

North Whidbey Park and Recreation District
Minutes of the Regular Meeting, December 17, 2009

The regular meeting of the North Whidbey Park and Recreation District Board of Commissioners was held on December 17, 2009, at the John Vanderzicht Memorial Swimming Pool. Board members present were: Chair Allan McDougall, Vice-Chair Harvey Prosser, and Secretary River Powers. Commissioner Robert Wilson and Commissioner Dennis Jepsen were absent. Staff member present was: Director Craig Carlson.

Public

Tom Johnson and Ron Rhinehart were in attendance.

Call to Order

There being a quorum present the meeting was called to order at 7:01 p.m. by C/McDougall.

Changes to the Agenda

There were no changes to the Agenda.

Board Issues

- 1) Oath of Office for newly elected Commissioners – C/McDougall stated that Commissioners Harvey Prosser, Ron Rhinehart, and Dennis Jepsen have all been sworn in for the next four-year term.
- 2) Executive Session/Claim for Damages – The Executive Session was moved to the end of the meeting.

Approval of Minutes

A motion to approve the minutes of the November 3, 2009, special meeting was made by C/Prosser, seconded by C/Powers. The motion passed unanimously. A motion to approve the minutes of the November 17, 2009, regular meeting was made by C/Prosser, seconded by C/Powers. The motion passed unanimously.

Voucher Review

A motion to approve the vouchers numbered 4001-4052 in the amount of \$39,470.78 as well as three payroll transfers in the amount of \$59,216.24 for a grand total of \$98,687.02 was made by C/Prosser, seconded by C/Powers. The motion passed unanimously.

Staff Reports

Director's Report

The Director followed the points in his written report, providing the Board with information relating to the attendance report for November, an update on the Mobile Office Space, an update on the District's legal representation, Employee of the Month recognition for Vikki Robinson and Tyler Schell, special recognition for Jim McCleary for his efforts in organizing the Masters Swim Meet, a thank you card from Debbie Gallo, the State Auditor's Office Accountability Audit Report that had no findings or recommendations, and the new Recreation Activity brochure for Winter, 2010.

Maintenance Report

Maintenance Supervisor Tim Hilliard provided a written report to the Board. The Director gave special recognition to Tim for all his efforts in getting the Coaches' office space ready, and also provided information relating to sand removal in the hot tub, as well as ceiling panel repair.

Swim Team Report

Head Coach Neil Romney provided a written report to the Board. C/Prosser asked if there were any conflicts with the High School Coaching Staff. The Director stated that he wasn't aware of any problems. C/McDougall asked if there was a problem with past due Swim Team accounts. The Director informed him that the percentage of past

due accounts were extremely low, and that Swim Team Treasurer Vikki Robinson has been able to get a few reconciled.

Running Club Report

Head Coach Catie Rodeheffer provided a written report to the Board. C/Powers informed the Board that the Club had a 3rd place winner in the Junior Olympics for the third competition in a row.

Budget Report

The Director presented an update on the budget. The amount of Levy monies budgeted for the year has been met and exceeded with funds from past years also being received. Overall revenues will hit the level that was predicted. Swim Lesson revenues were about \$20,000 over what was anticipated. C/McDougall asked for information regarding the Employment Advisory Service. The Director informed him that the District pays an annual fee for this counseling service that could be utilized if any employees needed it.

Public Comments

There were no Public Comments.

Unfinished Business

1) Feasibility Study Review – The Director suggested postponing this item to either a future or special meeting to provide the Architect of the project an opportunity to be in attendance and answer any Commissioner questions. Hearing no objections from the Board, the Director stated that he would work to find a date for the meeting when all Board members and the Architect could attend. A tentative date of January 20th at 5:00 p.m. was set.

New Business

1) Resolution 09-07/Board Meeting Schedule for the year 2010 – *A motion to approve Resolution 09-07 was made by C/Powers, seconded by C/Prosser. The motion passed unanimously, with an amendment made to change the date of the January meeting from the 21st to the 20th.*

Executive Session

The Board met in Executive Session to discuss a claim for damages. The estimated time of deliberation was 10 minutes. Executive Session was held from 8:18 to 8:28 pm.

Open Discussion

There was no Open Discussion.

Adjournment

A motion to adjourn the meeting was made by C/Powers, seconded by C/Prosser. The motion passed unanimously. The meeting adjourned at 8:28 pm.

For the North Whidbey Park & Recreation District Board of Commissioners

River Powers
Secretary

Craig C. Carlson
Director

Christopher Cross
Recording Secretary Designee