

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – January 6, 2011

1. Commissioner Cumming called the meeting to order at 5:08pm on Thursday January 6, 2011 in the Island Rec office. Commissioners present: Cumming, Roberson, Talbott and Zehner. Staff present: Director Thomsen and Administrative Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items:
Rev Shannon, representing the County Fair and Rob Cuomo, representing the Community Fields Project, were present.

Mr. Shannon, the Fair Manager, wished to discuss renegotiation of the expiring Interlocal Agreement with Island Rec, which the Fair Board would like to replace with a Lease. Director Thomsen outlined the terms of the Agreements during the last 20 years. It was agreed that Mr. Shannon would present a written list of Fair Board concerns/requirements. Director Thomson and Commissioners Zehner and Talbott will have further discussions with Mr. Shannon and Ms. Dona Wuthnow regarding an Interlocal Agreement. Mr. Shannon was thanked for his attendance and left the meeting at 5:32pm.

Mr. Cuomo advised of a meeting on Thursday 13th at 7pm in the High School Commons to discuss the proposed ball fields with the community. Island Rec will be listed as one of the organizations that the FHAA is working with. Board Commissioners were invited to attend and be available to answer questions from the public. The Board confirmed that Island Rec had always favored the project, but that its involvement consists of creating a children's playground and possible eventual management and maintenance work. The Board reiterated that Island Rec has no funds to contribute to the field development. Mr. Cuomo was thanked for his attendance, and left the meeting at 6:07pm.

3. Approval of Minutes of the previous meeting: Minutes of the meeting held December 2, 2010 were approved as presented without objection.
4. Correspondence: There was none.
5. Approval of Payroll and Vouchers: Payroll and Vouchers were discussed and approved as presented without objection.
6. Ongoing Business:
Trails Committee Report: Commissioner Roberson reported that monthly walks hosted by the Trails Committee will start on January 22. The proposed standards regarding regulations for bicycle lanes and public walking trails running along County roads were discussed. Dave Zeretske will be requested to draft a letter on behalf of Island Rec for Commissioner Zehner to present to the County, asking them to consider alternative trail regulations before adopting new Ordinances. Commissioners Roberson and Zehner were given the Board's permission to deal with this matter on their behalf should time become of the essence.

Dog Park Structure: Nothing to report.

'Friends of Island Rec' report: Volunteers Todd and Cathy Kromer are working on this. There has been a meeting with the Community Foundation, and meetings with the Public School Foundation and Friends of the Library are being arranged. The structure of the group is being researched in order to meet Board requirements.

Carter Street Community Fields Development Report: This matter had been discussed at length earlier in the meeting.

Credit Card Resolution: Resolution #11-01 establishing a business credit card account was approved and adopted as presented.

Credit Card Policy Amendment: Approved and adopted as presented.

6-Year Plan RFP Update: One proposal had been received by yesterday's deadline. Commissioners Roberson and Cumming are on the Selection Committee to review this and will meet with Director Thomsen to make a decision on acceptance. The Selection Committee was given Board approval to make a selection.

Audit Report for the period of 2007-2009: The Audit went well – there were no findings, only recommendations: improvement of descriptive language when going into Executive Session, confirmation of status for scholarship requests, and establishment of a Competitive Bid Policy. Director Thomsen will prepare the necessary Policies for Board approval.

7. New Business:
Director's Report was presented and discussed.

Director Thomsen advised the Board that she would be on vacation from Jan 18 through February 4.

Board Liaison and other Assignments:

Commissioner Roberson will continue to work with the Trails Committee

Commissioner Cumming is Chair for 2011 and is liaison for the LaFarge property and the Sailing Foundation

Commissioner Schultz is signature on the checking and petty cash accounts

Commissioners Zehner and Talbott will jointly be liaison for the Carter Street Fields project and the County Fair.

Budget: open

November Financial Report was presented and discussed.

Program Budgets: Director Thomsen briefly reviewed the fees and charges policies. The 2010 Actual and 2011 Projected Budgets were discussed.

Fairgrounds Interlocal Agreement: Discussed at length above. Director Thomsen was requested to verify the insurance coverage situation for the Skate Park.

8. Commission discussion items: Commissioner Roberson commented that the Trails Committee is supportive of the possibility of multi-use trails in connection with the Carter Fields project.
9. Adjournment: The meeting was adjourned at 7:45 pm.

Next Board Meeting will be held at 5pm on February 10, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – February 10, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:03pm on Thursday February 10 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Schoultz, Talbott and Zehner. Staff present: Director Thomsen and Admin Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Peter and Susan Risser, representing the SJI Sailing Foundation, discussed low enrollment in Advanced Sailing Classes. The format of classes may be restructured, and the matter discussed further.
3. Approval of Minutes of the previous meeting: The Minutes of January 6 2011 were approved and signed as presented.
4. Correspondence:

Trails Committee: Each Commissioner and staff member had received a personal thank you letter from the Trails Committee.
5. Approval of Payroll/Vouchers: Payroll and Vouchers were approved and signed as presented.
6. Ongoing Business

Trails Committee Report: Commissioner Roberson reported that the recent Trails Retreat focused on agreeing strategies to engage new members; increase effectiveness and efficiency, and enhance community participation. A copy of a draft Vision Statement was made available. A potluck will be held on March 9th.

Carter Street Community Fields Development Report: A recent public meeting was attended by Commissioner Zehner on behalf of Island Rec. An informal request was made that Island Rec's Board consider using funds approved by the public for developing a children's park be used in development of the ball fields instead. It was agreed that these funds could not be transferred to a different project.

Fairgrounds Interlocal Agreement: No further developments to date.

Planning Consultant Proposals/Time line review: The date for interviewing a Planning Consultant has been changed to February 17. The current time line will be reviewed and altered if necessary. A Special Board Meeting has been called for February 17.

Friends of Island Rec: Volunteers Cathy and Todd Kromer will bring proposals to the Board in March.
7. New Business:

Director's report: The Report included concerns about conditions and lack of maintenance at the Gravel Pit. Commissioner Cumming will look at the condition of the parking area, and further thought will be given to year round maintenance, including equipment and supplies.

