

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, May 12, 2015

Attendants:
BOARD-

Pam Merkadeau (PM)
Michelle McNeil (MM) – arrived at 7:04
Johanna Anton (JA)
Eric Olbekson (EO)
Hal Carroll (HC)

STAFF- Brigitte Shearer (BS)
Portor Goltz (PG)
Mike Koenig
Tricia Hall

CALL TO ORDER

The meeting was called to order at 7:01pm by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

Board Member JA made a motion to approve the minutes of the April 21, 2015 Regular Board Meeting (EO second). The Board voted as follows: MM: ABSENT PM: yes HC: Abstained JA: yes EO: yes

Board Member JA made a motion to approve the minutes of the May 3, 2015 Board Strategy Meeting (EO second). The Board voted as follows: MM: ABSENT PM: yes HC: yes JA: yes EO: yes

INTRODUCTION OF GUESTS

Bev Madden

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

- A. Programming –
- a. ASP –Summer camp is 96% full. MK discussed staffing changes at In Crowd. Summer hiring is underway.
 - b. Pool – Revenues are up slightly from last year. Summer staff hiring is underway. TH discussed the status of the heater replacement. The current boiler will be repaired while we continue to investigate replacement options. We will prepare an RFP for this project during FY 2015/6

- c. Seasonal Programs/ Special Events – There have been admin staffing changes. The casino trip is happening soon and we're looking for more folks to join the cornhole tournament.
- d. EEC – Everything is on track. Parent Appreciation Breakfast is happening in May. Board members are invited to attend

The Board discussed revising the format of the Staff Reports.

- B. Facilities & Grounds – Water usage issue have been identified and will be further tested. Water leakage in EEC building is damaging the floors. BS will follow up. The old section of the pathway fence will be replaced before July 4.
- C. Administration – Employees can now access documents online.. All staff training is May 31 from 9:30 to 3pm. Supervisors received Personal Development Plans to complete by June 30. Candidate filings must be completed by August 7 for the November election

COMMITTEE REPORTS

None

FINANCIAL REPORT

The YTD financials were discussed. Revenue and Expenses are on track to meet or exceed overall budget goals.

UNFINISHED BUSINESS

- A. Strategy session #3– The strategy session was productive. A short follow up session will be held June 7 in the Social Room.
- B. Resolution 2015-1 – Action was continued to the June 9 meeting.
- C. Committee Appointments are as follows:
 - Ad hoc FY2015/5 Budget Committee: Eric Olbekson, Hal Carroll
 - Ad hoc FY2015/6 Personnel Budget Prep Committee: Johanna Anton, Michelle McNeil
 - Ad hoc Bylaws review Committee: Pam Merkadeau, Eric Olbekson

NEW BUSINESS

- A. UPCOMING MEETINGS: **June 9, July 14, August 11**

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. BSS will prepare a payment request form. Board Member JA made a motion to pay the bills (EO second) and the motion passed. The Board voted as follows: MM:yes PM:yes HC: yes JA: yes EO: yes

ADJOURNMENT

Board Member HC made a motion to adjourn the meeting (JA &MM seconded simultaneously)
The Board voted as follows MM:yes PM:yes HC: yes JA: yes EO: yes The meeting
adjourned at 8:08pm.

Respectfully submitted,

Brigitte Shearer
Board Secretary