



Highlands Recreation District

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www.highlandsrec.ca.gov

"A Community Place to Learn, Grow & Play"

Topic: HRD Regular Board Meeting

Time: April 9, 2024, 07:00 PM Pacific Time (US and Canada)

Location: Highlands Recreation Center, 1851 Lexington Ave., San Mateo, CA 94402

Board meetings are held in-person, with a Zoom participation option provided to the public as a courtesy. Public comment is limited to (3) minutes per person per item. The public is encouraged to participate in whatever form they are most comfortable. If participating remotely via Zoom, see details below:

Topic: HRD Regular Board Meeting

Time: Apr 9, 2024 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89679114472?pwd=u8L1XhWe2VOVLHYy8trsQoFhXQlJod.1>

Meeting ID: 896 7911 4472

Passcode: 982799

Find your local number: <https://us06web.zoom.us/u/kPeuY2H5c>

Board Members:

Andrew Aquino (Vice President)

Shirin Bakhshay - Absent

Pam Merkadeau (President)

Eric Olbekson - Absent

Uy Ut

Staff:

Christopher Gurr (Interim General Manager)

Meg Catmull (Assistant General Manager)

Julie Fernandez (EEC Director)

1. Call to Order

The meeting was called to order at 7:02 pm by President Merkadeau.

2. Review and Approval of Minutes

Board Member Aquino made a motion, Board Member Ut second, to approve the Special Board Meeting Minutes from 03/24/2024. The motion passed.

Vote: AA - Y; SB - Absent; PM - Y; EO - Absent; UU - Y

3. Public Forum:

Public comment was received.

4. Manager's Report

a. Administration

b. Programming

5. Financial Report

- a. Monthly Statement

6. Old Business

- a. Discussion/Motion: General Manager Recruiter Contract

- i. Board Member Merkadeau made a motion, Board Member Aquino second, to approve a General Manager Recruitment contract, pending District Counsel's approval, not to exceed \$50,000.

Vote: AA - Y; SB - Absent; PM - Y; EO - Absent; UU - Y

- b. Discussion/Motion: Private Swim Lesson Instructor, Swim Team Coach & ASP Head Teacher Benefits/Classification Recommendations

- i. No motion was made.

7. New Business

- a. Discussion: Interim General Manager Duties & Employee Out of Class Pay

- b. Discussion/Motion: Interim General Manager Invoices for Hours Exceeding 20 per Week

- i. Board Member Aquino made a motion, Board Member Ut second, to approve payment of Interim General Manager invoices from 1/12/2024-3/24/2024 for hours worked exceeding 20 hours per week.

Vote: AA - Y; SB - Absent; PM - Y; EO - Absent; UU - Y

8. Upcoming Meetings: May 14 – Jun 11 – Jul 9

9. Review and Payment of Bills

- a. Action: Motion to approve Expenditures

- i. Board Member Aquino made a motion, Board Member Ut second, to pay the bills. The motion passed.

Vote: AA - Y; SB - Absent; PM - Y; EO - Absent; UU - Y

10. HRD Board of Directors Announcements

11. Adjournment

Board Member Ut made a motion, Board Member Merkadeau second, to adjourn the meeting. The motion passed.

Vote: AA - Y; SB - Absent; PM - Y; EO - Absent; UU - Y

The Meeting adjourned at 9:07 pm.

Respectfully Submitted,

Meg Catmull
Board Secretary

Board President or Vice President:

Pamela Merkadeau

Signature: 