2010 End of Year Financial Report: The Year End Report was presented and discussed.

January Financial Report: The January Report was presented and discussed.

Program Budget/Contracted Programs – general discussion.

8. Commission Discussion Items: It was agreed that a letter of congratulations to Orcas Island Park & Recreation District be prepared for Board signature.
9. Adjournment: Commissioner Cumming adjourned the meeting at 6:50pm.

Next Board Meeting will be held at 5pm on March 3, 2011
Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Special Meeting – February 17, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:03pm on Thursday February 17 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Schoultz, Talbott and Zehner. Staff present: Director Thomsen and Admin Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Steve Duh, representing Conservation Technix, was introduced.
3. Approval of Minutes of the previous meeting: The Minutes of February 10 2011 were approved and signed as presented.
4. Interview with Steve Duh: Mr. Duh provided Commissioners with a written proposal based on Island Rec's request. He reviewed his own education and experience, and his company's history and mode of operation and invited questions. Each of the four major components of the proposal was discussed at length.
5. Deliberation on candidate's qualifications: After discussion regarding Mr. Duh's experience with similar organizations, and particularly with San Juan Island, the Board was unanimous in their decision to accept the proposal from Conservation Technix. Director Thomsen and available Board members will meet with Mr. Duh on Friday February 18.
Mr. Duh was thanked for his presentation and left the meeting at 6:10 pm.
6. Board Discussion Items

Commissioner Cumming reported that after inspecting the Lafarge Park walking and parking areas his recommendation was that:
(a) two dog waste containers be located within the area, and
(b) the existing gravel pile be used to fill potholes in the parking area.
It was also noted that there were growths of blackberry bushes which should be removed. Commissioner Talbott volunteered to work on the problem.
Commissioner Roberson had brought the matter of trails maintenance up at a Trails Committee meeting, but was not approached by any volunteers.
7. Adjournment: Commissioner Cumming adjourned the meeting at 6:32 pm.

Next Board Meeting will be held at 5pm on March 3, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – March 3, 2011

1. Call to Order: Commissioner Schoultz called the meeting to order at 5:05pm on Thursday March 3, 2011 in the Island Rec Office. Commissioners present: Roberson, Schoultz and Zehner. Staff present: Director Thomsen and Admin Assistant Swift Taylor.

2. Introduction of Visitors/Public Comment on Non-Agenda items: Kyle Nolan, Michael Davis, Victor Capron and Todd and Cathy Kromer were introduced.

Messrs Nolan, Davis and Capron presented a Community Project they are working on at School. They are applying for a grant to purchase benches to be placed in the Skate Park. The Board approved the project subject to Director Thomsen overseeing choice and location of benches. The presenters were thanked and left the meeting at 5:20 pm.

3. Approval of Minutes of the previous meeting: The Minutes of February 17 2011 were approved and signed as presented.
4. Correspondence: Director Thomsen read a letter from the National Park Board. Commissioner Roberson was given a copy.
5. Approval of Payroll/Vouchers: Payroll and Vouchers were discussed and approved as presented.
6. Ongoing Business:

Trails Committee Report: Commissioner Roberson gave an update on Trails Committee planned activities, including a possible event at the Children's Festival

Carter Street Community Fields Development Report: Commissioner Zehner advised the Board that he was unaware of any current activities or developments in this matter.

Island Rec Auxiliary Non Profit: Mr. and Mrs. Kromer supplied Commissioners with a written presentation concerning the formation of a non-profit corporation to support Island Rec. The matter was discussed at length. Those Board members present approved the concept and asked the Kromers to continue their research. A Board member will be assigned to act as liaison during the formation of any such corporation, and this matter will be brought before the full Board at the next meeting. Mr. and Mrs. Kromer were thanked for their presentation, and left the meeting at 6:25pm.

Fairgrounds Interlocal Agreement: Director Thomsen advised the Board of the terms of a new Interlocal Agreement discussed during her recent meeting with Rev Shannon.

Planning Consultant Contract/Six Year Plan update: The contract documentation is currently being reviewed. Mr. Duh is planning to attend the April 7 Board Meeting and will tour Island community sites and facilities during April 7 and 8. It is hoped a Board member will be available to accompany Mr. Duh in order to assist with information. The Board identified six Stakeholders who will be interviewed by Mr. Duh.

7. New Business:

Board Liaison – Parks and Recreation Advocacy: This matter was adjourned for discussion at the next Board Meeting.

Director's Report:

Family Park Reserved for IR summer program: The Board approved the closure of the Family Park for a recreation program. It is anticipated that the Park would be closed to the public for approximately four hours on a summer day to be identified.

2010 Annual Report: The Director's End of Year Report was presented and discussed.

8. Commission Discussion Items

Commissioner Schoultz had been approached Greg Hertel with regard to conditions at Lafarge Park. After discussion it was agreed that Commissioner Schoultz would contact Mr. Hertel to follow up. The matter will be a discussion item at the next meeting.

9. Adjournment: Commissioner Schoultz adjourned the meeting at 7.15 pm.

Next Board Meeting will be held at 5pm on April 7, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – April 7, 2011

1. Call to Order: Commissioner Zehner called the meeting to order at 5:07pm on Thursday April 7, 2011 in the Island Rec Office. Commissioners present: Roberson, Schoultz, Talbott and Zehner. Staff present: Director Thomsen and Admin Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Michael Davis, representing a group interested in improvements at the Skate Park, and Susan and Peter Risser, representing the SJ Sailing Foundation.

Mr. Davis presented an update on a Community Project he and colleagues are working on at School. A bench had been purchased without prior approval. Board reminded Mr. Davis that Director Thomsen's approval is required before the bench is placed in the Skate Park area. A scheme for painting concrete at the Skate Park was discussed. Costs, materials and design must be approved by the Board, and County Fair Board approval confirmed. Further information will be presented at the next Board meeting. Mr. Davis was thanked and left the meeting at 5:17pm.

