

MINUTES

1. Call to Order: Paula Beck called the meeting to order at 7:04 pm

1.1 Roll Call:

Board of Directors (BOD):

Paula Beck, Board President (PB)

Neal Lucht, Board Vice-President (NL)

Marilyn Bloch, Board Secretary (MB)

Teresa Steinbock, Board Member (TS), left 8:26 pm

Staff:

Melissa Georgesen, Aquatic Director (MG), joined 8:07 pm

Jenniffer Swink, Recording Secretary (JS)

Absent:

Claire Ferlan, Board Treasurer (CF)

1.2 Adjustments to the agenda: Per PB will make adjustments as they go through the Agenda

2. Public Comments:

PB read statement of Public Notice. Geri Monroe (GM) from Friends of the Molalla Pool (FOMP) shared her report. A permit with the City of Molalla (City) was submitted on May 15, 2018 for the reader board from Molalla Communication Company (MCC) and Ramsey Sign Company. The signs for the city have been received. On June 18, 2018 emailed ODOT for two signs to be placed on Shirley and on Cole. The City recommended not placing signs on Hwy 213 because there are more regulations and cost for signs on higher speed roads. The City may install the signs, but FOMP is prepared to hire a contractor for the installation. FOMP paid and registered with the Molalla Chamber of Commerce for the 4th of July Parade float. FOMP and Molalla Aquatic Center (MAC) are working together on the float. FOMP will walk with the float in the parade and handout fliers. Stacy Ogilvie (SO) attended the Summer Splash Swim at MAC representing FOMP. She gave out fudgesicle and fliers. There were about 50 people which included several new families. SO is the FOMP Membership Chair. Currently FOMP has three active Board members. Their email database is about 50-60 people and their Facebook has a couple 100 followers. PB asked GM what is the next event? Apple Festival is the next event. FOMP will not do yard sales anymore, too much work and not a lot of money. NL has ideas and knows of a group looking to partner with other groups to raise funds for local organizations. Sandy Nelson is part of organizing a duck race scheduled for the fall of 2019.

3. Consent Calendar /Minutes

3.1 TS moved to approve the June 12, 2018 Minutes as corrected, 6:30 pm. NL seconded. Motion carried.

3.2 Officially starting MAD's new year on July 1, 2018. Next meeting will include the election of 2018-2019 Board Officers. NL said that should be the first order of business on the agenda for July 10, 2018.

4. Old Business: none

4.1 PB spoke with IW prior to the Board meeting. IW is not available until after July 4th. PB said MAD needs to get organized and know what to ask IW to do for MAD. PB emphasized, we need to

organize ourselves. TS added the question, what is MAD's goal. NL pointed back to the Financial Practices policy. There is a list of job responsibilities to take to the professional. NL also said MAD needs to have the checkbook left at MAC. NL further stated the policy says CF should not be in possession of the checkbook at her home.

NL moved the MAD Chair appoint a Financial Committee to determine the deliverables required from outside accounting so that MAD is prepared to go look for bids. MB seconded. NL amended first motion and added for the Financial Committee to meet and report back to the BOD by July 10, 2018. MB seconded. Motion carried.

BOD Chair assigned: CF, NL, MG

4.2 NL moved to have all staff and volunteers in contact with the patrons subject to background checks to be paid for by MAD. TS seconded. Motion carried.

4.3 PB said MAD needs to update some information since there are more employees.

a) Update to Oregon Medical Leave Act (OMLA)

b) Update to background check requirement to show all adult employees and volunteers who have direct contact with patrons

c) Establish volunteer policy

PB will establish a committee. NL suggested looking outside of MAD BOD. NL suggested Geri (GM) from FOMP. TS suggested Carrie (*TS will get JS Carrie's full name*). MB moved to have PB establish a committee to review and update personnel policy and procedures. NL seconded. Motion carried.

4.4 MG and TS will be representatives on the IGA Joint Committee with the Molalla River School District (MRSD). PB will send Mr. Gill a note with the names that will represent MAD. MB inquired about a report showing the balance of funds that MAD was to receive from MRSD. NL does not know at this time.

5. New Business

5.1 The BOD reviewed the \$10,000 spending limit for the Aquatic Director (AD) which was a temporary limit given for startup costs. TS said the real limit stated in the policy for the AD is \$5,000. TS suggested to the BOD to ask MG if it was ok to drop the limit back down to \$5,000 at this time. PB and NL met with MG, yes she is comfortable with the \$5,000 limit, but is concerned about immediate need with limited access to the BOD. MG would be comfortable keeping the limit at \$10,000 for the time being. NL moved to postpone further discussion and action until September 2018. TS seconded. Motion carried.

