

Island Rec – San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting - November 4, 2010

1. Commissioner Schoultz called the meeting to order at 5:10pm on Thursday November 4, 2010 in the Island Rec office. Commissioners present: Cumming, Roberson and Schoultz. Commissioners Ricks and Zehner joined the meeting later. Staff present: Director Thomsen and Administrative Assistant Swift Taylor.
2. Introduction of Visitors:
Jeremy Talbott (future appointed Commissioner) and Dave Zeretske (Trails Committee).
3. Approval of minutes of previous meeting: Minutes of the Special Meeting held October 27 were approved without objection.
4. Correspondence: None
5. Approval of Payroll/Vouchers: Discussed and approved without objection.
6. Ongoing Business:
Agency Credit Card: Credit card usage was discussed. Director Thomsen was requested to investigate further regarding Costco usage, and to prepare a Policy for approval at the December or January Board meeting.

Trails Committee: Response to request for increasing signage at RH Highlands: Mr Zeretske presented all current information regarding ownership, mapping and signage of the area in question. It was agreed that the existing signs on posts at trail junctions would be made more visible, but that no further signage be provided. Mr. Zeretske was thanked for his presentation and left the meeting at 5:45 pm.

Carter Street Community Fields development: Following lengthy discussion it was agreed that the planning of Island Rec's playground at this location should be actively pursued. Future Commissioner Talbott volunteered to act as liaison for community surveys in 2011. January Board Meeting Agenda should include clarification regarding the overall project.

Blood Borne Pathogen Policy Review: The revised Policy was discussed and adopted without objection.

Driver Policy Amendment: The Driver Policy Amendment was discussed and adopted without objection.

Draft Budget for 2011: The draft budget was discussed and approved based on projected revenue. Director Thomsen was requested to prepare a Resolution to be adopted by the Board.

2010 COLA increase: The minimal staff pay COLA increase (.002%) was approved without objection.

RFP Draft Review: Approved with minor changes.

Audit Update: The State Audit exit interview has been arranged for November 22. Commissioners Schultz and Zehner will attend the noon telephone meeting, together with Director Thomsen.

Island Rec Jackets: It was agreed that jackets with the Island Rec logo would be made available to current and future Board Commissioners.

7. New Business:

Office Closure: Island Rec's office will be closed on Friday November 19th. Director and Staff will be attending the WRPA mid-year conference in Seattle.

Wireless Telephone Policy: The Wireless Telephone Policy is no longer applicable and will be eliminated. Approved without objection.

Dog Park Structure: Lloyd Vaughan of the Lions Club has expressed the Club's wish to donate materials and labor to build a structure at the Dog Park. Commissioner Schoultz will contact Mr. Vaughan to discuss the need for a shade structure in the Small Dog area. Information on County Code, Permits and permission from Browne Lumber, will also be required. Mr. Vaughan will be invited to attend a Board meeting to present a plan for approval.

Board Chair rotation: It was agreed that Commissioner Cumming will take the 2011 Board Chair.

At this point Commissioners Cumming and Ricks together with future Commissioner Talbot left the meeting to respond to an emergency call.

School District Year End Report: Director Thomsen presented the Report. The difference in accounting periods/fiscal years was discussed. The School will be requested to prepare an easy-to-follow but detailed expenditure and revenue report for the Director to present to the Board. Commissioner Zehner suggested that an amendment be made to the Contract to simplify the accounting period. Island Rec's 2010 budget will need to be amended to reflect the School's budget.

Teen Halloween Party: Attendance was disappointing with only around 125 kids, possibly owing to a scheduling conflict with the Haunted House program. Although this is a big project which takes up a lot of staff time, the social benefits are great, and cooperation with other events next year may be investigated.

Upcoming Events:

There are currently programs running seven nights a week at the Fair Building and the Gym.

Volunteer Cathy Kromer is researching how to set up a non-profit organization for the purposes of supporting Island Rec.

8. Commission Discussion Items:

An informal event to show appreciation for outgoing Commissioner Ricks' many years of board membership was discussed. Commissioner Schultz will follow up.

9. Adjournment: The meeting was adjourned at 7:40 pm.

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Ricks

Commissioner Cumming

Commissioner Schoultz

Commissioner Zehner

Commissioner Roberson