

NWPRD Board of Commissioners

June Regular Meeting

June 23, 2016

The meeting was called to order by Vice Chair Holly at 6:30 PM with Commissioners Fort, Hoffmire, and Shingleton present.

**Agenda changes**

**Public Comment**

**Board Issues**

**Approval of Minutes** n/a

**Voucher Review**

Motion by C. Shingleton to approve vouchers 7118-7172 in the amount of \$31,627.40 and payroll transfers from M&O account to payroll account in the amount of \$44,368.61. Seconded by C. Fort.

AI: ED Caz to research question re Comp tax. Why is there a debit and credit in same amount?

AI: ED Caz to make copies of agenda for public

Vote: Approved unanimously

**Committee Reports**

>By Laws: Effort is complete, committee is dissolved

>Levy Committee:

>Program Review: NWAC Presentation By ED Caz and Coach Taylor

**Action Item Review**

**Unfinished Business**

>Executive Director Performance Evaluation: moved until July

>Core Business Hours

Motion: by C. Hoffmire that all salaried employees will work the majority of their hours during core business hours. Seconded by C. Fort.

Vote: Motion passes 2-1 (Aye: Fort, Hoffmire; Nay: Shingleton)

>Media Policy: postpone discussion until July

>Surplus of vehicles and kayaks

AI: ED Caz to look into alternate sale process and contact CIAW for advice

>Salaried Employee Overtime

ED Caz reports on potential impact of new law taking effect December 1<sup>st</sup>. May be cause for adjustments in one case, but others would need overtime approved consistent with current policy.

### **New Business**

>Executive Session: postpone until July

>Schedule Q2 Budget Review: Suggested for August 11th

>Schedule mid-year budget revision: Suggested for August 11th

>Letter of commendation for departing employee

Letter of praise read for departing employee Erika Miller

>Assignment of District Alternate Auditing Officer

Motion: by C. Hoffmire to designate Matt Morris as the District Alternate Auditing Officer. Seconded by C. Shingleton.

Vote: Unanimously approved

### **Staff Reports**

AI: ED Caz to ensure Open Records Requests is always included in packet (Current Open Rec Req: 0)

**Public Comment Overflow** (None)

### **Final Board Comments**

**Next Regular Meeting:** Thursday July 28, 2016 @ 6:30 PM

**Adjournment:** Motion by C. Fort to adjourn, seconded by C. Hoffmire.

Vote: Motion passed unanimously. Meeting adjourned at 8:10 PM.

Wendy Shingleton

Secretary

**\*\*Please note:** Items recorded will typically include agenda topics, motions, and votes. The complete meeting detail can be found in the audio published on the YouTube channel for John Vanderzicht Pool.

Abbreviations: ED - Executive Director, AI - Action Item, WIP - Work in Process