

Highlands Recreation District

1851 Lexington Avenue • San Mateo, CA 94402
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"A Community Place to Learn, Grow & Play"

HIGHLANDS RECREATION DISTRICT REGULAR BOARD MEETING MINUTES

Tuesday, April 11, 2023

Location: 1851 Lexington Ave., San Mateo, CA 94402 (Multi-Purpose Room)

Attendees

Community Members wishing to attend are encouraged to teleconference into the meeting or attend in- person.

Join Zoom Meeting

<https://us06web.zoom.us/j/89668705194?pwd=RDNxSHdtZ3RTejAwdTZtZm5vOVZHZz09>

Meeting ID: 896 6870 5194

Passcode: 870074

Dial by your location

+1 669 900 6833 US (San Jose)

Board Members:

Andrew Aquino
Shirin Bakhshay (Vice President)
Pam Merkadeau
Eric Olbekson (President)
Uy Ut - Absent

Staff:

Jeff Brier (General Manager)
Dan Ryken (Aquatics Supervisor)
Christopher Gurr (HR Consultant)

1. Call to Order

The meeting was called to order at 7:01 pm by President Olbekson.

2. Review and Approval of Minutes

Board Member Aquino made a motion, Board Member Bakhshay second, to approve the Regular Board Meeting Minutes from 3-14-23. The motion passed.

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

3. Public Forum

Nothing to report.

4. Manager's Report

- a. Administration
- b. Programming

5. Financial Report

- a. Monthly Statement

6. Old Business

- a. Discussion: Ad Hoc By-Law Committee Update and Consideration of Changes to By-Laws
- b. Discussion: General Manager update on Bookkeeper + Assistant General Manager hiring process
- c. Discussion/Motion: FY2023-24 HRD Organizational Goals
 - i. No motion was made.

7. New Business

- a. Discussion/Motion to approve General Manager as official agent to apply for grant funding (FEMA)
 - i. Board Member Aquino made a motion, Board Member Merkadeau second, to approve General Manager as official agent for grant funding applications. The motion passed.
Vote: AA - Y; SB - Y; EO - Y; PM - Y; UU - Absent

8. UPCOMING MEETINGS: May 9 – June 13 – July 11

9. Review and Payment of Bills

- a. Action: Motion to approve Expenditures
 - i. Board Member Bakhshay made a motion, Board Member Aquino second, to pay the bills. The motion passed.
Vote: AA - Y; SB - Y; EO - Y; PM - Y; UU - Absent

10. HRD Board of Directors Announcements

11. Adjournment

Board Member Aquino made a motion, Board Member Bakhshay second, to adjourn the meeting. The motion passed.


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

The Meeting adjourned at 8:40 pm

Respectfully Submitted,

Jeff "JB" Brier
General Manager

Board President or Vice President:

 Erin O'Brien 5/9/23

Signature: _____

