

NORTH WHIDBEY PARK AND RECREATION DISTRICT  
REGULAR MEETING  
JOHN VANDERZICHT MEMORIAL POOL  
Monday September 30, 2019

Meeting called to order at 6:32pm by Chairman Merrill, all commissioners present.

**Board Issues:** (00:30) Board members discuss recordings of previous minutes and releasing an updated maintenance plan for the public as well as public notices for special events and future upgrades.

**Agenda Changes:** No agenda changes.

**Meeting Minutes Approval:** No minutes presented for approval.

**Public Comments:** (17:19)

**Voucher Approval:** Commissioner Shingleton moves to approve Expense Vouchers 8301-8341 in the amount of \$29,555.94. Motion is seconded by Commissioner Hoffmire. Discussion. Motion passes unanimously. Commissioner Hoffmire moves to approve the payroll transfer to M&O of \$42,604.76 as well as the L&I transfer of \$4,226.60. Motion is seconded by Commissioner Holly and passes 4 to 1.

**Clover Valley Field Committee Report:** Commissioners discuss the Clover Valley proposal and schedule further review before the next meeting.

**Employee Handbook:** (50:00) Commissioners Holly and Shingleton commit to completing their changes to the employee handbook and having those sections available for review by other board members no later than 1 week before the next meeting.

**Interim Director Review:** (52:20) Commissioners Holly and Merrill commit to performing the Interim Director Review. Further discussion is scheduled for the next meeting.

**Hiring a new Director:** (55:46) Commissioner Merrill presents information about posting the position with the National Recreation and Parks Association. Indeed.com and other local job search options were also discussed. The board agreed to limit spending for the Director job posting to no more than a total of \$600. Resume review is scheduled for a special meeting November 19<sup>th</sup> and candidate interviews starting the first week in December.

**Budget Review:** (1:12:00) The board requests that Interim Director Coryell have the Operational Plan proposal and Budget Proposal ready to present at the regularly scheduled October meeting.

**Contract Considerations:** (1:14:36) OHHS and NWAC fees and usage were discussed as well as the cost of a new timing clock. Island Count Drug Court fees are scheduled to discuss at a later meeting.

**New Business:** None

**Staff Reports:** (1:36:00) Maintenance Director Mat Diehl presents the maintenance report and the board provided feedback.

**Final Board Comments:** Commissioner Holly recognizes Dave Hardin's extensive volunteer contribution.

Next Scheduled meeting is Thursday October 24<sup>th</sup> at 6:30pm.

**Adjournment:** Commissioner Holly moves to adjourn. Commissioner Shingleton seconds the motion and all members vote in favor. The meeting is adjourned at 8:46pm.

Respectfully submitted,

Samantha Rapp