

# Meeting Minutes

April 4, 2011

Orcas Island Park and Recreation District Commission  
Special Meeting, Monday, April 4, 2011  
Orcas Hotel Parlor room, town of Orcas  
3:00 P.M. - 4:15 P.M.

## I. CALL TO ORDER (3:15)

Martha Farish, Chairman

*The meeting was convened at 3:15 in order to be reconvened at 4:30. Scott Hansen of Enduris had missed the Ferry and caught a subsequent sailing. Members of the Board had been alerted of this fact, and so only a minimum quorum of Cmsrs. Vandermay, Farish, and Lister assembled at 3:15*

Discussion: Martha Farish: Grant request application to OICF pertaining to Insurance coverage.

**Motion:** To postpone the meeting until 4:30  
- Cmsr. Farish, 2nd Cmsr. Vandermay  
- Deliberations: *none*  
- Vote: unanimously aye

*Upon Mr. Hansen's arrival, at 4:45 the meeting commenced with all 5 commissioners, Adina Cunningham, and Pete Moe (the Funhouse)*

## II. UNFINISHED BUSINESS

## III. NEW BUSINESS (4:30)

Scott Hanson, Director of Business Development ENDURIS Washington discussed the benefits of the ENDURIS risk pool, and answered questions.

## IV. PUBLIC COMMENT

*waved in lieu of an informal question and answer format.*

## V. ADJOURNMENT (7:00)

- Motion:** To adjourn
- Cmsr. Lister, 2nd Cmsr. Farish
  - Vote: unanimously aye

***Addenda:***

Grant request application to OICF

Regular Public Meeting minutes for April 4, 2011

Approved by motion on this 18<sup>th</sup> day of MAY, 2011

Signed and attested this 12<sup>th</sup> day of July, 2011

  
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Ian Lister, Commissioner #5,  
Secretary

  
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Martha Farish, Commissioner #3,  
Chair

## **Orcas Park and Recreation District Grant Request March 2011**

**Name of Organization:** Orcas Island Park and Recreation District (OIPRD)

**Mailing address:** PO Box 16, Eastound, WA 98245

**Phone:** 360-376-6199 (Farish). OIPRD does not yet have an office or phone.

**Email address:** [mfarishster@gmail.com](mailto:mfarishster@gmail.com)

**Organization's Web address:** [orcasparkandrec.org](http://orcasparkandrec.org)

**Contact Person:** Martha Farish, Chair, Board of Commissioners, OIPRD

**Non-profit status:** A tax supported organization which according to Auditor Milene Henley makes OIPRD, by definition, a "registered" non-profit. Federal and State official registration numbers are pending applications to be made by the San Juan County Auditor and Treasurer on behalf of the newly funded OIPRD.

**Dollar amount of this grant request:** \$2500

**Concise project description:** These funds will be used to purchase an umbrella insurance policy from Enduris; an inexpensive insurance provider available only to governmental and municipal agencies, to provide coverage for OIPRD sponsored activities in 2011-12. In order to limit liabilities and manage risk, all volunteer coaches and supervisors of recreational activities, and the activities themselves, are required to have insurance coverage in order to use facilities like parks, gyms, skateboard parks and ball fields. Because of the unique timing of start-up funding for OIPRD, there it is no tax supported funding available until May 2012. Many current and on-going activities on Orcas are currently without insurance coverage for the 2011-12 season.

**Signature of Board Chair:**

**Date:**

Orcas Island Park and Rec District Grant Request, March 2011

**Proposed Project Budget**

**Describe total project costs in detail:** Parks and Rec Districts purchase insurance policies to help manage the risks and liabilities associated with sponsoring recreational activities in their communities. Community facilities, in order to protect and manage their risks, require that volunteers and coaches also be covered by insurance as a condition of use of those facilities. For an annual fee of \$2500 OIPRD can purchase an umbrella policy from Enduris that will provide the insurance required to cover OIPRD sponsored activities for 2011-12.

**Project costs to be covered by OICF grant:** \$2500

**Non-cash contributions:** None

**Other funding sought for this project:** None, however OIPRD is in the very early stages of considering whether to borrow funds against anticipated revenues in order to fund basic services, like insurance, in 2011-12.

**Other funding received for this project:** None see above.

**The compelling or unusual need:** OIPRD was created in 2010 but wasn't approved for funding until February 2011. According to State law the first distribution of funds to OIPRD will take place in May of 2012. A variety of recreational groups, who formerly had coverage through the now defunct old Orcas Rec, are currently without insurance and thus unable to host, play in or use community facilities. Private insurance for small groups is prohibitively expensive for most participants and groups. Insurance through Parks and Rec Districts is inexpensive and provides the required coverage for virtually any recreational activity OIPRD might be asked to sponsor. For \$2500 OIPRD can provide the necessary insurance "bridge" for the 2011-12 recreational seasons for our community coaches, organizers and facilities.

**Professional development that Board Members or staff has participated in and how that training has impacted our operations.** OIPRD has no staff at this time. The OIPRD board will manage the project until an executive director is hired.

