

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, October 11, 2011

Attendants:

BOARD- Vice President Brigitte Shearer (B.S.)
Jim Sell (J.S.)
Pam Merkadeau (P.M.)

STAFF- Margaret Glomstad (M.G.)

CALL TO ORDER

The meeting was called to order at 7:05pm by Vice Board President B.S.

REVIEW AND APPROVAL OF THE MINUTES

The minutes of the September 14 , 2011 Regular Board Meeting were reviewed and approved as read.

INTRODUCTION OF GUESTS

None

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

An informational flyer for California Special District's Association's Legislative Days was given to the Board.

MANAGER'S REPORT

- A. Programming-ASP is at capacity. The current enrollment for the EEC program has 4 M-F spaces available in the younger preschool room. EEP has 20 children MWF and 17 children T/Th. The annual Halloween Event is on Friday, October 28 at 6:30pm.
- B. Facilities/Grounds-The bids for planting the landslide hill are in and will be sent to the insurance company.
- C. The LAFCo agenda for the October meeting was incorrect. The only item pertaining to the HRD is informational only regarding an update on the status of the District Service Review. An updated LAFCo agenda will be sent to the board. Aquatics Staff Bryce Robertson and Jeff Franco will be attending the California Aquatics Management School from Wednesday, September 12 to Friday, September 15.

COMMITTEE REPORTS

A. None

FINANCIAL REPORT

- A. The Rec. is at 25% of the budget. The Board reviewed the preliminary financial report.

OLD BUSINESS

- A. Substantial completion of the Child Development Center has been pushed back to November. There will be additional costs to repair the street sidewalk at the pathway and to correct the elevation difference for the ADA ramp and surrounding area.

NEW BUSINESS

- A. The District is in the process of updating the Employee Handbook. Vice President B.S. assigned Board Members B.S. and P.M. to the Ad Hoc Employee Handbook Review Committee.
- B. The Board discussed a commemorative plaque for the new building. Sample options will be prepared for the Board.

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member J.S. made a motion to pay the bills and the motion passed unanimously.

ADJOURNMENT

Board Member P.M. made a motion to adjourn the meeting and the motion was passed unanimously. The meeting was adjourned at 7:59pm.

Respectfully submitted,

Margaret Glomstad
Board Secretary