

MINUTES- REGULAR MEETING

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

February 28th, 2023

3:00 p.m.

The Shore Metro Park District Board of Commissioners is now meeting in person. The new location for Board meetings is the Shore Aquatic Center at 225 E. 5th. St. Port Angeles, WA. In order to comply with the State of Washington's Governor's rules relating to COVID-19, there is limited space for the public to attend in person. To allow for adequate public attendance and public comment, we are providing a zoom link you can log into and listen in and see the meeting. We will take public comment at the beginning and end of the meeting. Please raise the hand button if you would like to make a public comment. Any questions can be sent to our Clerk of the Board, Virginia Smith at Virginia@sacpa.org.

COMMISSIONERS

RANDY JOHNSON, LATRISHA SUGGS, CHARLIE MCCAUGHAN, GREG SHIELD, MIKE FRENCH

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner Johnson called the meeting to order at 3:05pm. Also present were Commissioners Suggs & Shield; McCaughan & French were not in attendance.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CLSm to approve, CGSs, mc

PUBLIC COMMENT- none

CONSENT AGENDA

- Minutes for January 24th, 2023
- Ratification of the December 1st-31st bill payments in the amount of \$838,713.79
- Ratification of the January 1st-31st bill payments in the amount of \$305,238.17

ACTION TAKEN: CGSm to approve consent agenda, CLSs, mc

AGENDA ITEMS

- 1a Discussion of In-House Bookkeeping- In the past, the district has used Charlie McClain with McClain & Crouse for all accounting services. Due to the recent sale of the firm, Steve has reported less availability so wanted to receive the Board's approval of an interview led by Stan Creasey- district treasurer- of in-house bookkeeping services offered by a current employee with these qualifications and experience. The Board gave their unanimous blessing.

ITEMS FOR DISCUSSION

- 2a Executive Director Report- Steve briefly brought up the possibility of a job-sharing opportunity with other businesses for the need of a yearly or quarterly electrical maintenance worker. Steve to do the leg work on putting together the position proposal to other agencies. Additionally, Steve reported the success of a recent in-house maintenance project in isolating the spa with its own boiler system and look forward to the hopeful conservation in the electric bill as a result.
- 2b Financial Report- Stan put together a preliminary report for the Board comparing 2022 actuals to budget and projected 2023 numbers in revenue and expenses.
- 2c Staff Report- Jessica reported having attended the Port Angeles High School Job Fair, giving out 70 applications, adding that staffing is always an issue but having competitive

wages and staff bonuses when referring a new employee have been helpful. Jessica highlighted recent and upcoming events including Spring Break Camp, Egg Day community event featuring our Shore Bunny, Date Nights and Party Rentals full and a hit among families, and upcoming involvement in the Home Show the weekend of March 18th & 19th. Lastly, there will be a community survey with a QR code going out for facility and event feedback, program ideas and recommendations, and more.

2d Advisory Committee Report- none

PUBLIC COMMENT- none

NEXT MEETING DATE

The next WSMPD meeting will be held on March 28th, 2023 at 3:00 p.m.

ADJOURNMENT

Commissioner Johnson adjourned the meeting at 4:15pm.

PASSED AND ADOPTED this twenty-eighth of March 2023.

William Shore Memorial Pool District Commissioners

Randy Johnson, President

ATTEST;

Virginia Smith, Clerk