

# Meeting Minutes

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## CHRISTMAS VALLEY PARK & RECREATION DISTRICT

### Regular Board Meeting

Tuesday, January 10, 2017 at 9:00 a.m.

Christmas Valley Park and Recreation Office

#### **Opening Meeting:**

Meeting called to order at 9:08 a.m. by

Also present were:

Board Chairperson, Shara Shumway.

Board Member, Glenna Wade

Board Member, Barbara Ferrando

Board Member, Wanda Lanier

Board Member Ron Wilson

Patty Effingham

and Office Manager, Mark Joseph Russell

#### **Financial Report:**

Patty distributed copies of the financial report to the Board members for review.

#### A motion was made

by Ron Wilson to accept the financial report, and pay all the bills,

It was seconded by Barbara Ferrando.

All ayes – motion passed unanimously.

Our “Doing Business As” name renewal for **North Lake Park and Recreation** was signed by Shara Shumway.

Ron had applied for a small grant for “Ergonomic” items for the district, to include a standing desk for Mark, and a good step ladder. The approval paperwork came through.

Patty presented draft copies of the audit to board members for their review.

#### **Minutes:**

Minutes from the December 13, 2016 meeting were read.

#### A motion was made

by Barbara Ferrando to accept the minutes as read

It was seconded by Wanda Lanier.

All ayes – motion passed unanimously.

\*at this point Patty left the meeting

#### **Rodeo Grounds:**

Ron reported that the facilities at the Rodeo Grounds have been winterized.

**Library:**

Mark reported on communication he'd had with Amy Hutchinson of the Lake County Libraries concerning the internet connection shared by the library. Amy suggested that March 17<sup>th</sup> was a reasonable date by which they could have their own connection. Mark recommended to the board to set a deadline date of March 17, 2017 for the library to have their own connection, at which time the cable from Park and Rec. would be disconnected.

**A motion was made**

by Ron Wilson to set the deadline date of March 17, 2017 (or sooner) for the Christmas Valley Branch Library to have their own internet connection, and to disconnect the cable between the buildings at that time.

It was seconded by Barbara Ferrando.

All ayes – motion passed unanimously.

**Community Hall:**

Barbara requested that the area in front of the Community Hall be snow-plowed.

A water leak in the wall between the bathrooms has been reported. Ron is going to investigate the cause and a solution. Ron will seek out hiring a temporary worker to assist with whatever needs to be worked on there.

Events at the Community Hall in the immediate future have been cancelled.

**Airport:**

Ron reported that the finalization of the improvement project at the airport is being held up by the need of a governmental entity approving the GPS “beacon” installation. He is hopeful that all of it will be finalized a month from now.

**Safety Meetings:**

Shara encouraged the board members to do the online safety training sessions.

**Golf Course:**

Ron reported that Shawn Burberick, after surgery and treatment, is a changed man. Other board members attested to this as well. There was significant discussion.

**A motion was made**

by Ron Wilson to re-hire Shawn as grounds keeper for the 2017 golf season.

It was seconded by Barbara Ferrando.

Three ayes (Ron, Barbara, Wanda) Two nays (Glenna, Shara) – motion passed.

**Office/Desert Whispers:**

Shara brought up concerns that some members of the public had voiced to her concerning Mark being at the Park and Rec office at odd hours, outside the normal workday schedule, and questioning if maybe a second business was being run in the Park and Rec building. Mark's current schedule allows for 4 “flex” hours each week to be worked at whatever hours are most convenient for Mark in relation to the work load. This allows him to spend more uninterrupted time working on Desert Whispers prior to deadlines. Any additional time worked is appropriately noted on Mark's timecard.

\*at this point Wanda left the meeting

Mark reported the difficulties he was having contacting Internet Extension for customer support. The Park and Rec website is currently not accessible for editing and updating and it is unknown when/if this will be resolved. The current issue of Desert Whispers has not been uploaded. The meeting minutes from the last two board meetings have yet to be uploaded. Mark suggested to the board that a different internet provider/web host service be considered. It was the general consensus of the board for Mark to check into other options and report back.

**Grants:**

Ron read a document outlining information and training for applying for grants. A rehabilitation grant was briefly discussed as a possibility for funds to work on the Lake area.

**Closing**

A motion was made

by Glenna Wade to adjourn the meeting.

It was seconded by Ron Wilson.

All ayes – motion passed.

Meeting was adjourned at 10:08 a.m.

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Respectfully submitted by Mark Joseph Russell.