**Plans to maintain the project after the funding period:** Once funds are distributed insurance coverage will routinely be provided out of normal operating revenue for the OIPRD District.

Orcas Island Park and Rec Grant Request, March 2011

**Proposed Project Description**

**Objectives:** To provide required insurance coverage such that individuals and groups sponsored by OIPRD can continue to use and enjoy group recreational activities in facilities and parks on Orcas Island from May 2011 to May 2012.

**Timeline:** May 2011 to May 2012

**Describe demographics and numbers of people who will be served by this project.** Those currently known to OIPRD and in need of insurance coverage are:

Youth Outdoor Soccer Spring Season, 6 weeks, approximately 30 participants

Youth Outdoor Soccer Fall Season, 7 weeks, approximately 40 participants

Youth British Soccer Camp, annual event one week in July, approximately 200 participants.

Youth Girls Soccer Camp, Chama Anderson 3-day program to advance high school girl's skills, approximately 15 participants.

Adult Volleyball, September-June, Sundays and Wednesdays, 20-40 ethnically diverse players.

Adult Basketball, year-round on Sunday's. Currently focused on men's basketball; request made for support for an adult women's team.

Wrestling, three year old, 100% volunteer program involving 7 high school age students plus three coaches meeting March to May, December-February, three days per week.

4-7<sup>th</sup> Grade Boys Basketball, November-March, Tuesday and Thursdays, approximately 20-30 participants.

There are likely others who may currently have insurance supplied via some other means but who may also need to list a supplemental insurer like OIPRD in order to participate in tournament play off island. We are told Enduris/OIPRD insurance can be used for this purpose. The OIPRD Board is currently in the process of developing a comprehensive list of all insurance requirements for existing programs.

**Individual accountable for funds:** Martha Farish, Chair, OIPRD Board of Commissioners; Milene Henley, Auditor San Juan County

**Indicate how you will evaluate results of the project:** Quantifiably by the number of people and activities on Orcas Island made possible through OIPRD providing the required insurance umbrella during the May 2011-12 time period.

**There is no physical equipment to be purchased with this grant.**

**How does this project relate to the organization's mission and goals?** It is the mission of all Parks and Rec programs to foster a healthy community by providing recreational opportunities in their communities. Without insurance, several of our on-going recreational activities on Orcas will not take place in 2011.

**Has the organization's governing board approved this project?** Not yet. Most of the Board activity in the one month since voter approval has been involved in a wide variety of legal activities required in the formal start-up of a funded Parks and Rec District. Martha Farish, Commission Chair, became aware of the option for OICF to provide funds to OIPRD for insurance coverage on the Friday before the Monday when this application was due. She alone took on responsibility for submitting the grant under these circumstances.

State law forbids communication between Commissioners as a group outside publicly noticed meetings. Agenda time to consider this grant application will be scheduled for the next available Regular Meeting of OIPRD on April 14, 2011. It is unlikely that there will be any opposition to securing bridge funding for insurance coverage through OICF. In any event, the OIPRD board will vote on this grant proposal on April 14 allowing ample time to withdraw the request, prior to public announcements by OICF, should the need arise.

**Please note:** In the interests of full disclosure, the OIPRD Board of Commissioners is actively and energetically pursuing the possibility borrowing against future revenue in order to sustain basic levels of insurance and programming during the unfunded 2011-12 summer/fall/spring seasons. However, that is a complicated process requiring public hearings and negotiations with lenders that may or may not come to fruition at all, or in sufficient time, to support activities that need insurance now and throughout the 2011-12 time period.

## **Requested Attachments**

**OIPRD Mission Statement:** The purpose of OIPRD is defined by Washington State RCW 36.69.010. Under current consideration, but not yet passed by the Board of Commissioners of OIPRD, is the following draft Mission Statement:

*The mission of the Orcas Island Park and Recreation District is to foster a healthy community by developing and delivering an appropriate mix of innovative recreational opportunities and by providing effective, sustainable stewardship of the District's parks and open spaces.*

**History and Accomplishments:** The formation of OIPRD by the voters in 2009 and the approval of funding for OIPRD in 2011 are the principle accomplishments to date.

The next set of accomplishments will undoubtedly come during the scramble to provide organizational and recreational options to the community, during the February 2011 to May 2012 period, when no tax-supported revenue is available to OIPRD.

**IRS Letter of Determination:** OIPRD has asked San Juan County Auditor Milene Henley to supply OICF with documentation to meet this requirement.

**Important Goals OIPRD hopes to accomplish over the next 12 months. OIPRD will:**

- Establish an OIPRD office
- Provide umbrella insurance for recreational activities and the use of facilities.
- Institute operational policies and procedures in accordance with State law
- Hire staff and/or contract for services
- Sponsor recreational programming for Orcas Islanders
- Negotiate for possible online program registration and payment
- Negotiate for efficient use of community recreational facilities
- Make capital improvements to aging recreational facilities if feasible.

**Organization's annual budget:** In accordance with the recently passed Special Levy, OIPRD will receive \$.09 cents per \$1000 of assessed property values on Orcas Island, in the approximate amount of \$350,000 per year, for the next 6 years.