

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT
REGULAR MEETING
Oak Harbor Chamber of Commerce
32630 State Rte. 20, Oak Harbor, WA 98277
Tuesday, March 23, 2023
6:30 p.m.

Meeting was called to order at 6:30 p.m.

Roll Call: Commissioners Brooks-Leete, Chargualaf, Marrow, McCaslin, and Wiegenstein are present.

Agenda: 9.c. Pump Track and 9.d. Health Insurance were added to the agenda.

Public Comment: None.

Consent Agenda: Commissioner Marrow motioned to approve the consent agenda. Commissioner Brooks-Leete seconded the motion. Motion passed.

1. Vouchers & Payroll: Expense Vouchers #s 9757-9797 in the amount of \$84,518.29 and Payroll in the amount of \$64,678.64 for a total of \$149,196.93.

Staff Reports: Executive Director Cochran presents Staff Reports.

Committee Reports: None

Unfinished Business:

1. Mobile App-Executive Director Cochran gave an update on her communication with Mascot Media regarding a mobile app.
2. 360° Review-Commissioner McCaslin presented information on 360° Reviews.
3. Pump Track-The pump track was discussed.
4. Health Insurance-Commissioner Marrow motioned for the BOC to approve covering health insurance at 100% for employee and 80% for dependents for the Executive Director position as budgeted at \$1800 per month starting as soon as possible. Further, once approved, he moved that the same insurance package be offered to the three remaining eligible full-time employees. Commissioner Brooks-Leete seconded the motion. Discussion ensued. Motion failed 4-1.

New Business:

1. 1.Spring Program Pricing-Commissioner Marrow motioned to approve the program fees for the American Red Cross Courses, 3v3 Basketball Tournament, Adult Soccer, and Fly Fishing 5-Day Program as presented. Commissioner Chargualaf seconded the motion. Motion passed.
2. Reserves Money Transfer-Commissioner Marrow motioned to transfer \$250,000 as stated from the operating fund to the reserves fund. Commissioner Brooks-Leete seconded the motion. Discussion ensued. Motion passed.
3. Budget Amendment-Budget amendment procedures were discussed.

4. Sponsorship-Commissioner Marrow motioned to approve the \$5,000 sponsorship for Better Homes and Gardens McKenzie Realty as presented. Commissioner Brooks-Leete seconded the motion. Motion passed.
5. F1 Financial Affairs Disclosure-Commissioner McCaslin presented on F1 Financial Affairs Disclosure.

Action Item/Review:

1. Add Pump Track, Adult Swim Team, and Pickleball to Unfinished Business indefinitely.
2. List Program Review Committee and Levy Committee on future agendas.
3. Add 360° Review to April agenda under Unfinished Business.
4. Include an Executive Session in the April meeting to discuss 360° Reviews.
5. Develop policy for Reserves Fund Transfer and add to April agenda.
6. Add Vision and Mission Statement examples for April agenda.
7. Copy and paste Vision and Mission Statement examples and email to commissioners.
8. Email Clint Kidder about pump track.
9. Get design info for the pump track after Clover Valley Cleanup Day.
10. Figure out how to get a bid for the pump track.
11. Business Manager will give the document for the funds transfer to the Executive Director.
12. Create a job posting for the open BOC positions.
13. Post the job posting for the open BOC positions, as well as how to go about filing, on Facebook, NWPPRD.ORG, and the chamber website.
14. Move the Retirement Benefits Workshop to April 11 at 6:30 p.m.

Executive Session: None

Final Board Comments: Commissioner Marrow said that his motion was made in good faith and it was a learning experience. Commissioner Wiegenstein said Marrow's process was good, and we should discuss upcoming vacant board positions. All commissioners agree that advertising needs to be done for the open board positions.

Next Meeting: Retirement Benefits Workshop will be held on April 11, 2023, at 6:30 p.m. at the Chamber of Commerce. The next regular board meeting will be April 25, 2023, at 6:30 p.m. at the Chamber of Commerce.

Adjournment: Commissioner Wiegenstein motioned to adjourn the meeting. Commissioner Marrow seconded the motion. Meeting adjourned at 8:08 p.m.