

MINUTES

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

July 26, 2011

3:00 p.m.

COMMISSIONERS

MICHAEL CHAPMAN, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST, CHERIE KIDD

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

CCK called the meeting to order at 3:00 p.m. CMC, CCK, CPD and CMD. CGH is excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ADD - Action Item 2 – Ratification of the June 28, 2011 bill payment in the amount of \$23,401.97

ADD - Action Item 5 – Resolution Authorizing the Executive Director to Approve Changes in Existing Contracts

ACTION TAKEN: CMCm to approve the amended agenda, CPDs, mc

PUBLIC COMMENT – Agenda Items Only

There was no public comment.

ACTION ITEMS

1 Minutes of June 28, 2011

ACTION TAKEN: CMCm to approve the June 28, 2011 minutes with changes as discussed, CPDs, mc.

2 Ratification of the July 12, 2011 bill payment in the amount of \$25,282.05

Steve Burke addressed the board and explained the bills in detail as well as answered questions from the board.

ACTION TAKEN: CMCm to ratify the bill payment dated July 12, 2011 in the amount of \$25,282.05, CPDs, mc

Ratification of the June 28, 2011 bill payment in the amount of \$23,401.97

ACTION TAKEN: CMCm to ratify the bill payment dated June 28, 2011 in the amount of \$23,401.97, CMDs

3 Policy 560 – Budgeting and Financial Forecasting

Charlie McClain explained this policy has been presented to the financial committee. This policy will give the district some guidelines for the future. It also states the district will have at least three months of operating expenses in the general fund and allows the district to look at more than one year of forecasting in the future. CMD asked about a wish-list or a foundation that could be established for the pool, Steve shared that the “friends of the pool” concept is something they will be expanding on in the near future.

ACTION TAKEN: CPDm to adopt policy 560 – Budgeting and Financial Forecasting, CMDs, mc

4 Amendment to 2011 Budget

Steve distributed two different documents to the board and explained each line item in detail and answered questions from the board.

ACTION TAKEN: CMCm to adopt the amendment to the 2011 budget, CMDs, mc

AGENDA for the Meeting of July 26, 2011

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS

Page 2

- 5 Resolution Authorizing the Executive Director to Approve Changes in Existing Contracts
ACTION TAKEN: CMCm to approve the resolution authorizing the executive director to approve changes in existing contracts related to scheduling use of the facility, CPDs, mc

ITEMS FOR DISCUSSION

- 6 Executive Director Report
- The energy audit is underway and the equipment to monitor usage has been removed and the results will be reviewed and brought back to the board
 - The City of Port Angeles is currently getting an estimate to fix the driveway right of way issue. Steve will update the board at the next meeting.

- 7 Budget and Finance Report
Charlie explained the budget and financial report in detail.

- 8 Staff Report
Erika Salgado shared the following:
- July lessons went well and the numbers are down from the month of June.
 - There will be a total of 65 classes offered in August.
 - There are 26 staff members that are certified to teach lessons with 15 that are currently teaching.

Leah Gould shared the following:

- Patty Reifentahl donated her time to teach a lifeguarding class for 15 people. Three lifeguards from the class were hired at the pool.
- There may be a possibility to host a lifeguarding at the Forks swimming pool.
- An application has been submitted to be considered for hosting the Aquatic Exercise Association (AEA) state-wide certification event at the pool. If accepted and chosen the staff of the pool would be eligible for a 75% discount on the certifications. If the pool is chosen the AEA pays the pool to host the event.
- The Port Angeles Swim Club hosted a swim meet on July 9-10. A Para-Olympics National record was set during that meet.
- Hosting Senior Games in August 27th from 12:00 – 5:00. They are looking for volunteers to help with this event.
- The air circulation motor broke down for a couple of days but has been fixed.
- There was some primary rescue equipment as well as the back-up broke. Parts have been ordered to repair both of them.
- The men's locker room lockers came off of the wall; Bob Petty has repaired the lockers but has added this to the wish-list of things that need to be replaced.
- Red Cross is increasing their instructor and certification fees considerably. An example is the rate for a certification that used to be \$4-8 has now been increased to \$38-58 dollars depending on the certification.

- 9 Advisory Committee Report
There was no report from the advisory committee.

AGENDA for the Meeting of July 26, 2011
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS
Page 3

PUBLIC COMMENT

There was no public comment.

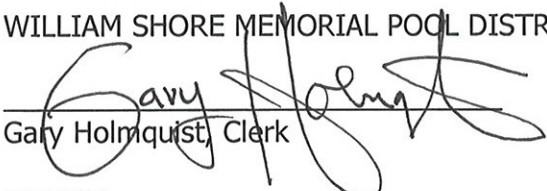
FUTURE AGENDA ITEMS

ADJOURNMENT

CCK adjourned the meeting at 4:08 p.m.

PASSED AND ADOPTED this 23thnd Day of August, 2011

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS



Gary Holmquist, Clerk

ATTEST:



Tammy Sullenger, Administrative Asst.

KEY TO ABBREVIATIONS:

CCK	Commissioner Cherie Kidd	m	moved
CDD	Commissioner Patrick Downie	mc	motion carried
CGH	Commissioner Gary Holmquist	s	seconded
CMC	Commissioner Mike Chapman		
CMD	Commissioner Mike Doherty (Howard V. Doherty, Jr.)		
WSMPD	William Shore Memorial Pool District		