

## Meeting Minutes

Orcas Island Park and Recreation District Commission

Regular Meeting

**Thursday, September 8, 2022; 4:00 p.m.**

**Orcas Island School District Cafeteria**

**557 School Road, Eastsound, WA 98245**

### **I. CALL TO ORDER 4:12 p.m.**

Bob Eagan, Chairman

Roll call:

Seat 1: Denis Dahl

Seat 2: Bob Eagan - absent

Seat 3: Barry Madan

Seat 4: Justin Paulsen

Seat 5: Deborah Jones – Chair

### **II. PUBLIC COMMENT –**

**Bradley Easterling**

Expressed concern about BMX bike use in skateboard park.

**Marcus Medeiros**

Expressed concern about BMX bike use in skateboard park.

### **III. MONTHLY AGENDA**

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

- **MOTION to approve** the August 11<sup>th</sup> minutes by Justin, second by Dennis. With no further discussion the motion passed unanimously.

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

- **MOTION to approve** the employees pay slip for July in the amount of \$11,072.00 by Justin second by Dennis. With no further discussion the motion passed unanimously.

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

- **MOTION to approve** the payment of claims in the amount of \$9196.72, \$3,904.13, and \$5149.21 by Justin, second by Barry. With no further discussion the motion passed unanimously.

### **IV. MONTHLY BUSINESS**

#### **1. Financials**

- a. Reports have not come in from the county.

#### **2. Directors' Report**

- a. Covered in other agenda items.

#### **3. Committee Reports**

- a. Covered in other agenda items.

### **V. UNFINISHED BUSINESS**

1. 2022 Projects –
  - a. The Board will hold a special meeting on September 20<sup>th</sup> for the purpose of exploring sports fields in Friday Harbor.
  - b. Dog Park shelter has been moved over to the Buck Park off leash area.
2. 2023 Operating Budget
  - a. Terri presented numbers for consideration in the 2023 Draft Budget. Discussion included COLA increase, employee benefits, capital improvement levy timing, strategic planning, and park maintenance.
3. Fall Programs
  - a. Programs start on Monday.
4. Gender Diversity and Inclusion Statement
  - a. Staff will be attending a gender diversity and inclusion training in November.

#### **VI. EXECUTIVE SESSION**

The Board entered Executive Session to review the performance of a public employee(s) ([RCW42.30.110\(1\)\(g\)](#))

The session began at 5:10 and was estimated to last 15 minutes. At 5:25 executive session was extended by 5 minutes. At 5:30 executive session was extended by 10 minutes. At 5:40 executive session was extended by 5 minutes. At 5:45 executive session was extended by 12 minutes. At 5:57 executive session was extended by 3 minutes. The Regular meeting resumed at 6:00 p.m.

#### **VII. NEW BUSINESS**

1. Staff Performance Reviews

The Board completed Terri's review.

**MOTION to** set the Director's salary at \$65,990 annually as of the August pay period (August 26, 2022) with a one-time salary adjustment for YTD 2022 in the amount of \$2,959 by Justin, second by Dennis. With no further discussion the Motion passed unanimously.

Additional staff increases as of the August pay period (August 26, 2022) include Kimple's hourly rate to increase to \$31.22; and Bentley's annual salary to increase to \$53,520.

2. Discuss and Accept Restricted Donation/Grant
  - a. OIPRD has been contacted by Kiwanis with interest in donating playground equipment in the amount of \$50,000. The Board would like to recognize Velma Doty for all her time and work within the community.

**MOTION to** create a playground project committee to be comprised of Justin and Dennis by Justin, second by Barry. With no further discussion the motion passed unanimously.

#### **VIII. ADJOURNMENT**

Motion to Adjourn by Justin, second by Dennis. With no further discussion the motion passed unanimously. The meeting adjourned at 6:06 p.m.

**MOTION to adjourn** at 6:06 p.m. by Justin second by Dennis. With no further discussion, the meeting was adjourned at 6:06 p.m.

**MOTION to adjourn** at 6:06 p.m. by Justin second by Dennis. With no further discussion, the meeting was adjourned at 6:06 p.m.

***Addenda:***

*Financial Reports*

*Claims Payments*

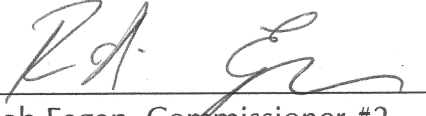
*Draft 2023 Operating Budget*

Public Meeting minutes September 8<sup>th</sup>, 2022

Approved by motion on this 13<sup>th</sup> day of October 2022

Signed and attested this 13<sup>th</sup> day of October 2022

  
Justin Paulsen Commissioner #4,  
Secretary

  
Bob Eagan, Commissioner #2,  
Chair