

North Whidbey Park and Recreation District
Minutes of the Regular Meeting, June 16, 2011

The regular meeting of the North Whidbey Park and Recreation District Board of Commissioners was held on June 16, 2011, at the John Vanderzicht Memorial Swimming Pool. Board members present were: Chair Ron Rhinehart, Vice-Chair Allan McDougall, Secretary River Powers, and Commissioner Dennis Jepsen. Commissioner Harvey Prosser was absent. Staff member present was: Director Craig Carlson.

Public

There were no members of the Public in attendance.

Call to Order

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

Changes to the Agenda

There were no changes to the Agenda.

Board Issues

There were no Board Issues.

Approval of Minutes

A motion to approve the minutes of the May 17, 2011, meeting was made by C/Powers, seconded by C/Jepsen. Regarding the Levy Ballot Title Correspondence, C/McDougall stated that he read over the regulations given to him by the Director, and as individuals, not Commissioners, the Board members can do whatever they want to help with the Levy campaign, as long as nothing is being done in the building or on the premises. *The motion passed unanimously.*

Voucher Review

A motion to approve the review of the vouchers numbered 4824-4875 in the amount of \$27,558.10 as well as two payroll transfers in the amount of \$47,342.74, for a grand total of \$74,900.84, was made by C/Powers, seconded by C/Rhinehart. C/McDougall asked where the Portable Restroom the District pays for is located. The Director informed him that it is located at Clover Valley Park through the end of September, and is paid monthly. C/Rhinehart asked about the Facility Permit payable to Island County Public Health. The Director explained that this fee relates to the license required to operate a swimming pool and a spa. C/Jepsen asked if the background check relates to former Maintenance Supervisor Tim Hilliard's replacement. The Director informed him that background checks are done on all employees. *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: 1) The attendance report for the month of May, 2) Estimated Recreation Program participation, 3) Correspondence from Enduris – costs may be going up as a result of “worldwide problems,” 4) A donation from Trudy Sundberg in memory of Mary Vanderzicht – more memorial donations may be on the way, and all efforts will be made to apply the monies towards capital improvements, 5) The Summer Schedule, which starts on June 20th, 6) A Triathlon update – approval for the event has been received, and plans are moving forward, with “tweaks” made to the course, 10 members of security placed at the major intersections, and an ambulance/medical back-up provided on site; advertising is being done at the Chamber, both of the Athletic Clubs, and on the internet, and flyers are being sent to all three Navy bases, and 7) Employee of the Month recognition to Rickie Higbee for all of her efforts as an Aerobics Instructor.

Maintenance Report

Maintenance Supervisor Lloyd Long provided a written report to the Board. The Director added that he is very pleased with the new Maintenance Supervisor's efforts around the facility. C/Jepsen asked if Lloyd has been trained to do the work Tim did relating to swim meets. The Director stated that Tim had trained Vikki Robinson on how to run the console, and she will be performing this action at the NWAC meets.

Swim Team Report

Head Coach Neil Romney provided a written report to the Board. There were no questions. The Director stated that the planning for the Round Robin, written on the report as scheduled for July 24-26, is actually meant to take place on June 24-26.

Running Club Report

Head Coach Catie Rodeheffer provided a written report to the Board. There were no questions. The Director added that Coach Rodeheffer has been trying to encourage the Whidbey News-Times Sports Reporter to emphasize that the Running Club is a program sponsored by the North Whidbey Park & Recreation District.

Budget Report

The Director stated that approximately \$150,000 in Levy monies was received in May. Revenues seem to be holding about where they are expected to be. Expenses are pretty much where they are expected to be as well, though more money is being spent on the Senior Guard level than anticipated. After reviewing this with the Head Guard, the Director stated that he may have under-budgeted this item. The Director also informed the Board that a new contract was recently signed with Frontier for telephone services which will be more than \$100 a month less than the previous charges, for a savings of approximately \$1200 per year. C/Jepsen asked if the fees for alarm monitoring have gone up. The Director stated that it is an annual payment. C/Rhinehart asked about expenses relating to advertising. The Director stated that advertising for the year is pretty much complete, and that the bulk of the costs relate to being listed in the telephone books. The Director also presented the Board with an Income Statement from Pacific Northwest Swimming for the NWAC SCM Triple Pentathlon.

Public Comments

There were no Public Comments.

Unfinished Business

Specifications for Ballot Measure Statements/Voters' Guide – The Director stated that the County advised him that the District needs an explanatory statement, and that if the District is going to provide a “pro” statement, they need to provide a “con” statement as well. The Director added that the Commission is responsible for appointing people or a Committee to provide those statements. Regarding the explanatory statement, the Director informed the Board that he contacted Attorney Nathan Manni for help in drafting this statement. Mr. Manni communicated with the County to make sure that this is an acceptable statement. There were no objections from the Board regarding the statement Mr. Manni provided, and approval was given for the Director to submit the statement. The Director believes the District will be the only thing on the ballot for outside the City of Oak Harbor.

New Business

Consideration for people with disabilities - It was decided to table this item until the next meeting, as it was added to the Agenda by C/Prosser, who was absent from the meeting.

Open Discussion

There was no Open Discussion.

Adjournment

The meeting adjourned at 7:33 pm.

For the North Whidbey Park & Recreation District Board of Commissioners

River Powers
Secretary

Craig C. Carlson
Director

Christopher Cross
Recording Secretary Designee