3. Approval of Minutes of the previous meeting: The Minutes of March 3 2011 were approved and signed as amended.
4. Correspondence: There was none.
5. Approval of Payroll/Vouchers: Payroll and Vouchers were discussed and approved as presented.
6. Ongoing Business:

Trails Committee Report: Commissioner Roberson's update included a report of good attendance at the Trails monthly hikes and the recent Bicycle event. A Trails Development Checklist has been created to track development of individual trails. Trails Committee is working on additional trail development procedures/protocols.

Director Thomsen attended a recent Trails Committee Breakfast and reported good attendance by representatives of local interest groups including the Land Bank, State Park, San Juan Preservation Trust, etc.

Carter Street Community Fields Development Report: Commissioner Zehner advised the Board that he was unaware of any current activities or developments in this matter.

Island Rec Auxiliary Non Profit: Director Thomsen met with Mr. and Mrs. Kromer to establish a target group of contacts. Emails soliciting support have been recently sent out to an initial group of 10 or 12 names.

Fairgrounds Interlocal Agreement: Director Thomsen had nothing further to report.

Six Year Plan process: Director Thomsen drafted an online survey, reviewed by Commissioners Roberson and Cumming. Mr. Steve Duh, the Planning Consultant, will review the draft with Thomsen, Roberson and Cumming on Thursday April 14, and make a presentation to the Board on May 5. A Community Meeting is planned on May 25, 4-6:30pm, at a location yet to be confirmed. Board participation is requested. The Six-Year Plan will be announced in the Summer Program Guide, and promoted at the Children's Festival.

7. New Business:
Children's Festival, May 7: Board participation requested between the hours of 10am and 2pm. Commissioners agreed to confirm their availability with Director Thomsen.
Lafarge Park: Budget and Operating costs were presented and discussed, including the annual cost of a DNR Reclamation Permit. The current Reclamation Permit expires January 1 2012 and will continue to be a requirement until further vegetative growth is proved, or a release of permit is received from the County Planning Department. The matter will be discussed further after responses to the Six Year Plan survey are received.

Other Park Budgets: Budgets and Operating Costs for the Skate Park, Family Park and Dog Park were presented and discussed.

Board Liaison:

Parks and Recreation Advocacy: Commissioner Talbott volunteered to serve in this role and to create a policy regarding Island Rec's advocacy and lobbying efforts.

Commissioner Schoultz volunteered to act as Board liaison attending meetings during the formation of the Island Rec Auxiliary Non-Profit organization.

Director's Report included the following discussion items:

It was proposed that future Parent & Tot Swim programs would have more structure.

The Gravel Pit east-facing slope had been worked on and greatly improved by the removal of scotch broom and blackberry vines.

At this point Mr. and Mrs. Risser requested that a later item on the Agenda be brought forward – Providing Registration Services for non-Island Rec programs:

Commissioner Zehner asked that Island Rec be responsible for non-Island Rec sports registration processes. The pros and cons were discussed. Island Rec would like to offer this as a "good-neighbor" service and may receive additional enrollment in its own programs from customers previously unaware of them. However, it would involve additional staff hours and accounting procedures, and other items possibly not covered by existing Island Rec policies. Island Rec would be perceived as the responsible and/or knowledgeable party for such programs. The consensus was that the pros were outweighed by the cons and Island Rec could not act as registrar alone unless a more complete partnership was drawn up.

February Financial Report: presented and discussed.

Budget Amendment: Presented and discussed in detail, with a brief discussion regarding conservative budgeting philosophy. The Budget was approved and will be presented for adoption at the May 5 Board meeting.

8. Commission Discussion Items
Board Elections: Positions currently held by Commissioners Roberson, Schoultz, Talbott and Cumming will be open for election at the end of this year. Filing for election must be received between June 6 and 10 2011.
9. Adjournment: Commissioner Zehner adjourned the meeting at 7.28 pm.

Next Board Meeting will be held at 5pm on May 5, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – May 5, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:03pm on Thursday May 5, 2011 in the Island Rec Office. Commissioners present: Roberson, Schoultz and Cumming. Staff present: Director Thomsen and Admin Assistant Swift Taylor.
2. Open Public Meeting: At 5:05pm the meeting was opened for public comment regarding the amended budget for 2011. No public comment was received.
3. Close Public Meeting: At 5:07 the public comment period was closed.
4. Introduction of Visitors/Public Comment on Non-Agenda items: Victor Capron and Kyle Nolan, representing a group interested in improvements at the Skate Park; Susan and Peter Risser of the SJI Sailing Foundation; Todd Kromer representing the Island Rec Auxiliary Non Profit, and Cinda Pierce representing Island Rec's Trails Committee.

Messrs Capron and Nolan had no new information to present to the Board and confirmed they had run out of time to finish the proposed Community Project at the Skate Park. They left the meeting at 5:17pm.

5. Approval of Minutes of the previous meeting: The Minutes of April 7, 2011 were approved and signed as presented.
6. Correspondence: There was none.
7. Approval of Payroll/Vouchers: Payroll and Vouchers were discussed and approved as presented.
8. Ongoing Business:
Six Year Plan update: Steve Duh of Conservation Technix interviewed the Commissioners and invited staff comments regarding their personal perceptions of past, present and future Island Rec operations. Their answers will aid Mr. Duh in his preparation for the Community Meeting to be held May 25.

Trails Committee Report: Commissioner Roberson advised that the next scheduled trails walk will be a tour of historic points of interest in the town.

Carter Street Community Fields Development Report: Commissioner Zehner and Director Thomsen have been invited by the School District to attend an informational funding meeting with a Securities Advisor.

Island Rec Auxiliary Non Profit: Todd Kromer updated the Board on progress. A nine-member Board has been chosen. At the next meeting of the organization (May 13) work will begin on naming the corporation, preparing Articles of Incorporation, and creating a Purpose Statement.

Fairgrounds Interlocal Agreement: Director Thomsen had received a draft Agreement within the past 24 hours. The document will be forwarded to Commissioner Cumming for review.

