

**Greater Toledo Pool Recreation District
Board of Directors Regular Meeting
December 9, 2024, 6:00 p.m.
Toledo Library Meeting Room
173 NW 7th Street, Toledo OR 97391**

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

Excused: Kay Chambers

Staff Present: Director Hal Wallace

Community Members: Jim Chambers

Other: Deb Hite, GTPRD Recorder; Samantha Plummer and Gema Larson Central Coast Ledgers, LLC;

- 1. Call to Order:** Meeting was called to order by Roy Kinion at 6:03 p.m.

- 2. Roll Call:**
Establish Quorum: A Quorum was established.

- 3. Consent Calendar:**
Minutes: The minutes were read from the November 11, 2024 Board of Directors Regular Meeting.
Action: R. Wallace moved to accept the minutes; P. Vince seconded; passed unanimously.

- 4. Financial Reports:**
 - a. Monthly Recurring**—S. Plummer presented a Patron Usage report, a Revenue and Expenditure Summary along with a Profit and Loss statement (see attached), for the Board to review. There was discussion on moving money to line items that were over the projected budget amount to help balance the statement; S. Plummer will investigate if this is a necessary step for bookkeeping. A request was made to add a percentage of use for Operating Expenses to the Revenue and Expenditure Summary. S. Plummer stated that a reimbursement from the Oregon Lottery Grant for \$318.28 was received. A question was raised by the Board concerning the water bill of \$732.25. H. Wallace believes that the meter is not reading correctly, he will contact the City regarding the issue.
 - b. Expenses over \$1,000**—H. Wallace reported that the battery for the pool's lift chair was approximately \$1300.00.
 - c. Auditor's Report**—S. Plummer submitted the 2023/2024 documents, hopefully this concludes this audit.

- 5. Director's Report—H. Wallace**

- 6. Pool Project Steering Committee**—H. Wallace stated that the RFP is being worked on and should be completed this month. M. Adams, Toledo City lawyer, is working on the IGA between the City and GTPRD. There is a meeting between the City and GTPRD

representatives on Wednesday to work on the document. It was decided to have a meeting on next Monday, the 16th to review the IGA.

7. Information/Staff Reports:

- a. Website Update**—H. Wallace reviewed the new and improved website that launched today. The site includes: Board and Staff pictures with biographies of each, history of the pool and the ability for patrons to pay on line for swimming and events. The board recommended to make sure everything is clear, understandable and easy to navigate on a smart phone. Some improvements were suggested and they will be passed on to the website developer, Misty Lambrecht.
- b. Update on SDAO Financial Consultation**—H. Wallace spoke with the SDAO representative, and he will be available soon. H. Wallace will ask him to attend the meeting on December 16, 2024.

8. Action Items:

- a. Resolution 2024-25/03**—H. Wallace presented a resolution to add an additional holiday to the employee handbook, Juneteenth (June 19), which is a federally recognized holiday. After some Board discussion R. Wallace moved to accept Resolution 2024-24/03; P. Vince seconded. R. Kinion called for a verbal vote: P. Vince, Yea; R. Wallace, Yea; A. Hockema, Yea; R. Kinion, Yea; K. Chambers, absent. The motion passed unanimously. R. Kinion signed Resolution 2024-25/03.
- b. Insurance Crime Coverage**—H. Wallace stated he was contacted by the GTPRD insurance carrier regarding the amount of Crime Coverage that the Board wants, currently it is \$750,000. After some discussion it was decided that H. Wallace inquire about what is an adequate amount of coverage when he goes to his Risk Management workshop later in the week. He will report on his findings at the December 16, 2024 meeting.

9. Comments:

- a. Public Comments**—A member of the community reiterated to continue to push for the completion of the RFP. Another person requested that pool staff, and especially the front desk people, wear name tags to make it so the patrons know whom they are talking to. The Board agreed that it was a good idea. Questions on the new construction time-line was also asked. It was explained that we are not as far along in the process as we had hoped and that the pool would probably operate into the summer. It was stated by H. Wallace that the website will be providing information on the construction time-line when dates become available.
- b. Board Comments and Take-Aways**—The Board congratulated staff for stepping up and taking on more responsibilities, particularly Tiger Doyle and Nikki ????. P. Vince commented that a 14-year-old swimmer from Corvallis has been using the GTP to train for upcoming meets; H. Wallace will follow up the family to find out how the person does.

10. Upcoming Meetings:

- a.** December 16, 2024, Board of Directors Special Meeting; 6:00 p.m. in the Toledo Library meeting room.

- b. January 13, 2025, Board of Directors Regular Meeting; 6:00 p.m. in the Toledo Library Meeting room.

11. Adjournment—R. Kinion adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Deb Hite
GTPRD Recorder