

**1. Call to Order:** Rick Gano called the meeting to order at 7:03 pm.

1.1 Roll Call:

Board of Directors (BOD):

Rick Gano, Board President Chair (RG)

Hendy Appleton, Board Treasurer and Secretary (HA) arrived 7:12 pm

Paula Beck, Board Vice-President Chair (PB) via phone

Claire Ferlan, Board Member (CF)

Staff:

Melissa Georgesen, Executive Director (MG)

Jennifer Swink, Recording Secretary (JS)

Absent:

Neal Lucht, Board Member (NL)

Guest:

Joe Andrew (JA), Left Coast Aquatics

Laurie Donald (LD), Friends of Molalla Pool

Stacy Ogilvie (SO), Friends of Molalla Pool

Geri Monro (GM), Friends of Molalla Pool

**2. Presentation**

2.1 Job Recruitment Presentation: MG introduced Joe Andrew (JA) from Left Coast Aquatics. MG explained she has known JA since 2008. She asked him to come and talk with the BOD about recruitment processes in finding a full-time staff member. JA gave his background and qualifications. He shared he has been in the aquatic industry for 20 years. JA can help in the recruitment process working towards a desired outcome. He can help develop what MAD and MG are looking for. JA can assist with the job description and pay scale. This would be posted nationwide. MG is looking for someone with a bachelor's degree and experience. MG said it would be good to have another set of eyes on the process and it will help to keep things fair and transparent. MG also pointed out the budget is coming for the next fiscal year 23-24. The hire date can be July 1, 2023. RG asked about receptionist position expansion. MG said this is not the time for that discussion. PB wants a job description for the full-time position. MG explained that is what JA will help to create. JA is here to help find the best fit. MG explained to the BOD she is responsible for hiring staff. The BOD approves the budget to pay the staff. MG wants to work together with the BOD through this process. HA would like the BOD to participate in the interview panel. MG agreed, she would like to have one BOD on the panel. JA will come to the March BOD meeting with a job description. HA agrees in having an impartial person writing the job description. She believes that keeps everything fair and legal. She is glad there is a resource. JA told the BOD the desired outcome is what drives the process. CF asked about expenses. JA will work with MG on the scope prior to the March BOD meeting.

2.2 Friends of Molalla Pool (FOMP): LD, FOMP current Board President, gave an update and review of their status. They are at a crossroad. In 2014, FOMP was formed before the pool closed. Then their purpose was to get signatures to re-open the pool. What is FOMP's purpose now? Their membership has declined. Without a focus it is hard to gain members. FOMP is a 501c3 and can process grants and charitable donations. They have a bulk mailing license that MAC can use. They have a small treasury and are collecting funds from Amazon Smile, Got Sneakers and United Way matching. PB said FOMP has accomplished their purpose they were created to do, but it is not good to let the 501c3 expire. LD asked: Is FOMP still relevant? Do you need volunteer help? Are the 501c3 benefits important? Will

MAD use the bulk mail license? HA recapped the relevance of FOMP: Phase 1 – Re-open the pool; Phase 2 – Facility expansion. HA talked about creating a taxpayer survey last year. She will work on completing a rough draft. HA further said there is no more room for more programs at the pool. The public needs to be apart of moving forward. We can apply for grants and do a donation drive. HA said MAD absolutely needs FOMP. MG enjoyed BOD discussion with FOMP. She shared that CF, RG and NL were at the recent BOD Mixer. Other BODs in the community are interested in MAD and would like to continue getting together quarterly. Eric, City Counsel, suggested including the library. FOMP and the Library Friends were also mentioned. PB does not agree with including the library. MG said maybe not with the quarterly mixer, but the library would be good to include with community activities. CF said the library is a good group for FOMP to recruit from. MG is happy to host the meetings. MG also agrees with HA the first step is a taxpayer survey. MG asked FOMP to be patient while MAD gets the survey out. Currently we do not know the cost or what the expansion looks like. CF said 45 years ago women’s groups, church groups and mom’s clubs, who got together and chatted were the ones that got things done. MG said Molalla is great at supporting causes. HA has a start on the survey. She needs to format it in the next two weeks. There was discussion on who to get the completed survey returned:

1. QR code
2. Phone call
3. Dropbox in local businesses and the library

MG said we will get the survey out in March and asked for FOMP feedback. SO stated we need more people. LD said we could promote FOMP on the spring break mailing. RG asked if MAD BOD can be FOMP members. Yes, the dues are \$10 per year. RG thanked FOMP for all they do.

