

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, July 12, 2016

Attendants:

BOARD-

Pam Merkadeau (PM)
Michelle McNeil (MM) arrive at 7:08pm
Eric Olbekson (EO)
Sterling Sakai (SS)

Absent: Hal Carroll (HC)

STAFF-

Brigitte Shearer
Mike Koenig
Rebecca Hitchcock
Portor Goltz

CALL TO ORDER

The meeting was called to order at 7:00 by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

This vote was delayed until 7:09pm

Board Member EO made a motion (MM second) to minutes of the June 14 Board meeting. The votes were as follows: EO: yes SS: abstain MM: yes PM:yes HC:absent

INTRODUCTION OF GUESTS

None

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

A. Programming –

- a. Pool – see staff report.
- b. EEC –Revenues are exceeding budget amount and expenses are under budget; 2 EEC staff have resigned; new staff have been hired. EEC graduation was a success
- c. ASP – See staff report. Job posting best practices were discussed.
- d. Seasonal Programs/ Events - See staff report

B. Facilities & Grounds –

July 3 and 4 prep and event assistance went smoothly. The water carnival may be scheduled earlier in the day next year. The office has a new copier; CSA1 held a community meeting at the Rec to discuss crime and safety in the greater community.

C. Administration –

The online ethics course is now available for Board members whose certificates are expiring shortly. The Emergency Services Plan draft in which HRD participated has been submitted to FEMA; BSS is looking into other benefit/ HR outsource options; BSS has contacted bond counsel regarding the COP prepayment/ refinance process. The Board considered the revised 60th anniversary logo.

COMMITTEE REPORTS

The Ad hoc Budget Committee did not meet since the June board meeting. A meeting will occur in late July.

FINANCIAL REPORT

The YTD financials were discussed. These are preliminary numbers as we are still awaiting details of additional revenue and need to document some additional accrued expenses The Rec is at 100% of the budget.

UNFINISHED BUSINESS

A. EEC Enrollment policy and FT HRD employee discount policy: Board Member SS made a motion (MM second) to approve the EEC enrollment policy and HRD employee discount policy as written. MM: yes SS: yes EO: no HC: absent PM: yes

New BUSINESS

B. UPCOMING MEETINGS: August 16, September 13

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member MM made a motion to pay the bills (EO second) and the motion passed. EO: yes SS: yes MM: yes PM: yes HC absent

ADJOURNMENT

Board Member EO made a motion to adjourn the meeting (MM second) The motion passed unanimously. The meeting adjourned at 8:14pm

Respectfully submitted,
Brigitte Shearer
Board Secretary