Children's Festival: Staff and volunteers have successfully set up the interior of the fair building. Commissioners were invited to confirm times of participation.

9. New Business:
Trails Fundraiser Idea: Cinda Pierce presented the idea of holding a fundraiser specifically to benefit trails, possibly with a no-host bar. The matter was discussed at length. It was agreed that Procedures governing the sub-committee and its funding, in line with Island Rec's general operating procedures, will be prepared for Board approval. Ms. Pierce was thanked for her presentation and left the meeting at 7:10pm.

Mr. and Mrs. Risser requested a moment to inform the Board that the Sailing Foundation had agreed the amount of \$3,000 rental to be charged Island Rec for use of boats for the Sailing programs. They were thanked and left the meeting at 7:14pm.

ASK Program: The future of the After School care program was discussed.

Drop-in Program Fee Waived Policy/Staff Discount: It was agreed by the Board that requests for staff discounts not covered by the current Policy would be considered on an individual basis.

Director's Report was presented.

March Financial Report: presented and discussed.

Resolution #11-02, Resolution Amending the 2011 Budget was approved and signed.

Commission Discussion Items: None.

Adjournment: Commissioner Cumming adjourned the meeting at 7.25 pm.

Next Board Meeting will be held at 5pm on June 2, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – June 9, 2011

1. Call to Order: Commissioner Zehner called the meeting to order at 5:21 pm on Thursday June 9, 2011 in the Island Rec Office. Commissioners present: Talbott, Schoultz and Zehner. Commissioner Cumming joined the meeting at 5:30pm. Staff present: Director Thomsen and Admin Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items. None present at this time. Rev Shannon representing the County Fair arrived at 5:23pm. Rod Turnbull representing the High School arrived at 6:20pm.
3. Approval of the minutes of the previous meeting: Minutes of May 5 were approved as presented and signed.
4. Correspondence: There was none.
5. Approval of Payroll and Vouchers: Approved as presented and signed.

At this point the Fairgrounds Interlocal Agreement was brought forward for discussion. Mr. Shannon and the Board considered the Agreement generally and the matters of maintenance during Fair Week and the purchase of a push mower in particular. The Agreement is in draft form and will be redrafted for further consideration.

Mr. Shannon informed the Board that a firm of Architects (Jeff Prentiss) has been contracted to work on a Fairgrounds Master Plan. Public comment will be invited. Island Rec will hope to be included in discussions as a potential partner. Mr. Shannon left the meeting at 5:55pm.

6. Ongoing Business:
6-Year Plan Update: Although a greater than expected response was received to the Survey, attendance at the Open House was disappointing. This may have been due in part to the appalling weather. Steve Duh, the Consultant, has met with all but one of the stakeholders. Mr. Duh is in the process of creating a draft plan from his conclusions, and will discuss the results with Director Thomsen. It was hoped that a breakdown of information from the public comment would be available for the Board to review in July.

Trails Committee Report: The Trails Committee has been working with the Hospital Committee in connection with creating public walking trails across the hospital site. The Hospital Committee has given tentative approval and permission for trails, and the Trails Committee may be approaching the Board for funding to accomplish this project in the near future.

The Mitchell Hill Property is now owned by National Parks Service. The NPS has closed some trails on this land. Bill Severson of the Trails Committee has been working with the National Parks to advocate continuation of traditional land use at Mitchell Hill, including public trails and to attempt to stop any further trail closures.

Carter Street Community Fields Community Report: Commissioner Zehner had attended a recent meeting held by the School Board. The subject was funding and discussions centered around expenses and financing through Bonds. Discussion on the matter of Carter Fields funding is ongoing.

At this point the School Athletic Budget was brought forward for discussion. Rod Turnbull presented the School Athletic Budget 2011-12 for Board information. After discussion the Director and Board requested that when time allows a side-by-side comparison be provided showing actual figures from the 2010-11 budget. All were in agreement that supporting the school athletics program was an appropriate use of Island Rec funding.

Island Rec Auxiliary Non Profit Report: Commissioner Schoultz advised the Board that the Non Profit now has nine members. A likely name for the Corporation is Families and Neighbors Supporting Island Rec (FANS). A Board has not yet been formed, but Cathy Kromer is acting Chairperson. A Purpose Statement has been worded "The purpose of this corporation is to support San Juan Island Park & Recreation District in its mission by promoting goodwill and broadening its funding base."

Fundraising Discussion: Cinda Pierce of the Trails Committee had brought up the matter of a separate fund raiser to benefit the Trails Committee at the previous Meeting. The Board agreed that as a sub-committee of Island Rec, the Trails Committee should not be involved in separate and/or additional fund raising.
Fairgrounds Interlocal Agreement: Discussed earlier – see above.

ASK Program: Island Rec has received several requests from parents to take over operation of the After School Kids program which the School will no longer run. Director Thomsen is currently researching space, licensing, registration, payment and staffing options and will attempt to organize something to fill this gap before the Fall term. All agree that this is a necessary program.

7. New Business:
Fairgrounds Master Plan: Discussed earlier.

Notification of Park incidents: After discussion it was agreed that the Board did not think it necessary at this point to be on a notification list for any incident at the Skate Park. Commissioner Cumming requested that signage be placed at the entrance of all Island Rec property setting out prohibitions. Director Thomsen will research signage and report back during the July meeting.

Commercial use of Park property: A request has been made to use the Dog Park as a pick-up and drop-off location by a commercial dog care company. This has been apparently done in the past without incident or complaint and the Board agreed not to pursue a formal agreement at this time. If Director Thomsen receives notification of complaints or disturbance further action will be taken.

Director's Report: The Director's report was presented and discussed.

April Financial Report: Presented and discussed.

School Athletic Budget 2011-12: Discussed earlier – see above.

Board Shining Star Awards: Director proposed names of recipients – Board approved.

