



BOARD OF COMMISSIONERS REGULAR MEETING

John Vanderzicht Memorial Pool
85 Southeast Jerome Street, Oak Harbor, WA 98277
Thursday, March 27, 2025
6:00 PM

1. **MEETING CALLED TO ORDER** at 6:00pm.
2. **ROLL CALL:** Commissioners Larsen, Kraner, Witmer, Hartmann, and Guy were present.
3. **AGENDA:** No additions, but Comm. Guy motioned to move item 10.a to item 7, and shift everything else back. Additionally, he motioned to move item 6.b to the back of New Business. Comm Hartmann seconded, and it was approved unanimously.
4. **PUBLIC COMMENTS:** None.
5. **CONSENT AGENDA ANNOUNCEMENT.**
6. **CONSENT AGENDA ITEMS:** Comm. Guy made a motion to approve the consent agenda as amended. Comm. Kraner seconded the motion, and it was approved unanimously with no discussion.
 - a. **Minutes:**
 - i. 2.27.2025 Regular Meeting Minutes
 - b. **Vouchers and Payroll:**

i. Expense Voucher #'s 10700-10731	\$45,683.13
ii. Payroll	\$68,418.74
iii. DOR	\$1,815.06
Total:	\$115,916.93
7. **NEW BUSINESS:**
 - a. **SWIKA Presentation:** The BOC watched a presentation by SWIKA. They were invited to discuss details of a partnership with the program committee.
8. **STAFF REPORTS:** BM Millang presented staff updates on behalf of ED Cochran.
9. **COMMITTEE REPORTS:**
 - a. **Budget Committee:** Comm Guy presented some budget information. No action was taken.
 - b. **Program Committee:** Comm. Witmer presented on the price of Day Camp and plan for recruitment and outreach. The BOC was given a formal update for the US Master's Swim program. There was discussion around having the punch cards have an expiry. No actions were taken.
10. **UNFINISHED BUSINESS**
 - a. **Draft survey:** Comm Hartmann requested it to be extended to the April meeting. No action was taken.
 - b. **Standing Rules discussion:** Comm Larsen commented on some proposed changes to the B&S Rules to be brought to the BOC in April. No action was taken.
11. **NEW BUSINESS:**
 - a. **Donation request CHUM RUN:** Comm Hartmann presented a request from ICPH to provide a donation to the Healthy Island Youth Initiative (HIYI) scholarship. Comm Guy motioned to donate \$250 to the CHUM RUN for the HIYI scholarships from

the marketing budget line. Comm Kraner seconded the motion, and it carried unanimously with no discussion. Comm Hartmann abstained from voting due to a conflict of interest.

b. Patron notification of live meeting/curtains: Comm Witmer presented on needing to add notices of live meeting and recording for patrons using the facility during meeting times and purchasing curtains to shield the pool from the view of the cameras to protect patron privacy. Comm Guy motioned to purchase the first option presented from Amazon but include one additional panel for a total of 3. Comm Witmer seconded, and the motion carried unanimously with no additional discussion.

c. Medical Insurance: BM Millang presented the different insurance packages available for staff. Comm Guy motioned to delegate the medical insurance plan selection decision to ED Cochran. Comm Kraner seconded the motion which carried unanimously with no additional discussion.

d. Employee of the Month: BM Millang presented on the employee of the month. No action was taken.

e. Consent Agenda Item Vouchers and Payroll: Comm Guy led a discussion regarding the financial business practices of the district where BM Millang provided clarification. Comm Guy motioned to approve item 6.b (now 11.e) vouchers and payroll. Comm Kraner seconded, and the motion carried unanimously with no additional discussion.

12. ACTION ITEM/REVIEW:

- Move Draft Survey to next month.
- Have Board standing rules as an ongoing item under Bylaws.
- Add extending health care benefits to full-time, non-exempt employees.
- Add bereavement line to budget for full-time, non-exempt.
- Research punch card expirations for other facilities.
- Research employee rewards.
- Ask about Delta Dental options for health care.
- Write SOP for CC receipts

13. FINAL BOARD COMMENTS: Comments were made by Comms. Kraner, Witmer and Larsen.

14. NEXT MEETING: April 24, 2025, 6:00 p.m. John Vanderzicht Memorial Pool

15. ADJOURNMENT: Board Chair Comm Larsen adjourned the meeting at 7:54pm.

Attest:


Jaimee Witmer, Vice Chair

04/24/2025

Date