

1. Call to Order: Rick Gano called the meeting to order at 7:28pm.

1.1 Roll Call:

Board of Directors (BOD):

Rick Gano, Board President Chair (RG)

Paula Beck, Board Vice-President Chair (PB)

Hendy Appleton, Board Treasurer and Secretary (HA) On Zoom

Neal Lucht, Board Member (NL)

Staff:

Melissa Georgesen, Executive Director (MG)

Jayne Logan, Recording Secretary (JL)

Absent:

Claire Ferlan, Board Member (CF)

Budget Committee:

Pam Lucht, Committee Chair (PM)

Sue Gee, Committee Member (SG)

Angie Hill, Committee Member (AH)

Geri Monroe, Committee Member (GM)

2. Public Comments

2.1 None

3. 2022-2023 Budget

3.1 This year the Board and Melissa updated the Aquatic center's mission and vision statement to read: MAD Vision Statement: To have a strong community through recreation, safety, and pride. MAD Mission: To operate the Molalla Aquatic Center, at the highest level of excellence, with a commitment to provide affordable and accessible recreational, fitness, competition, and educational services for people of all ages, abilities, and cultures. Established 2017

Congratulations to Hendy and Rick who have both been reelected. Melissa suggests next time to have a little info spot in the pamphlet to help people understand what they are voting for as she had several people think that she was being replaced or that it was to elect a new director.

Budget message it is Melissas pleasure to bring forward the budget for the upcoming year and present it to the budget committee.

Notable changes are the addition of a new position of a full-time staff member, and the decreased budget due to last year's project to replace the HVAC. Last year was busier in both participation and revenue. This was our most successful year to date. She is expecting this to continue in the new year.

MAC before/after school club and the swim lessons are the programs bringing the highest revenue and reinforces the need for programs for kids in our area.

Some Highlights this year:

This year we resumed our Free spring break lessons and had 185 kids in attendance and set a record.

Lessons are maxed out and because of their popularity we have increased lessons this summer to accommodate the need. This year so far, we have had over 1300 enrollments. Private lessons currently have a wait list because of the lack of pool space and instructors we need to accommodate them. We schedule them as we can and have had over 50 people complete Private Lessons.

The classroom continues to be rented out for parties and private rentals. Some months have had all the weekends booked. Sunday facility rentals are super popular with at least half of those choosing to add inflatables.

Special Olympics resumed and was piloted by a high school student that works here and next year she will take over the program as her senior project.

Inflatables: this year we added a couple more pieces. We have special times on Saturday and Sunday just for Inflatables, this Saturday we had 76 attend that session. Revenue from the Inflatables matched Family Swim so it will continue to be something that we offer in the future. Sue states that the pool is busy.

Easter egg and pumpkin plop went great this year and Melissa thanks NW transplants and FOMP for the help and support of the events at the pool. Firecracker 5k will be our next event and Melissa is looking to add a triathlon as an event that the pool will host each year.

Swim teams are continuing to hold practices here. Legacy has experienced growth within their program and as the kids age out of that program many begin working at the pool. Swim meets allowed us to host 17 different schools with other schools without a pool hosting here as well like Wilsonville High School.

Projects this year: we are replacing the HVAC. June 20th is the ship date we are waiting on a special part from Canada. The pool was drained, and new drains were installed this year as well. Rick asks about closure during the HVAC installation Melissa is hoping we will not have to close but it is a possibility.

We currently have over 20 kids attending the MAC Kids Club that either get picked up or dropped off from Molalla, Mulino, Clarks and Rural Del Elementary schools. Sue comments that this is a great option for working parents and questions the youngest age, Melissa states it is for kids in K-5th grade so 5 years old is the youngest. Melissa states that is a great program that is needed in this area and that her daughter attends as well.

Neal questions if there are any new programs that Melissa is looking into starting next year. Melissa would love to have the summer pool party again and maybe an anniversary party as well. Melissa shares that there is a New Swim Skills PE class for the High School for next year. It has already been approved, is already full and slated to start in the winter during 5th or 6th period. Melissa is also looking to start a work study program so the kids can come to work when we have elementary lessons, get paid and get school credit at the same time. Sue asks if she anticipates growing the partnership with the High School? Melissa says yes her goal is to have something each term lifeguarding, teaching them to swim, inflatables and eventually they can help teach elementary lessons as well. Sue questions if boating and boating safety is going to be taught as well? Yes boating, paddle boarding, kayaking, any watercraft that they can operate, even rafting and her hope is that this will help keep the pool's mission alive. The summer school swim lessons are coming back this year as well.