8. Commission discussion items: None
9. Adjournment: Commissioner Cumming adjourned the meeting at 7.33 pm.

Next Board Meeting will be held at 5pm on July 7, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – July 7, 2011

1. Call to Order: Commissioner Zehner called the meeting to order at 5:10pm on Thursday July 7 2011 in the Island Rec Office. Commissioners present: Roberson, Schoultz, Talbott and Zehner. Staff present: Director Thomsen.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Visitor Susan Mazzarella representing FANS.
3. Approval of the minutes of the previous meeting: Minutes of June 9 meeting were approved as presented and signed.
4. Correspondence: Correspondence received from Mr. and Mrs. Findlay regarding the survey recently promoted for the Six Year Plan.
5. Approval of Payroll and Vouchers: Approved as presented and signed.
6. Ongoing Business:

6-Year Plan Discussion: It was noted that there was a reversal with the online survey and the handout survey, but no action required. The Board focused their discussion of the survey on program and facility priorities. Other areas of focus included partnership with the Fair for a teen/ multiuse recreation center, and strengthening the relationship/organization between the Trails Committee and Island Rec. Regarding Carter Field development, it is hoped that the Conservation Technix draft 6-year plan, including costs, will assist the Board in their understanding. Director Thomsen will request this be available for consideration at the September meeting.

Trails Committee Report: A Steering Committee is being formed to deal with a potential public Trail on the site of the new hospital. It was noted that National Parks Trail Training is being held on July 23. The possibility of a joint Retreat with Island Rec and the Trails Committee was presented. Roger Sandwith had contacted the Committee expressing concern regarding trails across his property, but was assured that no such plans existed.

Carter Street Community Fields Community Report: (Discussed earlier during the 6-Year Plan discussion).

FANS Report: Committees have been formed to work on the Bylaws and to assist with protecting Island Rec's interests. They hope to arrange representation at future Board meetings.

Fairgrounds Interlocal Agreement: Still in negotiation.

ASK Program: The Board accepted the proposal that the program should in future be operated by Island Rec. The Program will be renamed STAR – Study Time & After-School Recreation. The matter will be discussed further at the next Board meeting.

7. New Business:
Director's Report, June: A letter of resignation has been received from Administrative Assistant Swift Taylor and the search for a replacement is in process.
The Financial Report was presented and discussed.

8. Commission Discussion Items: Commissioner Schoultz announced she will not be able to attend the August meeting.

9. Adjournment: The meeting was adjourned at 7:19pm

Next Board Meeting will be held at 5pm on August 4, 2011

Submitted by: Jeremy Talbott, Commissioner.

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – August 4, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:07 pm on Thursday August 4, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott and Zehner. Staff present: Director Thomsen and Admin. Assistant Swift Taylor.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Susan Mazzarella, representing FANS. At this point the FANS report under Item 6, Ongoing Business of the Agenda, was brought forward. Ms. Mazzarella was introduced to the Board as the representative of FANS who would be attending future Island Rec Board Meetings. The FANS committee continues to work on setting up Bylaws.
3. Approval of Minutes of the previous meeting: Minutes of July 7 meeting were approved and signed.
4. Correspondence: There was none.
5. Approval of Payroll and Vouchers: Approved as presented and signed.

6. Ongoing Business:
6-Year Plan Update: The Board discussed a selection of results of the Survey. The statistics showing public interests were discussed at length. It was agreed that Mr. Duh of Conservation Technix will be asked to include in his planning the possibility of obtaining a Conditional Use Permit qualifying the Lafarge property as a public park.
Director Thomsen advised that full results of the survey together with public comment are linked to the Island Rec website.

Trails Committee Report: Commissioner Roberson reported that the Trails Committee will have a booth at the County Fair and volunteers are needed. Board members were encouraged to contact Alice Hurd to volunteer their time.

The Bike Paths quarterly meeting is on Monday next.

Director Thomsen advised that a joint retreat for Island Rec and the Trails Committed be considered by the Board to improve communication and accountability between both groups.

Carter Street Community Fields Report: Director Thomsen reported that the School is creating a Facilities Evaluation Committee. As Carter Street Fields are one of the School facilities, Commissioner Zehner and Director Thomsen expressed interest in being members of the Committee.

FANS report was dealt with earlier, under (2) above.

Fairgrounds Interlocal Agreement was briefly discussed, approved and signed.

STAR program: Director Thomsen attended a day-long orientation on Child Care Licensing recently. The Licensing process is complex but it is hoped to have all Licenses and Permits in place by the anticipated program start date. Funding for scholarship-eligible families will be available through DSHS, and will therefore not be provided by Island Rec.

7. New Business:

Director's Report: The Director's July report was presented and discussed.

June Financial Report: Presented and discussed.

Touch a Truck Interlocal Agreement: Agreement with Town of Friday Harbor discussed and signed.

8. Commission discussion items:
There was brief discussion regarding staff behavior whilst on program premises during program time. It was agreed that any behavior perceived as inappropriate would be discussed with staff involved.
9. Adjournment: Commissioner Cumming adjourned the meeting at 7.10 pm.

Next Board Meeting will be held at 5pm on September 1, 2011

Submitted by: Dodie Swift Taylor, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – September 1, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:02 pm on Thursday September 1, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner, Schoultz. Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Jacquelyn Reiff, candidate for Island Rec's Board of Commissioners.
3. Approval of Minutes of the previous meeting: Minutes of August 4 meeting were approved and signed.
4. Correspondence: Francie Hansen wrote a letter thanking Island Rec for honoring volunteers at the IRV event at Music on the Lawn. The Lopez Community Trails Network sent a letter thanking the SJI Trails Committee for sharing booth space and ideas at the Fair.
5. Approval of Payroll and Vouchers: Approved as presented and signed.
6. Ongoing Business:
Six Year Plan Draft Review: chapters 5 & 6; Appendix E
The Board discussed chapters 5& 6 of the plan at length, including the addition of language to represent the board's ownership of the plan instead of Mr. Duh's recommendations. It was decided that further explanation is need from Conservation Technix regarding some specific items, as well as the affordability of the plan. The board will meet with Mr. Duh on October 6, in addition to a regular board meeting on October 13, 2011.

