

MINUTES

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

March 25, 2014

3:00 p.m.

COMMISSIONERS

MICHAEL CHAPMAN, BRAD COLLINS, MIKE DOHERTY, CHERIE KIDD, ANNA MANILDI

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner Mike Chapman called the meeting to order at 3:02 p.m. Also present were Commissioners Manildi and Collins, Kidd and Doherty.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ADD: 1G Swearing in of 2014 Commissioners Doherty and Kidd

ACTION TAKEN: CBCm to approve the agenda as presented, CCKs, mc

PUBLIC COMMENT – Agenda Items Only

No Public Comment

ACTION ITEMS

1a Minutes of February 25, 2014

ACTION TAKEN: CBCm to approve as amended, CAMs, mc

1b Ratification of the March 5, 2014 bill payment in the amount of \$37,724.48

ACTION TAKEN: CBCm to ratify, CCKs, mc

1c Ratification of the March 11, 2014 bill payment in the amount of \$20,111.61

ACTION TAKEN: CBCm to ratify, CAMs, mc

1d Policy 375 – Comprehensive Facility Maintenance

Steve Burke explained this policy will spell out how the guidelines of upkeep of the equipment at the pool

ACTION TAKEN: CAMm to approve the policy 375, CBCs, mc

1e Policy 270 – Information Technology Policy

Steve shared the insurance carrier asked to have an additional section added regarding password policy.

ACTION TAKEN: CCKm to approve the policy 270 as updated, CAMs, mc

ITEMS FOR DISCUSSION

2a Executive Director Report

Steve Burke shared there were two audits done this month. The Washington State Auditor completed their three-year audit and had no findings or recommendation. Our insurance audit was last week and the only recommendation was to add the password information to the IT policy.

Steve shared that someone removed the cores from the outside door locks, the locks have been changed and the total cost will be on next month's bill ratification.

The energy audit is nearly complete and Steve expects to receive \$200,000 rebate.

2b Financial Report

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Charlie McClain explained the budget and finance report in detail and answered questions from the board.

ACTION TAKEN: CMCm to approve, CAMs, mc

2c Staff Report

Leah Gould shared a PowerPoint slideshow of the first annual cardboard boat races. She presented the board with a signed poster board with all of the participant's signatures. There were 60 participants (30 teams), each contestant received a certificate of participation, and the Peninsula Daily News did a nice article about the event. Donations were received from Sunset Wire & Rope, Hartnagel's, and Swains, Safeway and Albertsons.

The next special event will be held on April 6th and will be the 7th annual Eggstravaganza.

2d Advisory Committee Report

Michael Jakubcin shared the advisory committee met with Leah Gould attending. Their main concern was deciding what day/time of each month to meet. Those present came up with the third Tuesday of each month beginning at 5:10 at the PA library coffee room.

PUBLIC COMMENT

No Public Comment

NEXT MEETING DATE

The next regularly scheduled WSMPD meeting will be held on April 22, 2014 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

ACTION TAKEN: CMC adjourned the meeting at 3:26 pm

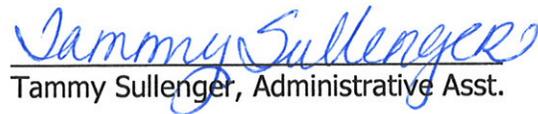
PASSED AND ADOPTED this twenty-second day of April 2014

William Shore Memorial Pool District Commissioners



Michael C. Chapman, President

ATTEST:



Tammy Sullenger, Administrative Asst.

KEY TO ABBREVIATIONS:

CMC	Commissioner Mike Chapman	m	moved
CBC	Commissioner Brad Collins	mc	motion carried
CMD	Commissioner Mike Doherty (Howard V. Doherty, Jr.)	s	seconded
CCK	Commissioner Cherie Kidd		
CAM	Commissioner Anna Manildi		
WSMPD	William Shore Memorial Pool District		