5.2 PB knows the BOD goes off topic often during the BOD meetings. She does not like to interrupt people when they are speaking. PB has established a meeting the Tuesday before the BOD meeting to organize and create the agenda. The meeting will include the Chair, Vice-Chair and Aquatic Director. PB believes this will allow time to get items needed to be presented, time to prepare reports, and alleviate surprises. TS said the agenda should be posted 24 hours before the BOD meeting. This is not a BOD policy, it's a working agreement, a procedure agreement; therefore no action is required.

5.3 PB stated MG needs more information to be able to give more information, like money coming in and money going out. TS pointed out that MAC has only been open for three months so there are limited details.

5.4 NL said there may be a rule stating all meetings must be held in the district boundaries in the Special District Rules. PB would like the BOD to think about a location for the retreat. MB would like to help with the MAD goals and retreat.

5.5 TS added to the agenda 5.5 Communication from Molalla High School (MHS) to MAC when there is a lockdown. Two weeks ago when there was a lockdown across the street at MHS, MAC did not receive any communication. NL would like a formal request from MAD to the school superintendent. NL moved to have the Aquatic Director write a formal request to the Molalla River School District

(MRSD) Superintendent requesting they inform MAC of any lockdown situations anywhere in the MRSD. TS seconded. Motion carried.

6. Committee reports and Updates

6.1 None.

7. Written Communication – MG

None.

8. Aquatic Director's Remarks – MG shared MAC is piggybacking on the Rascal Rodeo, a non-profit for special needs in the community which is all volunteer driven. The day will consist of a rodeo, then passes to the carnival and then swim from 12:00 pm to 1:00 pm. MG felt during the Rascal swim there will be a good opportunity to promote the Special Olympics held this fall. MAC is donating the pool for Special needs swim meet, which will be for local people as well as Salem, Portland and other surrounding areas. MG wants to make them feel included. She also sees the high schooler from swim team partner and volunteer for a peer to peer coaching. Volunteers must be 16 years and older. The Special needs swim team is for ages 6 years to adult. Their time will include swimming, water fitness, and nutrition. MAC may need to hire staff the first couple of years. There will in time be concession sales and sponsors. TS says it takes time to build up support. The summer schedule kicked off June 18, 2018. The summer lessons are not at capacity but are close. Summer swim team began with over 40 swimmers and more joining. NL asked if fitness classes are staying as popular during the summer. MG and TS both replied "yes". MG elaborated the classes are trending with 12 in attendance per class. MG has received mixed feedback on the summer open swim schedule. MG setup the summer schedule to manage different issues like offsetting staff to keep everyone part-time. MG also told the BOD if you give too many options to come to the pool then the pool has a good chance of sitting empty at times, which means she would have to send staff home. MG feels it is better to limit the usage time.

9. Board of Directors' Remarks – None

10. President's Remarks –

- BOD be prepared for the Election of 2018-2019 Board Officers
- Financial Committee to meet and report back to the BOD by July 10
- PB establish a committee to review and update personnel policy and procedures
- TS will get JS Carrie's full name (see 4.3)
- PB will send Mr. Gill a note with the names that will represent MAD in the IGA Joint Committee
- PB to add postponed discussion and action on \$10,000 AD limit to September 2018 agenda
- Chair, Vice-Chair and Aquatic Director to meet the Tuesday before the BOD meeting to organize and create the agenda
- MB would like to help with the MAD goals and retreat
- Aquatic Director write a formal request to the Molalla River School District (MRSD) in regards to communication with MAC (see 5.5)

11. For the good of the District – NL has received positive comments from two people at the school district about how awesome the pool is and how the parking lot is always full.

12. Upcoming meetings

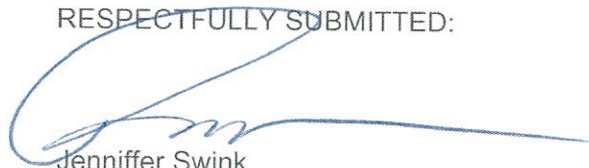
July 10, 2018 Molalla Aquatic District Board Meeting 6:30 pm

July 24, 2018 Molalla Aquatic District Board Meeting 7:00 pm

13. Adjournment

NL moved to adjourn the Board Meeting at 8:27 pm. MB seconded. Motion carried.

RESPECTFULLY SUBMITTED:



Jennifer Swink
Recording Secretary



Marilyn Bloch
Board Secretary