

North Whidbey Park and Recreation District  
Minutes of the Regular Meeting, May 20, 2010

The regular meeting of the North Whidbey Park and Recreation District Board of Commissioners was held on May 20, 2010, at the John Vanderzicht Memorial Swimming Pool. Board members present were: Chair Dennis Jepsen, Secretary River Powers, Commissioner Harvey Prosser, and Commissioner Allan McDougall. Vice-Chair Ron Rhinehart was absent. Staff member present was: Director Craig Carlson.

Public

Teen Activity Council Member Whitney Webber was in attendance.

Call to Order

There being a quorum present the meeting was called to order at 4:05 p.m. by C/Jepsen.

Changes to the Agenda

Public Comments were moved to immediately follow the Call to Order so the Board could hear from Ms. Whitney Webber of the Teen Activity Council prior to conducting the rest of the meeting's business.

Public Comments

Whitney Webber was in attendance to provide the Board with an update on the Teen Activity Council. After thanking the Board for their feedback on the Council's flyers, she stated that the Health Department has provided \$2,000 towards the Council's budget. The City of Oak Harbor has also offered to provide \$2,000, the Navy Youth Center has provided a climbing wall, and NWPRD has set aside approximately \$1,800. Youth summer activities are scheduled to begin on June 22, and will end on August 31. Ms. Webber provided the Board with the Council's guidelines and a draft of its budget. C/McDougall asked how big the Council's budget was. Ms. Webber stated it was currently \$5,800. The Director added that he hoped the City and the School District would be able to assist in off-setting costs for activities such as an open gym, for which the District would provide supervision. C/McDougall asked about the 30-student limit as stated in the guidelines. Ms. Webber informed him that this limit is for Council membership only; there is no set limit on activity participants. After hearing Ms. Webber's update, ***a motion for NWPRD to endorse the initiative of the Inter-Agency Teen Activity Council and agree to support it to \$1,000 in 2010, was made by C/McDougall seconded by C/Powers. C/Prosser asked for an amendment to increase NWPRD's contribution to \$2,000. The motion, with C/Prosser's amendment, passed unanimously.***

Board Issues

Request to review Resolution 10-02/Refund Procedures Resolution – C/McDougall suggested that the Board reconsider a revision of this Resolution after realizing that Coaching/Supervisory Staff had not read the final version before it was approved. ***a motion to reconsider Resolution 10-02 was made by C/Prosser, seconded by C/McDougall. The motion passed unanimously.*** C/McDougall stated three changes he would like to see: 1) a change to the Refund/Credit Policy, 2) the deletion of paragraph two in the Athletic Team Refund/Credit procedures, and 3) a change to the Policy relating to "exceptions". ***A motion to amend the document to include "to maintain sound programs" in the Refund/Credit Policy paragraph, was made by C/McDougall, seconded by C/Powers. The motion passed. C/Prosser abstained from voting. A motion to amend the first paragraph of the Athletic Team Refund/Credit policy to state that monthly dues will not be pro-rated, refunded, or credited, was made by C/McDougall, seconded by C/Powers. The motion passed. C/Prosser abstained from voting. A motion to entirely delete the "Annual Dues" paragraph was made by C/Powers, seconded by C/McDougall. The motion passed unanimously. A motion to delete the "exceptions" paragraph at the end of the document was made by C/McDougall, seconded by C/Powers. The motion passed unanimously. A motion to approve Resolution 10-02 as amended was made by C/McDougall, seconded by C/Powers. The motion passed. C/Prosser abstained from voting. A motion that Resolution 10-02 be revised according to the most recent vote, and endorsed by all affected parties as far as the Park District is concerned, was made by C/Prosser, seconded by C/Jepsen. The motion passed unanimously.***

Approval of Minutes

***A motion to approve the minutes of the April 22, 2010, meeting was made by C/Prosser, seconded by C/Powers. The motion passed unanimously.*** C/McDougall asked that Laura Rosen be added to the Minutes as a present member of the General Public. C/McDougall also asked for a change in wording from "for" to "of" relating to a recent act of theft at CVP. The minutes were approved as amended.

Voucher Review

***A motion to approve the vouchers numbered 4231-4279 in the amount of \$37,881.06 as well as two payroll transfers in the amount of \$40,201.24, for a grand total of \$78,082.30, was made by C/Powers, seconded by C/Prosser. 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 April, Employee of the Month recognition of Erica Gregory for all of her efforts as a Maintenance Aide and Swim School Instructor, an update on the UV System (WMS Aquatics guarantees a major reduction in chloramines at an estimated total cost between \$26,000 to \$34,000, depending on the system), and information on the Roller Hockey program relating to an approval for a grant to play Roller Hockey at the Navy's Hospital Gate Parking Lot. The Teen Activity Council update listed on the Director's Report was given to the Board at the beginning of the meeting. The Director added that the Child Protection Standards received from US Swimming, along with contact information for the Board and the Director, has been added to the District's website.

##### Maintenance Report

Maintenance Supervisor Tim Hilliard provided a written report to the Board. There were no questions.

##### Swim Team Report

Head Coach Neil Romney provided a written report to the Board. The Director stated that another successful Swim Meet was recently held at the Facility, which brought the District approximately \$7,000 in additional income. C/Prosser suggested a BBQ for all the Volunteers who assist with these Meets. The Director stated that he would look into this idea.

##### Running Club Report

Head Coach Catie Rodeheffer provided a written report to the Board. There were no questions.

##### Budget Report

The Director explained that an additional report has been added to the Agenda after a meeting with C/Rhinehart. The Director stated that C/Rhinehart would be in attendance at the next meeting to answer any questions relating to this additional Budget Report.

##### Unfinished Business

O.R.B. Final Expansion Report – This item was tabled until next month's meeting.

##### New Business

- 1) City of Oak Harbor Water Recreational Protection Services Agreement –
- 2) City of Oak Harbor Boat Rental Services Agreement –
- 3) City of Oak Harbor Recreational Services Agreement –

***A motion to give authorization for the Director to sign these three agreements with the City was made by C/Powers, seconded by C/McDougall. The motion passed unanimously.***

##### Open Discussion

After being tabled for the last two meetings, C/Jepsen suggested the Board determine a date to hold a special meeting for the discussion of the O.R.B. Final Expansion Report. C/McDougall agreed. The Director stated he would send out emails to the Board in order to coordinate the scheduling details relating to this. The Director also added that he has received requests from an Attorney for information in regards to a legal matter that the District is involved in.

##### Adjournment

***A motion to adjourn the meeting was made by C/Powers, seconded by C/Prosser. The motion passed unanimously.*** The meeting adjourned at 6:15 pm.

For the North Whidbey Park & Recreation District Board of Commissioners

River Powers  
Secretary

Craig C. Carlson  
Director

Christopher Cross  
Recording Secretary Designee