

# NORTH WHIDBEY POOL, PARK AND RECREATION DISTRICT

## REGULAR MEETING JOHN VANDERZICHT MEMORIAL POOL Thursday, June 27, 2019

**Meeting Called to Order:** Meeting was called to order by Commissioner at 6:33pm. Commissioners in attendance are Merrill, Hardin, Hoffmire, and Shingleton. Absent with prior notice is Commissioner Holly.

**Agenda Changes:** (0:35) No agenda changes.

**Board Issues:** (0:44) Commissioners would like to see a positive, more personal change in the patron notification process for pool closures and issues.

**Approval of Minutes:** (4:20) No minutes to review. Discussion regarding who will be responsible for recording minutes for current meeting and it is agreed that Commissioner Hoffmire will record minutes.

**Voucher Review:** (8:34) Commissioner Shingleton moves to approve Expense Vouchers #8181-#8202 in the amount of \$150,764.87 and Payroll Transfer from M & O Account to Payroll Account in the amount of \$12,295.89 for a total of \$163,060.76. Motion is seconded by Commissioner Hoffmire. Due to lack of review material for Expense Vouchers #8181-#8202, motion is rescinded. Voucher Review will be revisited later in the current meeting as review material becomes available.

**Committee Reports:** (11:10) Clover Valley Committee report.

**Unfinished Business:** (22:26)

1. **Employee Handbook:** Tentatively approved, save for a few items that need to be reviewed. Board will revisit issues at next Regular Meeting.
2. **Business Plan 2019:** Report from Commissioner Shingleton. Further discussion will be moved to the Committee Reports section of agendas for future meetings.
3. **Improvements for Dog Park Fence Line:** Stricken from review. Refer to Clover Valley Committee Report.
4. **Community Advisory Board:** Commissioner Merrill and Commissioner Hardin set a date for July 15, 2019 after the ribbon cutting ceremony. Invitations to interested parties will be sent out promptly.
5. **Clover Valley Proposal Review:** Board is still waiting for information from insurance company. No update.
6. **Budget Actuals for April, May, and June 2019:** Board places emphasis on importance of receiving budget actuals for April, May, and June 2019 as soon as possible in order to meet requirements for Mid-Year Budget Review. Expected due date is July 18, 2019 to allow one week for review before next Regular Meeting.

**New Business:** (35:05)

1. **Revitalization Project Wrap-Up:** Positive report from Director Rex Coryell.
2. **Special Request from Skip:** Review and discussion of letter sent to the Board regarding cable wire and criminal activity at the baseball fields.

Meeting is adjourned as called by Commissioner Merrill at 7:18pm for five minutes to review Business Statement and Expense Vouchers #8181-#8202. Meeting will resume at 7:23pm.

**Voucher Review:** (50:30) Commissioner Shingleton moves to approve Expense Vouchers #8181-#8202 in the amount of \$150,764.87 and Payroll Transfer from M&O Account to Payroll Account in the amount of \$12,295.89 for a total of \$163,060.76. Motion is seconded by Commissioner Hoffmire. After discussion, motion is passed unanimously.

**Staff Reports:** (55:49) Report from new Aquatic Director Jennifer Claridge regarding new swim lesson program development.

**Final Board Comments:** (1:12:50) Financial review date set for August 8, 2019 at 6pm. Safety concerns about chemicals addressed.

**Next Meeting:** Thursday, July 25, 2019 at 6:30pm Regular Meeting

Motion to adjourn is made by Commissioner Shingleton. Motion is seconded by Commissioner Hardin. Motion is passed unanimously. Meeting is adjourned at 7:50pm.

Respectfully submitted,

Kailah Burr