

# NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

## REGULAR MEETING JOHN VANDERZICHT MEMORIAL POOL Thursday, March 23, 2017

**Meeting Called to Order:** Meeting was called to order at 6:33pm by Commissioner Holly. Commissioners in attendance – Shingleton, Hoffmire, Fort, Holly. Absent is Commissioner Fraasch.

**Board Issues:** None

**Agenda Changes:** (0:22) Add NWAC Contract proposal to New Business

**Public Comments:** (1:23)

**Approval of Minutes:** (6:00) No minutes available to approve.

**Voucher Review:** (9:10) Commissioner Fort moves to approve Expense Vouchers #7466-#7494 in the amount of \$25,156.13 and Payroll Transfers from M & O Account to Payroll Account in the amount of \$41,857.73 for a total of \$67,013.86. Motion is seconded by Commissioner Shingleton. After discussion, motion was unanimously approved.

**Committee Reports:** (20:00)

Clover Valley Committee

Program Review Committee

Levy Committee

**Action Item/Review:** (26:09)

**Unfinished Business:** (34:49)

- 1. Running Club Update** – Board will press forward with advertising club, then will finalize club details in April.
- 2. Notifications/Patron Comments** – Patron comment forms that are received will be copied and put in each of the Board members' folders.
- 3. 2017 District Goals** – Commissioner Fort moves that the 2017 District Goals be reflective of the 2016 District Goals with the addition of expanded district offerings under the "Promote Healthy Living" category. Motion seconded by Commissioner Hoffmire. After brief discussion, motion passes with a vote of 3-1.
- 4. Signage** – Discussed and reviewed. Put on the agenda for the next Regular Meeting.
- 5. Set M&O Levy Coverage Special Meeting Date** – Meeting set for April 6<sup>th</sup>, 2017 at 6:30pm.
- 6. Employee Handbook** – Draft copy will be available for review during the next Regular Meeting.

**New Business:** (1:18:17)

1. **Employee Sensitivity Training** – Discussed, reviewed, and added to action items for next Regular Meeting.
2. **Event Review P&L** – Discussed and reviewed.
3. **Cash Flow Statements** – Will revisit at the next Regular Meeting.
4. **April Regular Meeting Date Change** – Meeting set for April 18th, 2017 at 6:30pm.
5. **NWAC Contract Proposal** – Commissioner Shingleton moves that a board approved agreement be executed between the North Whidbey Park and Recreation District and the non-profit organization that supports the North Whidbey Aquatic Club regarding the financial responsibility of the swim club. The contract must cover all the club's expenses including program staff. The agreement will not charge the club actual lane time in it's first year but must cover a portion of the district overhead in addition to program specific costs. The agreement will also remove from district responsibilities all NWAC specific transactions including, but not limited to, club and member P&S registration, club and member meet fees, coach travel fees, and all NWAC supplies and retail. The initial contract shall be for a period of one year, commencing September 2017 and must be executed no later than July 31<sup>st</sup>, 2017. Failure to reach an executed agreement would result in dissolution of the North Whidbey Aquatic Club, effective August 15<sup>th</sup>, 2017. Motion seconded by Commissioner Fort. Commissioner Shingleton makes a second motion to move discussion of this proposal to the April Special Meeting. Amends to move discussion to April Regular Meeting. Amends to include discussion during the April Special Meeting, and discussion and vote postponed until April Regular Meeting. Amended motion seconded by Commissioner Fort. Motion passes unanimously.

**Staff Reports:** (1:45:58) Discussion with Director McCaslin.

**Final Board Comments:** (1:52:30)

**Next Meeting:** Thursday, March 30, 2017 at 6:00pm Special Meeting for Commissioner Training.

Thursday, April 6<sup>th</sup>, 2017 at 6:30pm Special Meeting for M & O Levy Coverage.

Tuesday, April 18th, 2017 at 6:30pm Regular Meeting.

Motion to adjourn was made by Commissioner Shingleton and seconded by Commissioner Fort. Motion passes with a vote of 3-1. (**Ayes** – C. Shingleton, C. Fort, C. Holly **Abstain** – C. Hoffmire)

Respectfully submitted,

Kailah Burr