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# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

October 25, 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 3:03 p.m. Also present were CGH, CMC, CPD. CMD is excused.

#### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** CMCm to approve the agenda as presented, CGHs, mc

#### PUBLIC COMMENT – Agenda Items Only

There was no public comment.

#### ACTION ITEMS

- 1 Minutes of September 27, 2011  
**ACTION TAKEN:** CMCm to approve the September 27, 2011 minutes as presented, CGHs, mc.
- 2 Ratification of the September 26, 2011 bill payment in the amount of \$25,453.96  
**ACTION TAKEN:** CMCm to ratify the bill payment dated September 26, 2011 in the amount of \$25,453.96, CGHs, mc
- 3 Ratification of the October 11, 2011 bill payment in the amount of \$23,306.72  
**ACTION TAKEN:** CMCm to ratify the bill payment dated October 11, 2011 in the amount of \$23,306.72, CGHs, mc
- 4 2012 Strategic Plan  
Steve met with all of the board members to see what changes they would like incorporated. This will be a report that is visited each year during the budget time. This lays out a plan for the district for the next five years and the direction the district is headed.  
**ACTION TAKEN:** CMCm to approve the 2012 Strategic Plan, CPDs, mc

#### ITEMS FOR DISCUSSION

- 5 Executive Director Report  
-Presentation of Life Saving Award  
Steve Burke introduced the Mayor of the City of Port Angeles, Dan DiGuilio and the Port Angeles Fire Chief, Dan McKeen. Mr. McKeen shared some statistics about near drowning and commended the lifeguards involved in saving the life of a child in May 2011. Mayor DiGuilio read and presented a proclamation to each of the lifeguards involved and thanked them for doing such a great job in saving the youth who nearly drown in the pool.  
  
Steve Burke thanked the staff for "Stepping Up" to the expectations of the lifeguarding position. The lifeguards will also be receiving a Red Cross Hero's award on November 5 at Seven Cedars Casino.

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-Presentation of Mural Artwork for Building

Steve introduced Jim LeBeck, the artist who created the murals that will be installed on the building. The artwork will have a protective coating and will be removable. Steve explained the placement of the murals and stated they will be installed on the building by the end of November.

-2012 Budget Presentation

Steve Burke explained the budget numbers will continue to change over the next month until the final numbers are brought to the board in November for approval. Steve talked about the capital improvements and Charlie worked to establish the pool could afford to pay out \$75,000 per year and equates to \$800,000 in capital improvements over the next twelve years.

Charlie gave a summary of where the district has been and where it is going.

-Energy Survey Completion Update

The report will be completed in the coming weeks and will be brought back to the board at the next meeting. Some of the information is included in the strategic plan that was presented at the meeting.

The murals will be placed by the end of November.

6 Budget and Finance Report

Charlie explained the budget and financial report in detail.

There will be a finance committee meeting prior to the next WSMPD meeting to discuss any changes in the budget that need to be made. The final draft of the budget and tax levy certification will be presented at the November 22, 2011 meeting.

7 Staff Report

Jenna Bruce shared the following:

- She and Erika attended training at the Great Wolf Lodge and thanked the board for allowing them to attend as they gained a lot of knowledge.

Leah Gould shared the following:

- Seth Leighton is now lifeguard certified
- There has been a new aerobics instructor trained to fill-in for the regular instructors
- Leah shared a PowerPoint presentation about the fifth annual Pun'kin Patch IN the Pool. There were a total of 130 pumpkins with 100 of them donated. There was \$1,000 dollars worth of donations. Leah shared a list of the sponsors and thanked them for their support. The theme of this year was "Heroes and Villains" and all lifeguards dressed up in the theme. Total attendance was 208 people; last year's attendance was 78. It was a very successful even that was enjoyed by many.

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- 8 Advisory Committee Report  
Greg Shield shared the committee discussed the pool improvements, energy survey audit and some complaints brought forward by patrons at the last meeting. CCK thanked Greg for his participation and continued involvement with the pool.

**PUBLIC COMMENT**

There was no public comment.

**FUTURE AGENDA ITEMS**

2012 Levy Certification  
2012 Budget Approval  
Energy Survey Audit

**NEXT MEETING DATE**

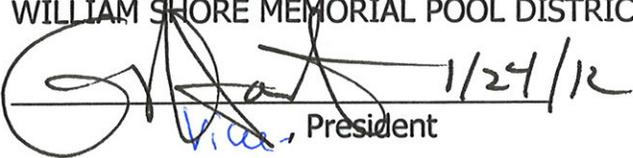
The next meeting will be held on November 22, 2011 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**

Adjourned at 4:05

PASSED AND ADOPTED this 25th<sup>nd</sup> Day of January, 2012

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS

 1/24/12  
Vice, 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		