

NORTH WHIDBEY POOL, PARK AND RECREATION DISTRICT
REGULAR MONTHLY MEETING
JOHN VANDERZICHT MEMORIAL POOL
Date: 25 JULY 2019

MINUTES

Board Members present: Chairman C/Sean Merrill, C/Donna Sue Holly, C/Shane Hoffmire and C/Wendy Shingleton. C/Pat Hardin was absent. Had quorum.

A sound file of this meeting may be accessed for a full transcript of the discussion. That file is recorded and available on the NWPPRD YouTube channel.
<http://www.youtube.com/channel>.

Call to Order: Chairman called the meeting to order at 6:36 p.m.

Approval of Minutes: **C/Holly moved minutes for January 11, 2018, June 28, 2018 and December 18, 2018 be approved as written. Seconded by C/Shingleton. The Jan 11 2018 minutes were amended to add C/Hoffmire's name to the bottom as the author of the minutes and to correct the spelling of C/Shingleton's name. June 28, 2018 minutes had C/Hoffmire's name added as the Vice Chair who ran that particular meeting. These changes were noted for an amended motion and seconded. Overall motion for three sets of minutes passed unanimously.**

Voucher Review: **C/Shingleton moved to approve the District Vouchers #8203-8257 for the amount of \$84,526.24 and the transfer from M&O account to payroll account in the amount of \$20,974.52, for a total of \$105,500.76. This was seconded by C/Holly. Questions were asked and answered. C/Shingleton requested, not the first time, that a detailed payroll summary be provided to the Board each month. The motion was approved by a vote of 3 to 1. Commissioners Holly, Merrill and Hoffmire voted Aye, C/Shingleton voted Nay because of the lack of the aforementioned payroll summary. Chairman C/Merrill requested that the Director provide the payroll summary to the Board for all subsequent regular Board meetings, starting with August 2019.**

Committee Reports:

Clover Valley – nothing to report.

Community Action Board – First meeting has been held. Considered by Chairman C/Merrill to have been productive. Talked about using more subcommittees, will discuss further at the meeting after the summer malaise.

Program Development - to meet in the fall.

Action Item Review: nothing to report.

Unfinished Business:

Employee Handbook - tabled.

Business Plan Review – no progress. Changed name of topic to Program Development Subcommittee; will discuss in the fall.

Clover Valley Proposal Review – no progress

New Business:

Financial reviews, budget review and budget workshop – scheduled for 08 Aug 2019, time TBD. 2020 budget needs to be submitted to County NLT 27 Nov 2019.

Swim School Fee Schedule – This proposed fee schedule increased swim school fees and charged a higher rate for non-District patrons. Board discussed the rates and adjusted some. Development of adaptive swim lessons was mentioned, and finally tabled for later discussion. **C/Holly moved to approve the fee proposal as amended, seconded by C/Shingleton. Motion carried with vote of three to one.** C/'s Holly, Shingleton and Merrill voted Aye and C/Hoffmire voted Nay because he did not want non District residents to have to pay higher fees than residents for swim lessons.

Staff Reports: Board will receive the fall swim schedule at the next Board meeting for approval. Hot Tub is relined and ready to be refilled.

C/Shingleton has asked what the MWR contract performance capability is. They are limited to \$67K/year for open swim and lap swim only.

Final Board Comments: C/Shingleton will get with the Director to ensure he understands what the Board wishes to see each month in order for us to fully carry out our oversight function.

Next Meeting: **Thursday** August 8, 2019 special meeting, time TBD. Thursday, August 22, 2019, at 6:30 p.m. is the next regular meeting.

Adjournment: **C/Holly moved that the meeting be adjourned. C/Hoffmire seconded. Motion approved unanimously. Meeting adjourned at 8:24 p.m.**

Donna Sue Holly
Commissioner Position 1