

**Greater Toledo Pool Recreation District
Board of Directors Regular Meeting
Minutes
September 8, 2025, 6:00 p.m.
Toledo Library Meeting Room
173 NW 7th Street, Toledo, OR 97391**

Directors Present: Peter Vince, Rachael Wallace, and Kay Chambers

Board Members Excused: Roy Kinion and Amanda Hockema

Staff Present: Hal Wallace

Community Members: Jim Chambers

Other: Deb Hite, GTPRD Recorder; Samantha Caskey (Plummer), Central Coast Ledgers LLC.

- 1. Call to Order:** Meeting was called to order by Vice President Peter Vince at 6:05 p.m.
- 2. Roll Call:**
Establish Quorum: A quorum was established.
- 3. Consent Calendar:**
Minutes: The minutes were tabled until the October 13, 2025, meeting because two of the board members present were absent for the last meeting.
- 4. Financial Reports:**
 - a. Monthly Recurring—**S. Caskey distributed the following documents (see attached): patron count, profit and loss, bill payments and expenses, and revenue and expenditure summary. A comment was made on the amount received from the interest off of the LGIP on the profit and loss statement, \$7,688.37. A question was asked concerning the refund of \$120 for swim lessons; one student could not attend due to illness, and another enrolled student went elsewhere. S. Caskey explained that the profit/loss statement shows patron revenue and net operating income. She also pointed out that #43 from the revenue and expenditure summary, Total Operating Exp. Excluding Payroll, was added to the summary. The reimbursements from the lottery were reviewed. There was discussion concerning the state grant; \$600k is the cap for startup costs; H. Wallace will explore what “startup” costs include. S. Caskey requires clarification on what source of money the hosting of meetings should use. She will follow up and report back.
 - b. Expenses over \$1,000—**None
- 5. Director’s Report/Staff Reports and Updates—**H. Wallace emailed his report to the board prior to the meeting; a copy has been attached. K. Chambers inquired if copies of the Steering Committee minutes, IMS and Scott Edwards meetings, were being filed in the pool office. H. Wallace stated they were not, but past and future copies will be filed in a separate notebook. H. Wallace will add D. Hite to the distribution list so they can be readily filed. There was a discussion regarding recreation and lap swims on the weekends: increase

recreational swim by an hour and decrease lap swim by an hour. H. Wallace will work on it. P. Vince asked about the patron bulk email. H. Wallace stated Misty Lambrecht, the website consultant, will be handling the setup of the system.

6. Pool Project:

- a. **Hazardous Material Results**—H. Wallace stated it takes up to a month for the report to be sent.
- b. **Updates**—P. Vince presented a schematic of one of the proposed plans for the new pool. Cost-cutting ideas were discussed, such as retrofitting and expanding the current dressing rooms in phases. There was discussion of single-use change rooms/showers. It was stated that the bulk of the money to be spent should be put into the actual pool itself; that led to a discussion of having a 5 -or 6-lane pool. It was decided that until actual cost amounts were presented, nothing could be decided. H. Wallace discovered that there is an additional 18 months for using the lottery funds and that there were mistakes in the original grant that need to be corrected.

7. Action Items—None

8. Comments:

- a. **Public Comments**—It was mentioned that total estimated costs need to be received before a final design can be decided on.
- b. **Board Comments and Take-Aways**—K. Chambers asked H. Wallace if he has been in contact with Newport's pool director concerning membership options when the Toledo pool closes. H. Wallace stated that Newport will bill Toledo pool for the difference in monthly memberships but not on a daily use basis, it would cause too much paperwork. She also inquired about Newport hiring some of our employees during the shut-down, H. Wallace stated that they are on-board with the idea. Another question was asked about upcoming swim lessons and if they had been scheduled. H. Wallace stated he has spoken with TOES but no dates have been set, they will hopefully be happening soon. It was reiterated that the pool project minutes be filed in the office. R. Wallace said that while she was in Europe with the Toledo High students, they took a swim in the Mediterranean and it was great. She noted that several of the students were not great swimmers.

9. Upcoming Meetings:

- a. September 22, 2025, Board of Directors Meeting; 6:00 p.m. in the Toledo Library meeting room.
- b. October 13, 2025 Regular Board of Directors Meeting; 6:00 p.m. in the Toledo Library meeting room.

10. Adjournment—P. Vince adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Debra Hite, GTPRD Recorder