

# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

April 22, 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 3:03 p.m. Also present were Commissioners Collins, Kidd, and Manildi. Commissioner Doherty is excused.

#### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** CCKm to adopt the agenda as presented, CBCs, mc

#### PUBLIC COMMENT – Agenda Items Only

None

#### ACTION ITEMS

- 1a Minutes of March 25, 2014  
**ACTION TAKEN:** CBCm to approve, CAMs, mc
- 1b Ratification of the April 2, 2014 bill payment in the amount of \$37,555.36  
**ACTION TAKEN:** CBCm to approve, CAMs, mc
- 1c Ratification of the April 19, 2014 bill payment in the amount of \$35,041.35  
**ACTION TAKEN:** CBCm to approve, CAMs, mc  
It was noted the electric portion of the March bill was down about 35 percent. Burke explained that the boiler hasn't been on for about a month.
- 1d Policy 512 – Capital Improvement Plan Policy  
Burke explained that the policy creates a process for developing a long-term capital improvement plan and noted that any spending needed authorization of the board.  
**ACTION TAKEN:** CBCm to approve, CCKs, mc
- 1e Policy 452 – Family Medical Leave Act (FMLA)  
Burke explains this is a revision that only changes the first sentence to clarify that if there are fewer than 50 employees FMLA it is not required, but mandatory for over 50.  
**ACTION TAKEN:** CAMm to approve, CCKs, mc

#### ITEMS FOR DISCUSSION

- 2a Executive Director Report – Steve Burke  
Burke reports they are expecting a rebate check (\$200,000) for some of the energy upgrades by the end of the month. They will issue a press release when it is received and payoff the County for the original loan.  
  
He announced that the pool received the Spotlight Award for recycling an older building and making it more energy efficient that most in the state. Two pools in Washington were recognized – a new one and William Shore Pool. He pointed out it's about \$25 million for a new pool and recreation center and that the William Shore Pool was retrofitted for \$2 million. He shared that because the District saved earlier on, they are now the "go to" for how to do it.
- 2b Financial Report – Charlie McClain

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McClain indicates they are waiting to pay off the County until they reconcile April. They want to make sure they have the funds available without jeopardizing other payments. He explained that March revenue is consistent and about \$18,000 ahead of last year even after the improvements. The net income for January-March is about \$13,000 ahead of last year. He points out most of the revenue is due to increased admissions.

- 2c Staff Report – Christi Wojnowski  
Working on programming for Spring break. They’ve reached out to daycares, Parks and Recreation, and the YMCA. They’ve tried some swim clinics with about 20 kids separated into skills groups and condensed lessons. They held an Easter Extravaganza with about 90 participants. Saturday, April 1 is a state sponsored safety event involving the Coast Guard and Olympic Paddlers. She announced they have added some adult swim clinics on Saturday mornings.
- 2d Advisory Committee Report – Gregg Shield  
None.

**PUBLIC COMMENT – None.**

**EXECUTIVE SESSION**

Board recessed from 3:32 p.m. to 3:51 p.m. for an executive session to discuss agency matters relating to personnel.

**NEXT MEETING DATE**

The next regularly scheduled WSMPD meeting will be held on May 27, 2014 at 3 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**

**ACTION TAKEN: CBCm to adjourn, CAMs, mc and meeting adjourned at 3:52 pm.**

PASSED AND ADOPTED this twenty-seventh day of May 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		