

Highlands Recreation District

1851 Lexington Avenue • San Mateo, CA 94402
(650) 341-4251 • Fax (650) 349-9627
www.highlandsrec.ca.gov

"A Community Place to Learn, Grow & Play"

Topic: HRD Special Board Meeting

Time: June 11, 2024 6:00 PM Pacific Time (US and Canada)

Location: 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 Special Board Meeting

Time: Jun 11, 2024 6:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87302834494?pwd=Vbswa8aM7v6F2LicbEEirkJREDNuO.1>

Meeting ID: 873 0283 4494

Passcode: 419841

Find your local number: <https://us06web.zoom.us/j/87302834494?pwd=Vbswa8aM7v6F2LicbEEirkJREDNuO.1>

Board Members:

Andrew Aquino (Vice President)
Shirin Bakhshay
Pam Merkadeau (President)
Uy Ut

Staff:

Christopher Gurr (Interim General Manager) - Absent
Meg Catmull (Assistant General Manager)
Julie Fernandez (EEC Director)
Mike Koenig (K-8 Childcare Director)
Julia Fior (Recreation Coordinator)

1. Call to Order

The meeting was called to order at 6:05 pm by President Merkadeau.

2. Public Forum:

No public comment was received.

3. New Business

- a. Discussion: Interview Candidates for Board Vacancy Appointment

4. Adjournment

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

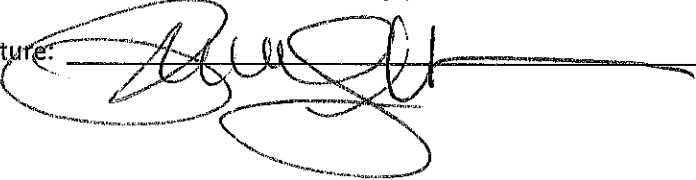
Vote: AA - Y; SB - Absent; PM - Y; UU - Y

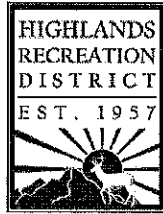
The Meeting adjourned at 6:57 pm.

Respectfully Submitted,

Meg Catmull
Board Secretary

Board President or Vice President: Pamela McCadeau

Signature:  _____



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"A Community Place to Learn, Grow & Play"

Topic: HRD Regular Board Meeting

Time: June 11, 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 May Regular Board Meeting

Time: June 11, 2024 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87302834494?pwd=Vbswa8aM7v6F2LicbEEirktJREDNuO.1>

Meeting ID: 873 0283 4494

Passcode: 419841

Find your local number: <https://us06web.zoom.us/j/87302834494?pwd=Vbswa8aM7v6F2LicbEEirktJREDNuO.1>

Board Members:

Andrew Aquino (Vice President)

Shirin Bakhshay

Pam Merkadeau (President)

Uy Ut

Staff:

Christopher Gurr (Interim General Manager) - Absent

Meg Catmull (Assistant General Manager)

Julie Fernandez (EEC Director)

Mike Koenig (K-8 Childcare Director)

Julia Fior (Recreation Coordinator)

1. **Call to Order**

The meeting was called to order at 7:00 pm by President Merkadeau.

2. **Review and Approval of Minutes**

Board Member Aquino made a motion, Board Member Ut second, to approve the Regular Board Meeting Minutes from 05/14/2024. The motion passed unanimously.

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

3. **Public Forum:**

Public comment was received.

4. **Manager's Report**

a. Administration

b. Programming

5. **Financial Report**

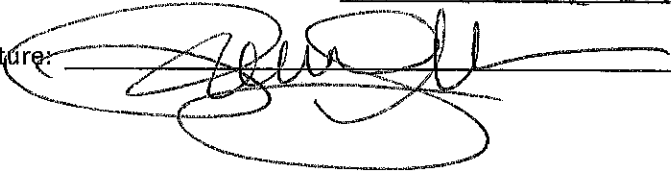
- a. Monthly Statement
6. Old Business
- a. Discussion: General Manager Recruitment Ad Hoc Committee Update
 - b. Discussion: Personnel Ad Hoc Committee Update
 - c. Discussion/Motion: Budget Ad Hoc Committee Update
7. New Business
- a. Discussion/Motion: Resolution 2024-02 to Consider Possible Appointment of Board Member to Fill Vacancy or Provide Other Direction
 - i. Board Member Bakhshay made a motion, Board Member Ut second, to adopt Highlands Recreation District Resolution 2024-02 appointing Ranya Francis to the Board of Directors. The motion passed unanimously.
Vote: AA - Y; SB - Y; PM - Y; UU - Y
 - b. Discussion/Motion: Discussion/Motion: Resolution 2024-03 calling for a November 2024 election
 - i. Board Member Aquino made a motion, Board Member Bakhshay second, to adopt Highlands Recreation District Resolution 2024-03 calling for an election to be held November 5, 2024 for the election of three members of the Board.
Vote: AA - Y; SB - Y; PM - Y; UU - Y
 - c. Discussion/Motion: Discussion/Motion: Destruction of records per the 2014 Records Retention Policy
 - ii. No motion was made, and the matter was tabled.
2. Upcoming Meetings: Jul 9 – Aug 13 – Sept 10
8. 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 unanimously.
Vote: AA - Y; SB - Y; PM - Y; UU - Y
9. HRD Board of Directors Announcements
10. Adjournment
Board Member Bakhshay made a motion, Board Member Ut second, to adjourn the meeting. The motion passed.
Vote: AA - Y; SB - Absent; PM - Y; UU - Y

The Meeting adjourned at 8:19 pm.

Respectfully Submitted,

Meg Catmull
Board Secretary

Board President or Vice President: Pamela Merradeau

Signature:  _____