

MINUTES

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160
Port Angeles, Washington
August 24, 2010 3:00 – 4:00 p.m.

COMMISSIONERS

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

CMC called the meeting to order at 3:03 p.m. All Commissioners were present.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

PUBLIC COMMENT – Agenda Items Only

There was no public comment

ACTION ITEMS

- 1 Minutes of July 27, 2010
On the second page reference to WSI should be water safety instructor course not Washington safety instructor course.
ACTION TAKEN: CPDm to approve as amended, CMDs, mc
- 2 Vouchers for the Period Ending August 24, 2010
Charlie explained all of the vouchers that were submitted and answered questions from the board.
ACTION TAKEN: CGHm to approve the vouchers for the period ending August 24, 2010 for a total of \$43,071.98, CCKs, mc
- 3 Port Angeles Swim Club Agreement
Craig Miller asked the agreement be approved with the contract with no footer with an addition of the corrected exhibit A from Tom Bock and amended exhibit b from Jayna Lafferty.
ACTION TAKEN: CPDm to approve the use agreement between the WSMPD and the Port Angeles Swim Club as modified and discussed in the meeting, CCKs, mc
- 4 Port Angeles School District Agreement
Steve Burke explained the contract and a change from the last contract, payment is made differently but the bottom line remains within 10% of last year. Jayna asked if the official rules of the pool can be added to the contract.
ACTION TAKEN: CPDm to approve the Port Angeles School District contract with the additions as discussed, CCKs, mc
- 5 Executive Director Search Process
CMC explained that Jayna Lafferty, Interim Executive Director is contracted with the WSMPD until the end of the year. The finance committee discussed hiring a part-time executive director and explained their reasoning. The proposed search will begin this fall with a possible starting date for of January 1, 2011. The proposal includes an hourly rate with benefits to be discussed upon employment. The position would work more with the administrative duties of the pool and the supervisors would be given more responsibilities with the aquatics section. One issue that was brought up is the request to have a supervisor at the pool at all times, this is currently

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not being accomplished two days a week. The lead lifeguard that is acting in the capacity of a supervisor and there are on-call supervisors if needed.

CGH feels the district is still on a sharp learning curve and hiring a part-time director will give a good sense of where the district needs to go from here. CPD inquired about the rate of pay that will be offered to get the expertise to handle the job. The advertisement will ask for a letter of interest and resume. The rate of pay will be discussed when the interviews are conducted and the person hired will have the ability to look at the staffing model and decide if the current staffing levels are adequate.

ACTION TAKEN: CCKm to move forward with advertising the position for part-time Executive Director for the WSMPD, CMDs, mc

ITEMS FOR DISCUSSION

6 Financial Committee Update
Charlie distributed the financial statements for one and seven-months ending July 31, 2010. He explained the statements look different and feels the new format creates a more realistic figure by using the budgetary figures proposed by the district.

7 Activity Report/Staff Update
CPD asked about the mood of the patrons at the pool and Jayna shared she feels the patrons are confident the pool will be open and the consistency of the staff has improved greatly. Supervisor Leah Gould shared that some of the programs offered have been well received and the quality of the programs being offered is spreading throughout the community.

The Water Safety Instructor course was taken by five pool staff who all obtained certification.

Currently the pool covers are being used Tuesday, Thursday, Saturday and Sunday however they are experiencing high chloramines levels. Because of the high levels the covers will be used on Monday, Wednesday and Friday to allow not more than two days at the time with the covers on to see if the levels even out. She distributed a document that explained the savings of using the covers and some of the costs that are involved.

8 Advisory Committee Update
Steve Burke shared the engineering team that was hired for the structural review will be visiting the pool next week and hope to have a report to present at the next meeting. He shared that roof needs to be pressure washed and Bob Petty from the City of Port Angeles has enough time allotted in his contract to be able complete this task.

PUBLIC COMMENT

There was no public comment

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FUTURE AGENDA ITEMS

Engineering report
Update on Executive Director Recruitment
Policies and procedures

NEXT MEETING DATE

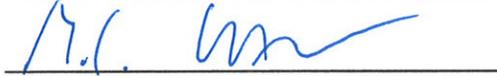
The next meeting will be held on September 28, 2010 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

CCKm to adjourn the meeting at 4:18 p.m., CPDs, mc

PASSED AND ADOPTED this 28thth day of September, 2010

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS



Michael C. Chapman, President

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		