Trails Committee Report: Commissioner Roberson reported that the Trails Committee has new business cards which do not have the Island Rec logo on them and suggested that marketing efforts be given prior approval.
Judy Packard passed away recently, and as she was interested in bike safety, an educational event for kids may be in the works.

FANS Report: Commissioner Schoultz reported that the FANS committee has finalized their articles of incorporation and by-laws in order to become a 501(c)3 non-profit. They asked for a wish list from the Board with specific fundraising goals and priorities.

STAR program: Director Thomsen reported that the STAR program has been officially licensed through the state of Washington for childcare. Alice Hibberd is the STAR program coordinator and Mister Conrad is the STAR program leader. The program begins on Tuesday, September 6, and can take a maximum of 30 children each day.
7. New Business:

Director's Report: The Director's August report was presented and discussed. Director Thomsen noted that sports camp participation is down this year and contributed to a \$10,000 revenue decrease from last year.

July Financial Report: Presented and discussed.

Resolution 11-03, Establishing Custodians of the Petty Cash Account:
The resolution removed Dodie Swift-Taylor and Commissioner Schoultz from the Petty Cash Account, and added Commissioner Talbott and Admin. Assistant Heidi White as signers. Commissioner Zehner made a motion to approve the resolution and Commissioner Roberson seconded it. The motion passed unanimously.

Adoption of Revised Scholarship Policy:

The scholarship policy was revised noting that Island Rec scholarships are not available for licensed child care programs, and that participant subsidy funding is available through DSHS. Commissioner Talbott made a motion to approve the revised policy. Commissioner Cumming seconded it. The motion passed unanimously.

Fall / Winter Program Guide:

The 2011-2012 Fall/Winter Program Guide went in mailboxes this week.

8. Commission discussion items:
There was none.
9. Adjournment: Commissioner Cumming adjourned the meeting at 7:40 pm.

Next Board Meeting will be held at 5pm on October 6, 2011

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – October 6, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:03 pm on Thursday October 6, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner, Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Fred Schaller, candidate for Island Rec's Board of Commissioners, and Susan Mazzarella, FANS representative were present. Steve Duh, of Conservation Technix was also present to discuss Island Rec's 6-year plan with the board.
3. Approval of Minutes of the previous meeting: Minutes of September 1 meeting were approved and signed.
4. Correspondence: None.
5. Approval of Payroll and Vouchers: Approved as presented and signed.
6. Ongoing Business:

Six Year Plan Draft Review:
Steve Duh joined the board at the meeting to discuss edits and comments to the six-year plan. The Board discussed the capital facilities plan at length, including clarification of Island Rec's possible role regarding the Carter Fields project and how to proceed with improving the Lafarge property. Any further edits to the six-year plan should be finalized with Mr. Duh in the next few weeks. The board will consider adopting the plan in the next few months.
7. New Business:

Preliminary Budget Discussion:
The board will begin discussing the 2012 budget at the board meeting next week on October 13.
8. Commission discussion items:
Commissioner Roberson reported that there have been kids smoking at the skate park and in the parking lot. The board discussed how best to maintain the park's safety and image and the possibility of asking law enforcement to drop by the park occasionally.
9. Adjournment: Commissioner Cumming adjourned the meeting at 7:20 pm.

Next Board Meeting will be held at 5pm on October 13, 2011

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – October 13, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:00 pm on Thursday October 13, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner, Schoultz. Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Jacquelyn Reiff, candidate for Island Rec's Board of Commissioners; Susan Mazzarella, FANS representative; and Jan Bowinkel-Smith, FANS representative, were present. Later in the meeting the board was joined by Todd Kromer, Will Kromer, Jacob Jackson, and TK Kromer for the purpose of presenting a proposed project at the Skatepark.
3. Approval of Minutes of the previous meeting: Minutes of October 6 meeting were approved and signed.
4. Correspondence: None.
5. Approval of Payroll and Vouchers: Approved as presented and signed.
6. Ongoing Business:

Six Year Plan Draft Review:
There were no further comments.

FANS Report:

Susan Mazzarella and Jan Bowinkel-Smith reported that the FANS committee has its articles of incorporation and will be adopting by-laws and electing officers this Tuesday. They are in the process of obtaining their 501(c)3 status and are discussing the idea of having Island Rec submit a board-approved needs list each October. FANS is currently seeking funding for their startup costs, in addition to the seed money that FANS members have each contributed.

Trails Committee Report:

Commissioner Roberson reported that a bridge is being built at the National Park Service Mitchell Hill area to span a wet area on the trail. The Trails Committee is using \$700 from its budget to fund the bridge in addition to volunteering for construction. Director Thomsen reported that Dave Zeretzke, Chair of the Trails Committee, sees a need for mutual accountability in forming stronger ties with Island Rec and its board, and a retreat may help with that.

STAR:

Director Thomsen reported that the STAR after school program has had low enrollment in its first month. Registrations are increasing, but at the current rate, the program is projected to cost Island Rec more than expected through December 2011. The program needs to have a minimum of 12-15 participants daily to operate and be financially successful. The school's study club is being merged with STAR beginning next week, which will boost enrollment.

7. New Business:
Director's Report September:
The director's report was presented and discussed.

August & September Financial Reports: Presented and discussed.

Summer Park Usage Count:

Director Thomsen presented user data that a volunteer collected at Lafarge, the family park, and the dog park, respectively. The number of residents and visitors were counted on various days during a one-hour time period.

Bloodborne Pathogen Policy Review:

The Bloodborne Pathogen policy was presented and discussed. Commissioner Zehner made a motion to approve the change. Commissioner Talbott seconded it. The motion passed unanimously.

2012 Budget Preparation:

Director Thomsen discussed foreseeable revenue and expense changes in the 2012 budget, including a 1% increase in tax revenue and new construction estimated at \$9,000. Commissioner Roberson will meet with the Director to formulate a preliminary budget for presentation at the November board meeting.

