool closes. Staff closes and cleans. 6:30PM Staff leave.

7) Committee Reports and Updates

7.1 Progress report on pool repair and refurbishment: see above 6.2. a. 2.

8) Written Communications: Georgesen

Bills from Waldorf Accounting and Willamette Valley Security were received.

9) Director's Remarks: see above, 6.2.

10) President's Remarks, Review Action Items, Items for Next Meeting: Beck

Motion to approve reimbursing Chair Beck \$700 for purchase of computer for MAD Board work made by Bloch and seconded by Steinbock. Motion passed unanimously.

Georgesen noted that an Office 365 was purchased for 5 work stations. Only 2 are being used at present, so one is available for the Board's computer use.

The copy machine has arrived. There is a limit of 3000 images. Color copies will be discouraged. An Email function will be inaugurated to allow remote printing.

11) For the Good of the District

Lucht reported that cheers and clapping broke out in a full house at the last MRSD Board meeting when the Mar. 31 opening of the Molalla pool was announced.

Bloch expressed appreciation for board members jumping in to accomplish the tasks needed for opening and to Aquatic Director Georgesen for non-stop work to get the Molalla Aquatic Center open for the Grand Opening and Easter Egg Hunt.

12) Upcoming Meetings

April 3, 2018 Molalla Aquatic District Board Meeting at 6:30PM.

13) Adjournment

Lucht made and Steinbock seconded a motion to adjourn. Motion passed unanimously at 8:30PM.

Submitted, Marilyn Bloch, Molalla Aquatic District Board Secretary