

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING

JOHN VANDERZICHT MEMORIAL POOL

Tuesday, February 25, 2020

Meeting Called to Order: Meeting was called to order at 6:32pm by Commissioner Wiegenstein. Commissioners in attendance - Hardin, Hoffmire, Wiegenstein, and Brooks-Leete.

Approval of Minutes: Commissioner Hoffmire moves to approve the minutes for the meetings on 1/23/2020, 2/23/2017, 2/28/2019, 8/22/2019 and 11/26/2018. Commissioner Harden seconds the motion. Motion passes unanimously.

Voucher Review: (00:06) Commissioner Hoffmire moves to approve vouchers #8464-#8488 in the amount of \$26,349.68 and Payroll Transfers from M & O Account to Payroll Account in the amount of \$25,900.03 for a total of \$52,249.71. Motion was seconded by Commissioner Leete and after discussion the motion passes unanimously.

Committee Reports: (00:13)

1. Clover Valley Field Committee: Interim Director Stevens recommended signing a 10yr lease/contract with OHBC and increasing the budget for the ball field and dog park to \$10,000. Commissioner Hoffmire moves to approve the recommendations from the Interim Director Stevens. After discussion, Commissioner Hoffmire moves to amend the motion to include that charges for the garbage, port-a-potty, mowing and other not exceed \$1,000 (plus 2% annual increase). Seconded by Commissioner Brooks-Leete, motion passes unanimously.

Unfinished Business: (00:40)

1. **Director Posting** - Commissioner Brooks-Leete moves to close the Director posting. Motion was seconded by Commissioner Hardin, motion passes unanimously.
- 2a. **Clover Valley** – Commissioner Wiegenstein made a motion to reinstate the prior budget and it passed unanimously.
- 2b. **Staff Appreciation** – After discussion Commissioner Wiegenstein moves to add a \$600 line item to the budget for Staff Appreciation. Motion was seconded by Commissioner Hardin, motion passes unanimously.
3. **Outsourcing Proposal** (00:52) After quotes for accounting and payroll services were read aloud Commissioner Brooks-Leete motions that secure Pacific Grace Accounting and Commissioner Hoffmire seconds. After discussion motion passes 3 to 1.
4. **Review of Strategic Plan** is carried over until next meeting.
5. **Maintenance Plan** – Board requests an updated maintenance plan for the hot tub, roof and grounds with everything that has been done to date listed separately. Roof conditions and a plan for repair/replacement of the roof were discussed.

6. **Employee Handbook** – Carried until correspondence is received from Former Commissioner Holly.
7. **Hot Tub Update** - Maintenance is attempting to locate a water leak. The Board asked for worst case scenario quotes for next meeting.
8. **Whidbey Tech Solutions Update** – The HVAC computer had components replaced and Windows 10 installed at a net savings to the district.
9. **Meeting Location** – Carried until Commissioner Merrill can follow up about the fire department location.

New Business: (2:07)

1. **April-June Pool Schedule** was presented to and looked over by the Board. No changes requested.
2. **Binders** – Presented to board and approved with the addition of yearly dividers.
3. **Board Training** – Carried over to the next meeting.
4. **AFO/CPO Training** – Training dates and locations were discussed.
5. **Director Candidate Interviews** - (2:21) The following Tuesday was agreed upon for Director Candidate interviews.
6. **Executive Session begins** - 9:07pm board goes into Executive Session
7. **Executive Session ends** - 9:27pm board comes out of Executive Session

Final Board Comments: None.

Commissioner Hoffmire motions to adjourn and Commissioner Hardin seconds. Meeting adjourned.

Respectfully submitted,

Sam Rapp