

MINUTES

1. Call to Order: Neal Lucht called the online Board Meeting via Google Meet to order at 7:07 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)
Claire Ferlan, Board Member (CF)

Staff:

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

2. Consent Agenda

2.1 Approval of the Minutes: The Board Minutes were included in the Board Packet, which was emailed and uploaded to Google Drive the Friday prior to the Board Meeting. RG moved to approve the July 14, 2020 Board Minutes as presented. PB seconded. Motion carried, unanimously, 5-0.

3. Public Comments:

3.1 None

4. Committee Reports and Updates

4.1 Elections of Board Member Officers: Neal Lucht nominated Paula Beck for Board President. NL called for other nominations. There were none. NL called for a vote. Motion carried, unanimously, 5-0 by a show of hands.

Paula Beck asked for nominations for Board Vice-President. Teresa Steinbock nominated Rick Gano. PB called for other nominations. There were none. PB called for a vote. Motion carried, unanimously, 5-0 by a show of hands.

4.2 Appointment of Board Secretary and Treasurer Officers: PB asked Teresa Steinbock to continue as Board Treasurer until her move. TS agreed. PB asked Claire Ferlan to be Board Secretary. CF agreed.

4.3 Re-establish Board Committees and their duties: PB asked for some time before re-establishing the Board Committees and for an explanation of each committee. MG suggested the BOD review the committees and ask any questions. The BOD has time to establish the committees at the next regular Board Meeting in August, since the pool is currently closed there is no urgency; however, with the change in some policies due to COVID-19 she may need the Policy Committee to meet and help create or review new policies prior to the pool re-opening. The committees cannot have more than two BOD, because there cannot be a quorum. MG also explained to the BOD they can determine their level of involvement in the committee. They can help write new policies or review policies MG has written.

a. Financial Committee is responsible to review and make policies in regards to cash flow in and out of the District.

- b. MRSD Committee is responsible for the communication, scheduling, setting fees and pricing on swimming lessons and developing programs with the school district. MG requested NL and one other BOD to be on this committee. MG said this is a good time for this committee to review and renew the programs.
- c. Policy Committee is responsible for all the MAD policies. This committee may need to be re-established soon to write, review and present new COVID-19 policies along with a Resolution.

4.4 Financial Document: MG instructed the BOD to email her any questions they may have on the newly established format. She read over the Financial Report, which was included in the Board Packet that emailed and uploaded to Google Drive the Friday prior to the Board Meeting. At the time of this report Debbie, the bookkeeper, did not have access to the LGIP account. That has been resolved. MG shared MAC received \$10,625 from the Oregon Cares Act. She has applied for a second amount of \$20,000 and is waiting for a response. MG asked if the BOD had any questions. NL really appreciates the detail in the new format. NL asked if the counter surface work is included in the expenses. MG said that had already been remitted and paid in the previous Financial Report. CF asked about the headsets. MG explained due to COVID-19 our staff are no longer able to share headsets, so she needed to purchase additional sets for the instructors.

4.5 Operations-Management Report: MG told the BOD there is no movement from Clackamas County toward Phase II. She keeps informed by looking at the website and there is no news. The numbers are holding steady. MAC remains closed with no timeframe. In the meantime, the locker room counters and touchless sinks have been installed. The plumber did find a leak in the wall and will repair it. She is waiting on the touchless dispensers, which are on backorder. The pool looks good. The locker rooms are looking very good. CF can't wait to see them.

4.6 Corrective Action Plan: The Corrective Action Plan was emailed and included in the Google Drive file prior to the Board Meeting. MG explained the Corrective Action Plan needs to be reviewed by the BOD and noted in the Minutes. She will then submit the Corrective Action Plan along with the Board Minutes to the Secretary of State. MG read over the Corrective Action Plan, which states the deficiencies found in the audit and the corrective actions taken by MAD. NL moved to approve the 2017-2018 Corrective Action Plan. RG seconded. Motion carried, unanimously, 5-0.

5. Upcoming Meeting

5.1 MAD Annual Retreat: No date has been set. MG asked for recommendations. PB asked if anyone has plans to travel or not be available in October. NL said October would be difficult. MG concurred stating with back to school and the pool opening it may be a busy time and difficult to take time away for a retreat. Everyone agreed October is a nice time to travel and that a better date for a retreat would be early November. NL is available after November 6th. Tuesday, November 10th was suggested. MG reminded the BOD that Thanksgiving is the end of the month and to be mindful of conflicts for the regular Board Meeting, which is scheduled for November 24th.

5.2 Next month's Board Meeting falls on August 25, 7:00 pm via Google Meet.

6. Good of the District

6.1 Congratulations to MG on the arrival of her son, Asher.

7. **Adjournment** - CF moved to adjourn the meeting at 7:43 p.m. NL seconded. Motion carried, unanimously, 5-0.

RESPECTFULLY SUBMITTED:

Jennifer Swink
Recording Secretary

Claire Ferlan
Board Secretary