

**Greater Toledo Pool Recreation District
Board of Directors Regular Meeting Minutes
April 29, 2024, 6:00 p.m.
Toledo Library Meeting Room
173 NW 7th Street, Toledo OR, 97391**

Directors Present: Roy Kinion, Rachael Wallace, Kay Chambers, Peter Vince
Amanda Hockema

Staff Present: Interim Director Hal Wallace

Community Members: Jim Chambers

Other: Deb Hite, GTPRD Recorder; Samantha Plummer and Gema Larson, Central Coast Ledgers, CCL;
Braulio Escobar, GTPRD Legal Representative

- 1. Call to Order:** Meeting was called to order by Roy Kinion at 6:05pm
- 2. Roll Call:** A quorum was established.
Adjustments to the Agenda: 4.a. LLC changed to CCL (Central Coast Ledgers); 6. Director's Report was added; 7. Adjourn changed to Recess; 8. changed to Return from Executive Session.
- 3. Consent Calendar:** The minutes were read from the April 8, 2024, Regular Board meeting, a motion to approve was made by R. Wallace and seconded by P. Vince; motion passed unanimously.
- 4. New Business:**
 - a. Consider New Contract with CCL to Include Payroll**—The Board reviewed the contract from CCL that was approved at the 4/8/24 Regular Meeting; R. Kinion signed it. There was additional discussion of the ADP account
 - b. Arrangement with the City Concerning Water Fee**—H. Wallace presented the current water usage agreement; the Board discussed the water usage and costs associated with it. The city's donation to the pool to help cover the cost of the water usage is not going to be continued at this time and will be reviewed after the pool rebuild.
- 5. Unfinished Business/Information:**
 - a. Budget Calendar**—H. Wallace presented an updated calendar; he stated that pre-budget meetings are occurring. There was discussion of the Budget Committee meeting on 5/29/24 and the Budget Hearing on 6/10/24 and what happens at each.
 - b. City/GTPRD Steering Committee update**—Plans of the new pool were reviewed and suggestions made which were then forwarded to Scott Edwards Architecture.
 - c. Pool Lease with the City of Toledo**—The time-line was reviewed and the lease was explained by B. Escobar along with some suggestions he had written up (see attached).

d. PTO Language, Closed Holidays, etc.—H. Wallace presented the PTO guidelines that are currently in the Employee Handbook. There was discussion on amending the handbook to reflect current practice. The Employee Handbook section concerning holidays and holiday pay was reviewed, it was determined that clarification of the wording is needed. The current language on closed holidays and holiday pay was discussed, the section will be updated.

6. Director's Report: H. Wallace questioned the Board on how the GTPRD would like to be billed for their portion of contractor fees. It was suggested that contractors bill GTPRD directly for our accounting purposes. The City of Toledo and the contractors will be notified. H. Wallace reported that the contract with Red Cross and the certification from the Bureau of Labor and Industries had expired, he was able to renew them both. It was suggested to build a Google Calendar with recurring contracts/certifications and to share with the Board and Pool Recorder.

7. Recess to Executive Session: 7:20 p.m.

8. Return From Executive Session: 8:03 p.m. A motion was made by P. Vince to increase the compensation for Interim Director H. Wallace from \$3,500 per month to \$5,000 per month based on a minimum of 130 hours a month; A. Hockema seconded. R. Kinion restated the motion and the vote was called: R. Wallace abstained, four aye votes and no nays; motion passed.

9. Adjourn: R. Kinion adjourned the Regular Meeting at 8:08 p.m.

10. Upcoming Meetings:

- a. May 13, 2024, Board of Directors Regular Meeting; 6:00 p.m. in the Toledo Library meeting room.
- b. May 29, 2024, GTPRD Community Budget Committee Meeting; 6:00 p.m. in the Toledo Library meeting room.
- c. June 10, 2024, Board of Directors Regular Meeting and Budget Hearing; 6:00 p.m. in the Toledo Library meeting room.

Respectfully Submitted,

Deb Hite
GTPRD Recorder