

MINUTES

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

September 24, 2013

3:00 p.m.

COMMISSIONERS

MICHAEL CHAPMAN, BRAD COLLINS, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

CPD called the meeting to order at 3:02 p.m. Also present were Commissioners Chapman, Collins, Holmquist and Doherty.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Add – Action Item 1e – Policy 310 Operating Hours and Holiday Closures

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

PUBLIC COMMENT – Agenda Items Only

No Public Comment

ACTION ITEMS

1a Minutes of August 27, 2013

ACTION TAKEN: CCMm to approve, CGHs, mc

1b Ratification of the September 11, 2013 bill payment in the amount of \$46,086.84

ACTION TAKEN: CMCm to ratify, CGHs, mc

1c Policy 511 – Revenue

ACTION TAKEN: CBCm to approve, CMCs, mc

1d Proposed Changes – William Shore Memorial Pool District By-Laws

Steve Burke explained the changes to both the fifth position on the board and the advisory committee moving them from two year terms to three year terms with no term limit. CBC would like to have the term limits to remain.

ACTION TAKEN: CBCm to appoint the 5th member to a four-year term to serve no more than two consecutive terms. Advisory board also to a two year terms to serve no more than three consecutive terms on the committee, CMDs, CPD approved, mc. CMC Opposed and CGH abstained.

1e Policy 310 – Operating Hours and Holiday Closures

This merely adjusts holiday closures to be open on Labor Day and Memorial Day. Also, the original policy allows closure early on Thanksgiving Day and Steve didn't think that was necessary. The director has the authority to close the pool for emergency reasons.

ACTION TAKEN: CBCm to approve the revision of policy 310 adopt the changes to the policy to include the pool to stay open on Memorial and Labor Day, CMCs, mc

ITEMS FOR DISCUSSION

2a Executive Director Report

Steve Burke shared the pool is finishing up the second month of the energy conservation audit. So far the energy consultants are saying the pool is on or ahead of what they calculated the pool should be. Next month is called an energy hog month, the pool will go for 30 days using as much energy as possible. This will enable the consultants to compare the numbers to figure out our energy rebate.

Steve Burke shared that the entire strategic plan has been completed. He would like to formulate a strategic plan moving forward in a 3-7 year timeframe. He would like the boards input on how this can be accomplished. He feels the committee should consist of two commissioners, two advisory commit members, the director, pool manager and the financial representative.

ACTION TAKEN: CPD nominate CGH and CMC to represent the commissioners on the strategic planning committee, CBCm, mc

2b Financial Report

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

2c Staff Report

Christi introduced Leah Gould, a returning staff member returning as the new assistant manager. Leah will be undertaking a lot of the special events activities and function as the leading head guard. Leah will set the tone for the expectations for the head guard and what a professional attentive lifeguard looks like.

Over the last month there were 110 students in swim lessons and 19 in high school physical education. Some of the time frames have been adjusted to accommodate the higher level lessons.

PUBLIC COMMENT

Greg Shield shared that he and others are very happy that Leah is back at the pool.

NEXT MEETING DATE

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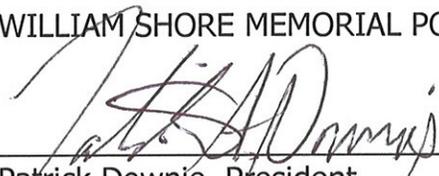
The next meeting will be held on October 22, 2013 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

ACTION TAKEN: CGHm to adjourn the meeting at 4:07 p.m., CMDs, mc

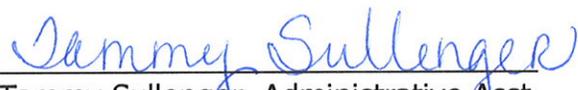
PASSED AND ADOPTED this twenty-second day of October 2013

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS



Patrick Downie, President

ATTEST:



Tammy Sullenger, Administrative Asst.

KEY TO ABBREVIATIONS:

CBC	Commissioner Brad Collins	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		