Paula questions if the Triathlon will have community partners since it is a special event? yes Melissa spoke with Darcy at rustic shed in the Fall to see about having a 5k there. Her plate is a little full and they are just in the idea phase currently.

Lessons and lifeguard classes continue at the pool. WSI classes were just brought back and will continue. The yoga board class is on hold and the instructor is unable to teach right now due to an injury. All other water fitness classes are staying and doing well.

Melissa reviews the resource section (revenue) for a public entity.

We continue our participation in the Red Cross classes. The pool continues to help pay for the class if they want to work but don't have the funds to cover the cost of the class. Melissa has them pay 20% of the cost and now has 2 lifeguards certified to teach the class. The program is around 20 hours and an employee or 2 needs to facilitate but with covering the cost of the class we are able to staff the pool properly. If they can pay for the class, they do.

Cash on hand, Levies for taxes, taxes are up from last year we get a pretty good return on that this year. Stacy questions apartments and how that will affect the tax revenue and if the renters are responsible for paying those taxes? Melissa states that the property owner would pay those taxes not the renters.

Admission fees are up from last year.

Party and private rental are based on what we have seen and is a conservative estimate.

LTS has brought in \$12,000, Private lessons \$6000, Concessions budget for the year \$2000.

This year we started selling towels for those that have forgotten to bring one and they are turning out to be a good addition.

The donations grants remind Oregon community grant came through with the help of FOMP this year's payment will be smaller the larger payment from last year was larger due to the Covid closure.

Local government

MAC kids club is trending up and this estimate is conservative based on this year.

Paula questions if we are at the limit of kids? No, we are at about 20 currently and we are approved to have 30. If we were to get that many enrolled, we would add another staff member in the afternoons.

Camps and clinics were down and this summer we are lowering the price to hopefully bring in more kids.

The pool didn't run many clinics just fitter& faster. We now just rent them the facility at the out of district price.

Sue questions about the fee of \$200 for Summer Camp and what it includes? Melissa states it includes a snack, and they walk to the High School during summer to get lunches because all the kids qualify for free lunch because of their age. Melissa asked if she could have lunches brought to the pool or have them bussed over, but they need to see the kids to provide them with lunches.

Special events like the runs, egg hunts and pumpkin plop are done more as a community outreach, those events are not centered around revenue and are for a fun family event.

Any questions

The budget committee questions if the bank statements are reviewed regularly.

Melissa says yes monthly at the board meeting. We are currently training a new bookkeeper and that report isn't ready for this month and that next year she can include it. Stacy states that it is also available online.

Communication from Claire

She expresses concern over the utility bills. Melissa states unfortunately this is unavoidable, and PGE is raising rates in the future and hopes the new HVAC will be more efficient and lower our bill.

Line #8 has jumped up and that's because in July everyone gets a raise and is based on the pool being open 100 hours and we are over budget for receptionists because of the need to staff someone to be at the desk and answer the phones during those hours. Angie questions when the next minimum wage increase is? Sue states July 1st each year until 2025.

Line 2-14 for personnel services

Melissa up by 3% based on her contract. Adding a full-time position for an administrative coordinator and the full-time position requires that they be offered health insurance Based on median wage that position is paid and the hours that they work.

The lifeguard staff is holding steady, and the kids club is going up because of an increase in employees. Fitness going down and that is because some instructors are shift supervisors as well. We have 60 part-time employees with different pay ranges and depends on how long they have been here, and it is a stable hourly wage that doesn't depend on which position they are working in. Payroll taxes and worker comp trending the same with an increase in total personnel services.

Materials and Services:

Professional services are about the same with an increase to equipment and security. Landscaping is the same as well as MCC.

Stacy questions adding a phone line? Melissa would need to get a quote from MCC we currently pay \$200.

Gas is about the same and is very steady most of the year except in winter. Electric is up and is expected to have an increase soon. Sue questions if solar panels are an option? Melissa states that the energy trust came out and said it wasn't feasible at this time. Melissa is willing to revisit that option and have them come out again. Water and sewer are up. Chemicals have a small increase.