### **3. Consent Agenda**

3.1 Approval of the Minutes: The Board Minutes were included in the Board Packet that was emailed and uploaded to Google Drive prior to the Board Meeting. CF moved to approve the November 22, 2022 Board Minutes as presented. HA seconded. Motion carried, unanimously, 4-0.

### **4. Public Comments:**

4.1 None

### **5. Old Business:**

5.1 Mission and Vision Statements: The proposed Mission and Vision Statements were included in the Board Packet that was uploaded to Google Drive prior to the Board Meeting. MG recapped the process. MG read out loud the current Mission Statement and then read out loud the second reading of the proposed Mission Statement. The words “year round” were removed from the original statement. MG read out loud the current Vision Statement and then read out loud the second reading of the proposed Vision Statement. HA moved to adopt the revised Mission and Vision Statements. CF seconded. Motion carried, unanimously, 4-0.

### **6. New Business:**

6.1 Scholarship Application for Swimming Lessons: MG gave the scholarship document to the MOD prior to the meeting. She explained the scholarship process and read out loud the qualifications. This applicant qualifies. This is the first one in 2023. The application was not included in the public Board Packet to keep the family’s name confidential. MG recommends the BOD approve this scholarship for group lessons. CF moved to approve the scholarship application for swimming lessons. HA seconded. Motion carried, unanimously, 4-0. LD asked are there any plans for family swim scholarships? MG explained the current scholarship was created for swim lessons. She said MAD would need a donor source for recreational family swim. HA said it could be a family pass. MG said FOMP could ask local businesses to sponsor a recreational swim day; businesses like Les Schwab, Molalla Communication, Bentley Feed, etc. A business, like Bentley Feed, could sponsor a free swim day and setup a table with their products. CF suggested auctioning family passes for people to purchase and give to a family in

need. MG said MAC gives family swim passes to local fundraisers when asked. She tracks what MAD donates and tracks when the passes are redeemed.

6.2 Budget Officer: MG shared the Budget Manager historically is appointed at the January Board Meeting. PB moved to have MG as the Budget Manager. CF seconded. Motion carried, unanimously, 4-0. MG will have the budget schedule at next month's meeting. MG has already spoken with some budget committee members about coming back. HA said some feedback she has received from the staff, which could be included in the budget is having a staff appreciation event or item.

6.3 Potential Full-Time Position: Refer to 2.1 above.

## 7. Committee Reports and Updates

7.1 MAD Tasks: The BOD looked over their tasks.

7.2 Financial Report: The Financial Reports were included in the Board Packet that was emailed and uploaded to Google Drive prior to the Board Meeting. HA pointed out the Kid's Club is doing very well. MG explained our defibrillator was recalled so we went with a new one the AED defibrillator, which is what the Fire District uses. MAC is required to have a defibrillator. HA said all defibrillators look a little different, but they all operate the same. MG told the BOD she terminated the NOW CFO contract for bookkeeping. JS stepped into that role. NOW CFO raised their rates for Debbie's clients once she gave her notice. We are fully paid up with NOW CFO. NOW CFO did not have any competent bookkeepers. There was some discussion on the Budget vs. Actual report. JS will ask Debbie, previous bookkeeper, about the bottom section with the Net Income.

7.3 Operations-Management Report: HA said the pool is consistently full. She asked about the new water class Aqua Lates. RG said there are lots of lap swimmers.

## 8. Upcoming Meeting

8.1 SDAO Annual Conference, February 9-12, 2023 in person. RG and MG will be out of town. MG told the BOD to check out the virtual options online.

8.2 Next Board Meeting 4<sup>th</sup> week, February 28, 2023, 7:00 pm in person. RG will be out of town. PB to lead the meeting. MG reminded RG and HA they are up for election. MG will email them the Candidate Statement, which is due January 31. She also reminded the BOD that MAD does not do anything with the election.

## 9. For the Good of the District - none

10. Adjournment - PB moved to adjourn the meeting at 8:18 p.m. CF seconded. Motion carried, unanimously, 4-0.

RESPECTFULLY SUBMITTED:

Jennifer Swink  
Recording Secretary

Hendy Appleton  
Board Secretary & Treasurer