

Greater Toledo Pool Recreation District
Board of Directors
Meeting Minutes
August 20, 2019

Directors present: Melinda Baxter, Kay Chambers, Rachael Wallace, Roy Kinion, Peter Vince

Directors absent: None

Staff present: Paul Steenkolk, District Manager

Visitors present: None

1. **Call to Order:** The meeting was called to order at approximately 6:05 pm by Roy Kinion. A quorum was established.

Adjustments to the Agenda: Changes under Unfinished Business

- A. Add swim meet update under item B
- B. Add Parks and Recreation membership under item C

2. **CONSENT CALENDAR:**

- A. It was moved and seconded (PVince, MBaxter) that the Minutes of the July 2 meeting be approved. Motion passed unanimously.
- B. It was moved and seconded (RWallace, KChambers) that the Minutes of the July 16 meeting be approved. Motion passed unanimously.

3. **UNFINISHED BUSINESS/INFORMATION**

- A. Financial Report A Balance sheet was presented to the Board covering the balance of the Bank of the West checking (\$17,407.92) and LGIP Balance (\$614,653.06). Total for both accounts is \$632,060.98. A Profit & Loss Budget vs. Actual report was presented to the Board comparing year-to-date expenditures to money budgeted per line item. An 8.33% expenditure per line time per month is the benchmark we're trying to achieve.
- B. Audit/Review It was moved and seconded (RWallace/MBaxter) to have Roy Kinion sign an Engagement letter to have a one-year contract Grimstad & Associates to provide the review of fiscal year 2018/2019 at a cost of \$4500.00. Motion passed unanimously.
- C. Strategic Plan A rough draft of the Strategic Plan was presented to the Board. The introduction/history still needs to be completed. Ann Stronko has provided us with useful historical data that we can use to satisfy this section. The Board suggested some editing and formatting changes. The goal is to have the plan done for final review within the next 30 days.
- D. Purchase Letter The City of Toledo would like to have a price included in the Purchase Proposal letter that was sent them a few weeks ago. Paul has been unable to find an appraiser to perform an appraisal on the pool property. It was suggested to the District resubmit the letter to the city asking for a 100-year lease option instead of purchasing the property. A letter will be redrafted and submitted this week.

4. REPORTS AND COMMENTS

District Manager

- A. Pool Report/Shutdown – The fall schedule will be beginning on September 16 following our annual shutdown. On the schedule there will be an afterschool recreational swim on Monday, Wednesdays and Fridays starting at 3:30 and ending at 5:00. There will be an afterschool swim club on Tuesdays and Thursdays starting at 3:30 and ending at 5:00.
 - Multiple attempts have been made to contact Jagow & Son to start the project. They were unresponsive. Due to time restraints we have decided to move onto the next lowest quote which was A1 Quality Construction. The reroofing of the front portion of the pool building is scheduled to begin September 2nd.
 - Lighting quotes have been submitted and reviewed by the Board. It was suggested that additional information be obtained regarding the lighting fixtures before a decision is made.
- B. Swim Meet Update – The Summer Swim Team had a meet in Lincoln City on July 23rd. We had 9 athletes compete in various events. It was an all-around success.
- C. Park and Recreation – It was suggested that the District look into becoming a member with Oregon Recreation and Park Association. Paul will follow up on becoming members.

5. Visitors Comments – None

6. Board Comments – Kay would like to have a Board calendar created outlining yearly everts.

7. Adjourn: The meeting was adjourned at 7:42 by RKinion.

Respectfully submitted,
Paul Steenkolk, District Manager