

ISLAND REC
SAN JUAN ISLAND PARK AND RECREATION DISTRICT

BOARD OF COMMISSIONERS' MEETING

Agenda – February 1, 2024, 5pm

1. Call to order

- Commissioner Cumming called the meeting to order at 5:00 pm on Thursday, Feb 1, 2023, in the Island Rec Office. Commissioners present: Moalli, Zehner, Eltinge, Miniken.
Staff present: Director Kerry Jack, Recreation Manager Bethany Klassen (recording minutes), and Recreation Specialist Frank Whitney.

2. Introduction of Visitors/Public Comment on Non-Agenda Items

- Dave Stegman from FANS donated a check for swimming lessons \$5000 and an additional \$4000 from their Christmas mailer
- Tessa Nichols
- Carmen Orozco

3. Approval of the January 4, 2024 meeting minutes

Commissioner Cumming moved to approve January minutes; Commissioner Zehner seconded. The vote passed unanimously.

4. Approval of Payroll/Vouchers

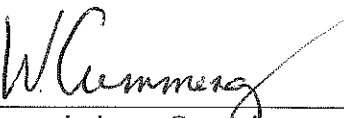
Vouchers for fund 6351 (2023): \$13,223.64
Vouchers for fund 6351 (2024): \$2891.45 and \$10,678.00
Vouchers for fund 6353 (2023): \$4440.73
Vouchers for fund 6353 (2024): \$2227.05
January Payroll totaling: \$58,507.34

5. Old Business:

- Trails Committee Update
 - Locations of Know your Island Walks have been decided and will be made public shortly
 - Commissioner Miniken reported the potential of working with new property owners to finish an incomplete section of the trail to American Camp.
- Staffing Updates – Bethany Klassen
 - Meet Frank Whitney - new Recreation Specialist started Jan. 8th, busy training and learning all of his job responsibilities
 - Seasonal Staff – summer postings will be up before the end of the month including CER Director, CER Assistant Director, Counselors, Sailing Lead, Sailing Assistant, and Dragonfly staff
- Landbank Agreement/Beaverton Valley Marsh
 - Permits are still not finalized
- Batting Cages – No Update
- Recreation Software –
 - staff have been training with RecDesk and moving forward with the transition to the new software; difficult backend structure decisions have been made, programs training is next Monday; first programs to open registration in the new software will be soccer league and pickleball tournament.
 - By the end of March advertising new software and encouraging community members to start making their accounts will take place.

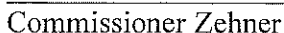
- Summer guides should be in mailboxes by April 15th; the new software will allow us to offer early registration to local families. Summer registration will open April 29th for local families and May 1st for non-residents
 - OPALCO easement projects
 - discussion regarding where OPALCO is at with their potential project; Island Rec's priority remains to keep as many neighbors as happy as possible.
 - Capital Projects
 - Continued discussion about 6-year comprehensive plan and project feasibility studies.
 - Personnel Policy Updates/Discussion – No Update (March/April project)
 - COLA language
 - Salary Schedule
 - ETO
 - Salary Cap
 - Sick/wellness time
6. New Business
- Lafarge/Salmon Recovery project (discussion item) –
 - restoration project is scheduled to restore county shoreline. Director Jack was contacted about the potential of parking trucks for the barge if it became necessary during the project. Commissioners would be open to discussion on a case-by-case basis.
 - 2024 Meeting Schedule –
 - no July meeting due to the holiday, if one is deemed necessary at the time, one will be schedule on another day – delay Jan 2025 meeting to Jan. 9th the following week
 - Resolution 24-01- **A Resolution Authorizing the Opening of an Additional Bank Account at Banner Bank used for Electronic Transactions Received Through New Recreation Registration Software.**
 - Motioned by Commissioner Eltinge seconded by Commissioner Moalli.
 - Passed unanimously.
 - Financial Report- November 2023 (updated); December 2023 (Year-end) –
 - Nov. report was re-reviewed due to an update that was needed after a re-calculation from the county after NSF property tax payments.
7. Director's Report- presented/discussed
8. Commission Discussion Items
- letter from a member of the public was discussed asking for more fitness options for the senior population, in particular strength, cardio and balance. Authors of the letter have been invited to the March meeting and this topic will be added to the agenda.
9. Adjournment- Commissioner Cumming moved to adjourn at 8:12

Next Official Meeting: March 7, 2024


 Commissioner Cumming


 Commissioner Miniken


 Commissioner Eltinge


 Commissioner Zehner


 Commissioner Moalli