Office and computer supplies are up:

This year we invested in iPad's for the board and a front desk computer crashed and needed to be replaced. With all our new programs it gets a lot of use. Angie questions tools and equipment and that \$700 seems low are we talking just replacing tools like screwdrivers? Melissa states yes most are from Ace and include things like a sump pump and any additional tools we may need like hammers or screwdrivers. Janitorial Jon Don is our supplier and is on budget the price does change depending on the foot traffic. Sue questions if they clean the windows as well? Melissa states that we contract with Ed Star who comes out twice a year to clean everything from top to bottom.

Meals events travel and training is less than previous years Melissa states the previous \$8000 estimate was too high.

Advertising and marketing: last year we beefed it up but we really haven't been using it so it has decreased. We utilized the leader board as well as social media.

Events are up mostly due to the goodie bags we hand out during events.

Uniforms steady

Liability insurance is not going up significantly.

Angie questions \$100 for the bank fees. Melissa states we currently pay \$3 for the paper statement with check copies that the board requires. Sue asks about the bank fees as well and if we can just print them out online? Melissa states the online statements do not include check images. We also had to pay a wire fee to cover payroll for one month this year. Credit card fees and if that is a real number it is now \$500 a month. They charge us money every time someone uses a card as well. Sue questions getting quotes from other companies because of the high fees? and if Melissa can delegate it to a board member to get quotes. Melissa will check with Umpqua bank to see if they offer anything for us as well. Neal suggests calling and letting the current company know that we are looking around and see if they will lower any fees if they know they may lose our business.

Programs supplies are up with the more kids we add to the kids club the more snacks and things we need for them.

Paula questions what normal repair and maintenance includes Melissa says broken tiles, shower heads etc.

Capital Outlay:

Line 52 has no amount, and it is something we did previously and needs to stay as a line item on the budget for 3 yrs.

The water heater is on hold quotes have been hard to get and they are original 20 yrs. old 1 is completely down the other 2 are just being helped along with little repairs until we can get them replaced. Melissa needs to put together an RFP so that we can advertise that we need bids. Quotes have been promised but don't come most stating they are waiting on part prices.

Main drain was completed.

Replastering is another item for this year, our pool is a plaster pool and has a 20-year life. We still have the original plaster, and most pools do every 10 years. It's a good time to look at doing this and we may be closed for a week to two weeks while the repairs are completed. Angie questions when the best time will be to close and if it's in the fall during our normal closure? the vendor says that workers are hard to find during fall and is hoping for a winter work time a RFP will be coming for that.

Contingency

Reserve for future expenditure

Melissa has been working well with the board and has been putting money aside for the Decktron (HVAC) replacement. These funds were earmarked for last year and we only got one quote and an RFP was done their will be some crossover as its replacement is in June.

Neal has had a few conversations with people about the pool expanding and if we are setting money aside for that? and that may be easier than getting a bond or raising taxes.

Rick asks about insurance and if it includes earthquakes and Melissa states yes it covers earthquake flood and fire

Need to elect a chairperson for the budget meeting.

Sue motions for Pam to be chair second by Hendy all in favor.

Pam was elected chairperson.

Stacy questions if the admin we will be hiring is a new person? Melissa states no that it is a current employee. In our policy to be full-time you have to work a minimum of 32hrs a week for 4 months. They have been scheduled 30 hours a week because of the growth and have been working with everything including billing kids club. The personnel policy states we need to offer health insurance and retirement to that person. They may say no to the position and want to step back and at that point it will be posted nationally. They could also take the position but decline the benefits. Currently our insurance is through special districts insurance and the employee does pay a portion of the benefits.

Pam questions employees increases and how much they are? Melissa states typically they are 3-5 % and she historically tries to give each employee 5% each year. Stacey asks if we retain a lot of employees. Melissa states we have a few since that have been working here since we originally opened.

Pam calls for a motion to approve the budget as written.

Rick makes a motion Paula second.

All approved no opposed.

Melissa and Ricks thank everyone for attending and reading through the budget.

Next month the board will have the budget meeting and it will be presented to the public and the board will vote on adopting it.

4. Upcoming Meeting:

4.1 Next Board Meeting is our budget meeting on June 27, at 7:00p.m.

5. Adjournment:

5.1 Geri makes a motion to adjourn, Angie Seconds Meeting Adjourned at 8:53p.m.

RESPECTFULLY SUBMITTED:

Jayne Logan
Recording Secretary

Hendy Appleton
Board Secretary & Treasurer