

**REDMOND AREA PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS
MINUTES OF GENERAL MEETING**

A general meeting of the Board of Directors of the Redmond Area Park and Recreation District convened at the Cascade Swim Center Conference Room, 465 SW Rimrock, Redmond, Oregon, October 13, 2015 at 7:30am.

Attendance:

Directors Present: Hayes McCoy
 Tina Hinchliff
 Zack Harmon
 Heather Richards
 Ed Danielson

Staff: Katie Hammer, Executive Director
 Jessica Rowan, Aquatic Director
 Mike Elam, Recreation Manager
 Vicki Osbon, Administrative Assistant

Public: None

Media: None

1.0 Call to Order: Hayes McCoy called the meeting to order at 7:36 am.

Adjustments to the Agenda: Discussion regarding the High Desert Sports Complex was added to other business.

2.0 Communications: None

3.0 Consent Agenda:

Approval of General Board Meeting Minutes August September 8, 2015:

Ed Danielson made a motion to approve the general board meeting minutes of September 8, 2015. Tina Hinchliff seconded the motion. The motion passed; four in favor (McCoy, Hinchliff, Richards and Danielson), one abstaining (Harmon).

Acknowledgement of Receipt of September Financial Summary: Heather Richards made a motion to acknowledge receipt of September 8, 2015 financial summary. Tina Hinchliff seconded the motion. Motion passed unanimously.

4.0 Executive Session:

The RAPRD Board of Directors entered into an executive session under ORS 192.660 (2) (i) to discuss Executive Director Evaluation and ORS 192.660 (2) (e) to discuss Real Property Transactions at 7:38am.

The Board of Directors returned to the regular meeting at 8:11am.

5.0 Action Agenda Items:

Approval of Best Practices Checklist:

Hayes McCoy gave a brief overview of the checklist. Katie Hammer and the board discussed the best practices checklist. Heather Richards made a motion to approve. Zack Harmon seconded the motion. The motion passed unanimously.

Action as a Result of Executive Session – None.

6.0 Other Business: (Discussion Items)

Board Responsibilities Policy: Katie Hammer discussed changes made to the policy with the board. The policy will be on the agenda for approval during the November 2015 board meeting. Board members will contact her with suggestions or changes throughout this month.

High Desert Sports Complex: Katie Hammer spoke to the board regarding placement of a caretaker on site at the sports complex. The board discussed having video surveillance on the property, having a caretaker on site in the past, liability to the district, and caretaker responsibilities. The board gave Katie direction to start the process through the county and then to advertise that we are seeking a caretaker.

Heather Richards excused herself at 8:24am.

7.0 Public Comments:

8.0 Board and Staff Comments:

Jessica Rowan said the annual Haunted Pool Party is on October 24th. She also spoke about the improvements to the family locker rooms and the parking lot during the annual maintenance and improvements made to the hot tub and consistency with pool water temperature.

Mike Elam spoke about basketball registration. He also spoke about improvements to the recreation building during the annual maintenance at the Activity Center.

Katie Hammer said she spent time with some of the University of Oregon students who are working on our Sustainable Cities project on Monday, Oct. 12. She said she gave the group of students a tour of our facilities and answered questions.

Katie Hammer said she also sent out a draft of the strategic plan to board members. The board discussed having a workshop to go over it.

Tina Hinchliff spoke about the Parks Foundation hosting the coffee clatter at the Activity Center. She thanked Mike Elam for his help.

10.0 Adjournment: Hayes McCoy adjourned the meeting at 8:40am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon