

Island Rec - San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting
January 7, 2010

Commissioner Schoultz called the meeting to order at 5:06 pm on Thursday, January 7, 2010 in the Island Rec Office. Commissioners Schoultz, Zehner, Cumming and Ricks present. Newly elected Commissioner Amy Windrope was sworn in along with re-elected Commissioners Zehner and Ricks. Staff present, Director Thomsen and Admin. Assistant Curtiss.

1. Introduction of Visitors/Public Comment on Non-Agenda Items: Alice Hibbard arrived at 6 pm to address item # 8(c) the Prevention Coalition Contract Proposal.
2. Approval of Minutes of Previous Meeting: Commissioner Zehner recommended adding language to item #5(b) of the December 17, 2009 minutes limiting the time the Dept of Fish & Wildlife can use a portion of Lafarge Park for Marble Butterfly habitat to one year and reiterating there is no future obligation on the part of Island Rec for this project. All approved the minutes of December 17, 2009 as amended.
3. Correspondence:
 - a. Director Thomsen advised receipt of a telephone call asking if program scholarships were available for low-income seniors. Commissioner Schoultz agreed to add the matter under #8, New Business.
4. Approval of Payroll/Vouchers: Without objection payroll and vouchers were approved as presented.
5. On-Going Business:
 - a. State Dept. of Fish & Game/Marble Butterfly Habitat Development – Director Thomsen reported she met with a representative of DF&G as sites were selected for the creation of butterfly habitat. All of the areas selected had no tree growth. DF&G will return to monitor the sites in March & April. The Commission discussed the pros and cons of promoting the project in the media or in the program guide. The Commission agreed the project should be mentioned in the summer program guide with a link to DF&G's web site.
 - b. Office Space Lease Renewal – Director Thomsen requested the Commission recommend the length of the next lease for office space in the Warren building. The Warren's proposed a two year lease with a \$10 per month utility surcharge. The Commission discussed the status of the potential lease of the Pope building, noting the Community Foundation has indicated interest but nothing firm at this time. Commissioner Ricks recommended a shorter term in the event an opportunity arises to lease the Pope building. The Commission agreed to sign a lease for the current space for one year.
6. New Business:
 - a. Fall Program Report – Recreation Specialist Rebecca Clarke reported on the success of the Fall and Winter program in 2009. Rebecca reported the

Touch-a-Truck program drew 150 even in rainy weather. Two Hundred celebrated at the New Year's Eve event. The drop-in sports programs are doing well at serving a wide section of the community. Farmer's Market programs in the fall/winter months do not draw near as many as the summer months. The Christmas tree lighting art activity at about 200 people coming through. The attendance at the annual Halloween party was down a little perhaps due to the high number of kids with the flu. The Commission discussed adding adult art and culture programs in the future.

- b. Prevention Coalition Contract Proposal - Commissioner Schoultz introduced Alice Hibberd. Ms. Hibberd requested the Commission consider authorizing Island Rec to collaborate with the Prevention Coalition to pass through grant funds for the 4-H Challenge program. Ms. Hibberd explained the activities provided by the program and Island Rec's role. As the activities are provided, Ms. Hibberd will submit invoices to Island Rec for payment. Island Rec would in turn submit the invoices to the SJI Prevention Coalition to transfer grant funds to Island Rec and subsequently to Ms. Hibberd. The Commission concurred to approve the request. Commissioner Windrope asked if there were administrative fees available to Island Rec for passing through the grant dollars. Commissioner Ricks noted, in his opinion, that the small amount of funds available for the program, \$3k, were too valuable to use for administrative costs.
- c. Adult Scholarships – Director Thomsen briefed the Commission regarding a request from a low-income senior for a program scholarship. Ms. Thomsen noted scholarships are available for island children for all programs except contracted programs. Contracted programs are those where Island Rec contracts with a provider for the program as opposed to a program directed by staff. The Commission discussed request and the potential loss of revenue if a scholarship is given for a contract program. The Commission concurred to offer this person only, a 50% scholarship if the class does not fill to the maximum.
- d. Administrative Assistant Hired – Director Thomsen advised the Commission that Dodie Swift Taylor has accepted the position of Administrative Assistant as a permanent part-time position.
- e. Board Liaison Assignments – Director Thomsen requested the Commission consider their liaison assignments. All agreed to the following: School & Carter Street Fields – Zehner; Lafarge Park – Cumming; Budget – Ricks; Sailing Foundation – Ricks & Cumming; Dog Park – Schoultz; Trails Committee – Windrope. The County Fair may be assigned as needed.
- f. Board Retreat – The Commission discussed the need for a retreat, for what purpose and when. The Commission concurred to tentatively schedule a fall retreat with an open agenda, perhaps to consider a six year plan and prepare for application for a RCO grant.
- g. Director Vacation – Director Thomsen advised she will be on vacation January 9th to the 24th. The Commission concurred to cancel the regular

meeting scheduled for January 21st. The next meeting will be held on February 4th.

7. Commission Discussion Items. Commissioner Zehner, as liaison for the school and Carter Street fields, advised the issue of the fields may be coming to the forefront in light of the loss of funding for completion of the project and the anticipated loss of Hartman field after the 2010 season. Commissioner Zehner stated he will attend the meetings and repeat Island Rec's position to offer to manage the facility upon its completion with conditions.
8. Adjournment – Without objection, Commissioner Schoultz adjourned the meeting at 7:07 pm.

Submitted by:

Patricia Curtiss
Administrative Assistant

Commissioner Ricks

Commissioner Cumming

Commissioner Windrope

Commissioner Schoultz

Commissioner Zehner