

NORTH WHIDBEY PARK AND RECREATION DISTRICT  
REGULAR MONTHLY MEETING  
JOHN VANDERZICHT MEMORIAL POOL  
Date: 19 DECEMBER 2016

**MINUTES**

Board Members present: Chairman C/Donna Sue Holly, C/Shane Hoffmire and C/Michael Fraasch were present. Commissioners Fort and Shingleton were absent.

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

**Call to Order** Chairman C/Holly called the meeting to order at 6:38 p.m.

- Chairman C/Holly swore in C/Fraasch as Commissioner, Position 2. Though he had previously been sworn in it had to be redone as his voter registration in Island County had lapsed without his knowledge.

**Agenda Changes** Chairman C/Holly changed New Business topic “Women’s Locker Room Showers” to “Locker Room Showers”. Also added to the Unfinished Business topic of 2017 Budget the sub topic Health Care. Deleted Approval of Minutes since here were no minutes for review. New Business topic “New Minimum Wage Impact” was postponed to January 2017 regular meeting due to the absence of the Executive Director.

**Public Comments** There were several Public Comments, which can be heard on the recording of this meeting available on You Tube. Topics were NWAC and showers.

**Board Issues** None.

(18:15) Chairman C/Holly proposed moving the discussion on the showers so five audience members there for that issue could listen and go home. All concurred.

**New Business (out of order)**

LOCKER ROOM SHOWERS; discussed at length with members of the public. Suggestion made to label unworking shower heads to save the unworking shower knobs from being assaulted by frustrated patrons. Board concurred with limited time of showers but thought should be longer than nine seconds. Also agreed that something different needs to be done with shower maintenance.

AI: ED McCaslin to look at the possibility of changing the shower heads and/or extending water timers.

**Voucher Review - C/Fraasch moved to approve the District Vouchers #7370-7397 for the amount of \$28,742.45 and the payroll transfer from M&O account to payroll account in the amount of \$39,592.57. This was seconded by C/Hoffmire. The motion was unanimously approved.**

**Committee Reports** Nothing to report

**Action Item Review** Discussed outstanding action items.

### **Unfinished Business**

LINE OF CREDIT UPDATE: as approved by the Board at the regular meeting in November, Board signed a resolution to give the Executive Director the authority to request terms for a loan from a bank and bring those terms back to the Board for further discussion.

HALLOWEEN INVITATIONAL P&L: net income (without including Opportunity Cost loss and sparse on some expenses details) was \$5708.41.

2017 BUDGET – OVERTIME RULE; discussed.

(48:20) 2017 BUDGET - HEALTH CARE: ED McCaslin budgeted \$14,900 for this in the 2017 budget which represented a 10% increase (Board's best guess what the increase might be) over the 2106 budget. The new increase was received from the insurance company and the budgeted amount will need to be increased an additional \$1200. The insurance adjuster noted insurance rates have been increasing about 12%/year. According to Chairman C/Holly, ED McCaslin said he is considering recommending to the Board for the 2018 budget an 80/20 vice 90/10 health care split (District to pay 80% and employee to pay 20%) for covered employees, with coverage for spouses/children remaining at 50/50.

### **New Business (Continued)**

ELECTION OF BOARD OFFICERS FOR 2017: The three Commissioners present were loathe to elect the new officers without all five Commissioners present. **C/Hoffmire moved that C/Holly's tenure as Chairman of NWPRD's Board of Commissioners be extended to the January 2017 meeting. C/Fraasch seconded. Motion approved unanimously.**

SET SCHEDULE FOR 2017 REGULAR MEETINGS: the three Commissioners present were loathe to set the schedule without all five Commissioners present. **C/Hoffmire moved that the regular January 2017 meeting be set for January 26 2017 at 6:30 p.m. C/Fraasch seconded. Motion approved unanimously.**

**Combined Staff Reports** Discussed. Board members had no issues with ED McCaslin's Emergency Action Plan. Noted with pleasure the new agreement has been signed with MWR. Employee of the month was Jessica Bliven.

**Final Comments:**

AI: from C/Hoffmire, ED McCaslin to keep track of/follow up on the possible move of the Boys and Girls Club to the pool's neighborhood with an eye on potential integration improvement.

**Next Meeting** Thursday 26 January 2017 at 6:30 p.m.

**Adjournment** C/Hoffmire moved that the meeting be adjourned. C/Fraasch seconded. Motion approved unanimously. Meeting adjourned at 7:40 p.m.

Donna Sue Holly  
Chairman, Commissioner Position 1