

**North Fork Pool, Park and Recreation District**  
**Board Meeting Minutes**  
**June 20, 2016**

The Board of Directors of the North Fork Pool, Park and Recreation District (NFPPRD) met on Monday, June 20, 2016 at the District office in Hotchkiss.

**Board Members Present:** Uli Lange, Kathryn Oxford, Sara Sharer, Ken Butcher, Kim Egging

**Others Present:** Lenore Cambria, District Administrator, and Niki Richardson, Board Clerk.

The meeting was called to order at 7:02 p.m. Mr. Lange led the meeting.

**Review of Agenda:** The agenda was reviewed and changed to add a report for training. Mrs. Oxford made a motion to accept the minutes, Mrs. Egging seconded, the motion passed.

**Minutes**

The minutes from May 16th were discussed. Mrs. Oxford made a motion to accept the minutes, Mrs. Sharer seconded and the motion was passed.

**Bills Presented**

The bills were reviewed and questions asked. Mrs. Oxford made a motion to pay the bills and Mrs. Sharer seconded it. The motion passed.

**Pool Report - Mrs. Cambria**

North Fork Ambulance came and presented an in-service recertification with our lifeguards. They got a lot out of it. She gave them tips that they weren't aware of. They're doing a backboarding in-service this week. The attendance comparison chart was handed out. Saturdays and Sundays have been low. Attendance picks up as we start swim lessons. The middle slot lesson wasn't filled so the teacher offered them to come early and stay late for \$20 and the middle session filled. Mrs. Cambria also shared the lifeguard list and described how the scheduling works.

Glenda Young asked today if she could add an afternoon class. She's had 10-15 people in her classes. She would like to try Wednesday and Friday from 5:30 – 6:30. This overlaps lap swim. Mrs. Oxford asked if it was possible to push it to after six to not disturb lap swim.

The hospital wants to do an occupational therapy day. We've charged half price admission in the past. They want to use the wader and use it at pool during lap swim.

**Old Business - Mrs. Cambria**

**-New Officers/signers on Checking Acct**

Mr. Lange and Mrs. Sharer need to go sign papers at First State Bank.

**-Concession Stand Vendor(s)**

Mrs. Sharer and Mrs. Cambria cleaned out the concession stand. We made \$241 the first week. The new concessionaire *T's Concession* purchased the remaining products. Mrs. Cambria did not charge to work in the concession stand when she did it the first week. The new concessionaire will pay us \$100 per month. They are here during lessons and all afternoon. So this summer we've made \$700 this month. Good job Lenore.

**Ken Butcher resign as Treasurer**

Mr. Butcher submitted his letter of resignation for several reasons. He'll remain on the board. Mrs. Egging was asked to fill the position. Mrs. Sharer made a motion to accept Mr. Butcher's resignation and Mr. Lange seconded. The motion passed. Mrs. Oxford made a motion to accept Kim as the Treasurer and Mrs. Sharer seconded it. The motion passed.

**-Family Dinner/Swim Nights at Pool**

The Business After Hours was a success. There were only 16 people at the JNHS event. There will be a 4-H event on July 22<sup>nd</sup> and Pasta Project some time in August. Mrs. Cambria thought it would be a good idea to incentivize the night by possibly reducing rate. Mrs. Sharer made a motion that a family of 4 can come for \$10 on Family night. Mrs. Oxford seconded it and the motion passed.

### **-Kids' Kingdom Removal**

Mr. Butcher would like to see the large structure donated in its entirety to a group like a church or a family. The caveat is that they will need to come take it down and move it. We'll need to hire a backhoe to get the tires and concrete out. Mr. Lange wants to get involved and will work with Mr. Butcher to decide how to finish and what to do with the remainder of the structures.

### **-GOCO Baseball grant**

The committee met on May 23<sup>th</sup>. Mrs. Sharer reported that she's opened an account. Mrs. Sharer is taking care of the inter-governmental parts of the grant. The grant is due in the beginning of November but they want to review it in September. There was an article in the DCI announcing the beginning of the fundraising for the match.

### **-Pickleball Equipment**

Mrs. Oxford reported on the lock-box she'd like to put on the courts.

### **-Hillman Family**

Brook Hillman is one of our lifeguards. Her dad recently became a quadriplegic in an accident. There was discussion and it was decided that we will do a donation from the Board when there is an official fundraiser.

### **-Sign by the Highway**

We'd like to put a sign by the highway.

### **-SEI and Redwood Arms Promotion**

We will provide discount cards for SEI students and sell pre-paid discount cards to the Redwood Arms.

### **-Barbecue Grill Rental**

The board decided on a \$5 fee to use the gas grill.

### **-Reimbursement of training fees**

A guard asked to be reimbursed for the WSI training fee. There was discussion and it was decided that it is a certificate that they keep for their life and we compensate them for teaching, so we will not reimburse them for that.

### **-Background check policy**

We have never done any background checks. But, in the past we've employed only kids. This year we have two adults as lifeguards. Mrs. Sharer will find out whether or not we can do background checks for people above 18 years of age.

### **-Special District**

Mrs. Egging presented on the meeting she and Mrs. Sharer attended.

- The next time issues of wages come up, the board members who have children who work for the pool, they will sign a conflict of interest statement. They can still vote.
- Mrs. Sharer also asked if we have a Service Plan (overall goals). This apparently needs to be filed with the state government. Mrs. Sharer would like to see it. It can be a statement like the Mission Statement. It may be called a Statement of Purpose.
- Mrs. Sharer confirmed with Lenore that we have the proper insurances for the Board and the Employees.
- We need to confirm that our bylaws include an emergency meeting clause.
- Mrs. Sharer will also confirm that we have Indemnification Resolution.
- BCC emails will be allowed.

## **New Business**

### **Administrator's Report**

#### **-Audit Exemption approved**

We've paid the auditor and got approval from the state

#### **-Business After Hours**

It wasn't super well attended but it was a nice event. Ken Butcher suggested we get name tags.

#### **-K8 swim day**

We had 110 kids swimming morning and another 110 in the afternoon on the last day of school. Mrs. Cambria will make sure Paonia knows about it. Mrs. Oxford wants to put on the agenda for next meeting to have school swim lessons through

a grant. Mr. Butcher also wants to put some activities for the adults. Mrs. Sharer has heard complaints about the lawn going brown. Our trees aren't looking good. Some adults want lap swim day all day long. Mr. Butcher mentioned a driving range and a bicycle path. Maybe next mission we can revisit our Service Statement and the Master Plan. We would like to start an email list. Can the guards sweep through the bathrooms to make sure trash is picked up and the toilets are flushed.

**Correspondence**

Mrs. Cambria presented the correspondence;

- DCI pool ad
- Letter from Cherry Days they want money, we don't give money.
- Thank you note from Sara Marshall for our support for fun run for Sheep Dog Trials
- Business After Hours Solar and Fire at the Fire Station
- Hope West wants something for their GALA. We did a punch card last year
- Thank you for Spring Fling
- Magazines

**Treasurer's Report - Mr. Butcher**

Not that much difference from last year. We took in \$1,380 in swim lessons.

**Dave Young hours**

Mr. Young has not been able to get everything done. He has kept his hours down, but now needs to know if the Board would OK more hours. There was discussion regarding priorities. Mrs. Sharer requested that he give us a maintenance plan. Mr. Lange will speak with Mr. Young.

Meeting was adjourned at 8:57 p.m.

Respectfully submitted, Niki Richardson, Board Clerk

Approved: \_\_\_\_\_ Dated: \_\_\_\_\_

**Action Items**

- Display of master plan at business after hours