

## Meeting Minutes October 14<sup>th</sup>, 2021

Orcas Island Park and Recreation District Commission  
Public Meeting, October 14<sup>th</sup>, 2021  
Online via Zoom Meeting

4:00 P.M. - 6:00 P.M.

### **CALL TO ORDER – 4:04 p.m.**

Bob Eagan, Chairman

Roll call:

Seat 1: Dennis Dahl – present

Seat 2: Bob Eagan – present

Seat 3: Barry Madan – present

Seat 4: Justin Paulsen – present

Seat 5: Deborah Jones – present

### **PUBLIC COMMENT**

No public present.

### **MONTHLY AGENDA**

#### **1. Previous Minutes**

**MOTION** to approve meeting minutes from September 9<sup>th</sup> by Justin, seconded by Dennis. With no discussion the minutes were approved unanimously.

#### **2. Employees Pay Slip**

**MOTION** to approve the employees pay slip in the amount of \$9,244 by Deb, seconded by Justin. With no further discussion the motion was approved unanimously.

#### **3. Payment of Claims**

*<see attached Claims>*

**MOTION** to approve the payment of auditors claims as presented dated September 13<sup>th</sup> in the amount of \$2,315.38, and October 12<sup>th</sup> 2021, in the amount of \$5,574.70 by Justin, seconded by Deb. Bob inquired if we've received the annual rights invoice from EWUA, and in return billed OISD. Terri reports we have not been billed and she will reach out to EWUA's new GM to be sure an invoice is generated. With no further discussion, the motion passed unanimously.

### **MONTHLY BUSINESS**

#### **1. Financials**

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- Terri presented the financials for the period ending 9-30-2021. Ending cash for the period is \$337,860 which represents a positive budget variance of \$147,886. It was noted that the ActiveNet check was delayed in delivery due to a configuration error. ActiveNet had our disbursement account turned off on their side of the system.

**2. Director's Report**

- See below.

**UNFINISHED BUSINESS**

**1. COVID-19 Business Operations, Programs and Staffing –**

- Terri reports there are 11 new reported COVID-19 cases at the public school. So far we have not heard of any exposure through OIPRD programming.
- Due to limited availability Kim will need to scale back to a support role, which opens the Program Assistant position back up. We are also looking for afternoon and evening staff for program support. Terri will be holding interviews with previous applicants for filling the vacant positions.

**2. Continue Levy Timeline/Ballot/Budget Discussion –**

- Commissioners discussed getting information out about the vote. Bob feels it would be good to clarify the District only has Buck Park and does not include Eastsound Village Green.

**NEW BUSINESS**

**1. Review 2022 Proposed Budget**

- Commissioners discussed two proposed budgets – one to reflect assessment based on an approved levy renewal, and the other to reflect the levy as-is with a 1% increase.

**2. Set date for 2022 Budget Hearing**

- The Board of Commissioners will hold the Public Hearing on the 2022 Budget on Thursday, November 11<sup>th</sup> at 2021.

**ADJOURNMENT**

**MOTION** to adjourn by Dennis, seconded by Justin, with no further discussion the meeting adjourned at 5:47 p.m.

***Addenda:***

*Claims Payment October 14<sup>th</sup>*

Public Meeting minutes October 14<sup>th</sup>, 2021

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Approved by motion on this 11<sup>th</sup> day of November 2021

Signed and attested this 11<sup>th</sup> day of November 2021

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Justin Paulsen Commissioner #4,  
Secretary

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Bob Eagan, Commissioner #2,  
Chair