Skatepark Expansion Student Project Proposal:

Friday Harbor High School students Will Kromer, TK Kromer and Jacob Jackson presented a project idea for adding a quarter pipe to the skatepark. The students have obtained a grant to help cover partial costs of the project and have formulated a cinderblock design in conjunction with a skatepark building company called Grindline. The board approved the project pending permission from the fairgrounds, completion of a detailed budget, a design for a safety guard rail behind the quarter pipe, and further consultation with Grindline.

8. Commission discussion items: None.
9. Adjournment: Commissioner Cumming adjourned the meeting at 7:02 pm.

Next Board Meeting will be held at 5pm on November 3, 2011

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – November 3, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:02 pm on Thursday November 3, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner, Schoultz. Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Fred Schaller, candidate for Island Rec's Board of Commissioners; Susan Mazzarella, FANS representative; Dave Zeretzke and Bill Severson of the Trails Committee, Will Kromer, Jacob Jackson, TK Kromer, Todd Kromer, Larry Wight, Vida Wight, and Dennis Garl were in attendance to present on the proposed skatepark addition.
3. Approval of Minutes of the previous meeting: Minutes of October 13th meeting were approved and signed.
4. Correspondence: None.
5. Approval of Payroll and Vouchers: Approved as presented and signed.
6. Ongoing Business:

FANS Report:

Susan Mazzarella reported that the FANS committee has its articles of incorporation, has adopted by-laws and elected officers. They are in the process of obtaining their 501(c)3 status. Commissioner Schoultz reported that FANS is interested in potentially adopting an alcohol policy and would like board opinions. The board generally advised against having alcohol at fundraising events, to maintain consistency with Island Rec, especially when children are in attendance. The board also discussed the idea of limiting the number of events that have alcohol, and private, invitation-only events where alcohol may be appropriate. Susan Mazzarella reported that FANS can now begin accepting donations that will be retroactively tax-deductible when the 501(c)3 status is final.

Skatepark Project Report:

TK Kromer, Jacob Jackson, and Will Kromer presented the final details of their proposed quarter pipe addition to the skatepark, with the assistance of Todd Kromer and Dennis Garl. The fairgrounds board has approved the project, and the total budget is estimated at \$5,201. The students will seek donations from the community to cover costs not covered by the grant, otherwise remaining expenses will be covered by Todd and Cathy Kromer. The board reviewed the budget and detailed drawings, and approved the project with the design for a metal protective fence behind the quarter pipe to ensure safety. Island Rec will have a contract with Grindline to build the quarter pipe, and construction will likely begin this month.

Trails Committee Report:

Dave Zeretzke reported on Trails Committee highlights from the past year, and introduced Bill Severson as the new chair of the committee. Bill Severson reported that he is implementing "trail templates" in order to keep better records of trail conditions, when maintenance is needed, and future plans. One person will be responsible for each trail and updating the templates, which will be online. Severson also reported on the committee's plans for 2012, including an interest in developing a trail on the new hospital grounds. The committee requested \$5,000 from Island Rec to complete the project in summer 2012. Director Thomsen noted that a long-term lease/use agreement would be necessary in order to justify using public funds to develop a trail on private property.

7. New Business:
Director's Report October:
The director's report was presented.

Lease Renewal:

The board agreed that Island Rec's office lease should be renewed for March 2012-February 2013.

Salary Comparison:

Director Thomsen reported that 2004 was the last time Island Rec's salary schedule was discussed, when the Recreation Specialist position was added. She presented a salary comparison study and Commissioners Cumming and Talbott volunteered to spend additional time reviewing Island Rec's current salary schedule.

Draft Budget Discussion:

Director Thomsen presented the proposed 2012 budget that was created with the help of Commissioner Roberson. The board discussed it briefly, including the costs of running the STAR program, and the possibility of adding a year-round Youth Specialist position to lead both Camp Eagle Rock and STAR. The board agreed that further discussion regarding the budget is needed and scheduled an additional meeting for this purpose.

8. Commission discussion items: None.
9. Adjournment: Commissioner Zehner adjourned the meeting at 7:28 pm.

Next Board Meeting will be held at 5pm on November 17, 2011 for the purpose of discussing the budget, followed by a regular meeting on December 1, 2011.

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – November 17, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:05 pm on Thursday November 17, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner. Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: None.
3. Approval of Minutes of the previous meeting: Minutes of November 3rd meeting were approved and signed.
4. Approval of Payroll and Vouchers: Approved as presented and signed.
5. Ongoing Business:

Proposed 2012 Budget Review:

Director Thomsen presented the proposed 2012 budget, and that it is greatly impacted by the STAR program. The board discussed the STAR program at length and its cost to Island Rec. Provided that the STAR program continues to grow in attendance, the proposed budget includes a Youth Specialist position that would combine the Camp Eagle Rock director and the STAR Coordinator into one year-round, ¾ time position. This position would not be hired until STAR has greater attendance/revenue. The board discussed the need to underwrite STAR's expense until it becomes clear whether or not to continue the program. The board agreed that it is too early to cancel the program, even though current attendance is low.

The board discussed the proposed personnel expense increases in detail, including the Youth Specialist Position and the Cost of Living (COLA) increase of 3.2% for the Director, Recreation Specialist, and the Administrative Assistant.

Director Thomsen also reported that staff health insurance premium decreased for 2012, allowing for an increase in the monthly amount that permanent staff members receive in their Health Savings Account (HSA) at no additional cost to Island Rec.

Commissioner Talbott made a motion to approve the COLA 3.2% salary increase for the Director, Rec. Specialist and Admin Assistant. Commissioner Zehner seconded the motion and it passed unanimously.

Following a public hearing at 5 pm on Monday, November 28, the board plans to adopt the 2012 budget as proposed.

6. Commission discussion items: None.
7. Adjournment: Commissioner Cumming adjourned the meeting at 7:12 pm.

The next Board Meeting and public hearing will be held at 5 pm on November 28, 2011, followed by a regular meeting at 5pm on December 1, 2011.

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – November 28, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:04 pm on Monday November 28, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner. Staff present: Director Thomsen and Admin. Assistant White.
2. Open Public Hearing; 2012 Budget Adoption
Commissioner Cumming opened the public hearing at 5:05 pm; no visitors were present.
3. Close Public Hearing
Commissioner Cumming closed the public hearing at 5:06 pm.
4. Introduction of Visitors/Public Comment on Non-Agenda items: None.
5. Approval of Minutes of the previous meeting: Minutes of November 17th meeting were approved and signed.
6. New Business
Resolution 11-04 Setting the Levy Rate for 2012:
Commissioner Zehner made a motion to adopt resolution 11-04 setting the property tax levy for the year 2012. Commissioner Roberson seconded the motion and it passed unanimously.

Resolution 11-05 Adopting the 2012 Budget:
Commissioner Zehner made a motion to adopt the proposed 2012 budget. Commissioner Roberson seconded the motion and it passed unanimously.
7. Commission discussion items: None.
8. Adjournment: Commissioner Cumming adjourned the meeting at 5:10 pm.

The next Board Meeting will be held at 5 pm on December 1, 2011.

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Schoultz

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott

San Juan Island Park & Recreation District
Minutes of the Board of Commissioners' Meeting – December 1, 2011

1. Call to Order: Commissioner Cumming called the meeting to order at 5:04 pm on Thursday, December 1, 2011 in the Island Rec Office. Commissioners present: Cumming, Roberson, Talbott, Zehner, Schoultz. Staff present: Director Thomsen and Admin. Assistant White.
2. Introduction of Visitors/Public Comment on Non-Agenda items: Marc Islam with FANS, Matthew Mazzarella to present his badminton standards project, and his brother Mark Mazzarella.

Matthew Mazzarella presented his community/eagle scout project to the board, which was to build much-needed replacement badminton standards for Island Rec. The new standards are already in use at the Monday/Wednesday drop-in programs. The standards can also be used for pickle ball.

FANS Report:

Marc Islam distributed a copy of the FANS proposed alcohol policy to the board. The board discussed the policy; specifically the importance of not serving alcohol at events where children are present, as well as the potential liability to both FANS and Island Rec by association, should an incident occur relating to someone intoxicated at a FANS event. The board agreed that Island Rec's public image is important and that they were comfortable with the policy as written. Marc also reported that FANS needs to develop a logo, and encouraged the board to move up its timeline to review Island Rec's logo first. Marc said that FANS 501(c)3 documentation and budget will likely be finalized and submitted by the end of the year.

3. Approval of Minutes of the previous meeting: Minutes of November 28th meeting were approved and signed.

The board re-signed Resolution 11-05: the one at the November 28th meeting had a clerical error in it.

4. Correspondence: None
5. Approval of Payroll/Vouchers: approved as presented and signed.

6. Ongoing Business:

Trails Report

Commissioner Roberson reported that the date has been set for the spring bicycle tune-up for March 31, 2012, and it will include a bike swap.

STAR Report

Director Thomsen reported that a satisfaction survey went out via email today to parents who have used the STAR program for their children. Staff also met on November 30th to brainstorm ways to better address the after school care needs of parents and kids. Thomsen met with the Prevention Coalition, which is interested in dedicating funds to support the program. They are also interested in having the school help identify those students who are going home alone, in order to better target who needs the STAR program. The board discussed the need for STAR to be primarily after school care, which can be enhanced within those parameters; i.e. field trips and other activities don't hinder what time parents can pick up their child, or how many people can attend (based on vehicle space), etc. The board also discussed student volunteers assisting STAR and that staff need to ensure volunteers are enhancing the program and not distracting from it.

Lafarge Update

Director Thomsen reported that she has become aware that members of the Sunrise community development have cut a trail through the Anderson's private property in order to reach Lafarge. The board reviewed a map of the adjacent properties, some of which is owned by the Buck's, and discussed how to best address the situation. It was noted that the Anderson's have been approached by the Trails Committee

on more than one occasion and they have denied access across their property. Commissioner Talbott made a motion to have Commissioner Roberson ask the Trails Committee to begin discussion with the Buck's about the possibility of creating a public trail through their property in order to mitigate usage of the trail through the Anderson's property. Commissioner Schoultz seconded the motion and it passed unanimously.

Six Year Plan Draft Final Review

Director Thomsen presented a compilation of proposed edits/changes to the six year plan draft. Each was reviewed and discussed for omission or editing. The board plans to adopt the Six Year Plan at the January meeting.

Skate Park Addition Update

Director Thomsen reported that the planned quarter pipe addition will start this week with delivery of supplies and construction will be finalized next week when Grindline arrives. There are signs posted at the Skate Park about the partial closure, and Todd Kromer is overseeing the project.

7. New Business

Offering "off season" youth sports

Director Thomsen asked the board to engage in a philosophical discussion regarding offering "off-season" youth sports for ages 12 and under. Currently Island Rec does not encourage youth to "specialize" in only one sport, by not offering sports out of season (e.g. boys basketball is only offered in the Fall). Because this is such a small youth population to engage in sports, this ensures Island Rec is not competing with its own programs or other sports groups, and thereby "cannibalizing" them. Director Thomsen reported that Island Rec will oversee a new Futsal drop-in program on Sundays for high school students, as a group of students expressed an interest in helping organize it and it does not interfere with other programs. A parent is also interested a Futsal open gym for elementary- ages, but the program would compete with basketball, which is offered through Island Rec and Swish. The board decided not to pursue Futsal for elementary ages this year, but will consider it in the future.

Director's Report December: Presented and discussed.

October Financial Reports: Presented and discussed

New Board Chair

Commissioner Roberson accepted the position of board chair for 2012 as per the rotating schedule.

Island Rec Logo: Discussing Island Rec's logo was postponed.

8. Executive Session RCW 42.30.110, Recreation Director's Performance Review: Postponed.

9. Commission discussion items: None.

8. Adjournment: Commissioner Roberson adjourned the meeting at 7:35 pm.
The next Board Meeting will be held at 5 pm on January 5, 2012.

Submitted by: Heidi White, Administrative Assistant

Commissioner Cumming

Commissioner Reiff

Commissioner Roberson

Commissioner Zehner

Commissioner Talbott