

ISLAND REC
SAN JUAN ISLAND PARK AND RECREATION DISTRICT

BOARD OF COMMISSIONERS' MEETING
DRAFT Minutes – June 20, 2024, 5pm

1. Call to order
 - Commissioner Cumming called the meeting to order at 5:00 pm on Thursday, June 20, 2024, in the Island Rec Office. Commissioners present: Cumming, Zehner, and Eltinge; Present via Teams: Commissioner Moalli. Absent: Commissioner Ragsdale. Staff present: Director Jack, Recreation Manager Klassen, and Administrative Coordinator Mapstead (recording minutes).
 - Visitors:
 - Michelle Stringer, Maddie & Matt Ovenell, Karen Vedder & Laurie Orton, Greg Moses, General Manager of THE REC SJI
2. Introduction of Visitors/Public Comment on Non-Agenda Items
 - Michelle Stringer, Matt & Maddie Ovenell expressed support for JV Softball be added to Friday Harbor H.S. athletics. They have reached out to the school district as well.
 - Karen Vedder & Laurie Orton-came to share about the library levy \$0.41 coming up on 8/6/24 and hoping that it will last 10 years for M&O (none of the \$ will go towards the new building. There will be a \$400,000 shortfall if the levy fails)
3. Approval of the May 2, 2024, meeting minutes
 - Passed without objection
4. Approval of Payroll/Vouchers: The following were approved and signed:
 - Vouchers for fund 6351: \$3970.60, \$5721.25, \$18,679.63, \$8448.82
 - Vouchers for fund 6353: \$868.69, \$1903.29, \$2091.86, \$1461.11
 - May Payroll totaling: \$63,934.55
 - June Payroll totaling: \$67,542.98
5. Old Business:
 - Trails Committee Update-Discussed potential website upgrades and associated costs.
 - Landbank Agreement/Beaverton Valley Marsh-Land Bank installing a gate in the fence, crew will excavate, etc. Construction traffic will go through Umberto's property. The grand opening celebration date tentatively set.
 - OPALCO easement projects-Geo Tech came on June 4th to do an assessment. A final design and easement should be done by the end of July. They are hoping to begin working by the end of the summer.
 - Water at Fairgrounds- we are assured that there will be water for our summer programming
 - Staff Update – (Bethany Klassen) No CER Director so Rec Manager Klassen has taken the position as a behind the scenes director and will be on-site when needed. There is an Assistant Director who will be on site every day.
 - Adult Fitness Programming-(Bethany Klassen) Rec Specialist Whitney is talking with Boo Boo to see if she will offer a flexibility/mobility class around August/September. Looking for another fitness instructor. Spoke with Anna at the Mullis Center and she is willing to work with us on finding a time where we can rent the Mullis Center to hold a class.
 - Capital Projects
 - Feasibility Study Timeline update-Commissioner Zehner and Director Jack are meeting with planners tomorrow to scope the location

- COAF Skatepark Grant Update-Director Jack and Park Maintenance Superintendent Roberson have been working on this for the last two weeks, due by June 27th. A survey has gone out to see what people on the island are interested in and 137 people have answered in just 4 days. We emailed families who have been involved in our skateboard programs and to all the co-ed soccer league participants. Several have also commented that they are also still interested in a pump track. We are requesting \$540,000 for upgrades and to meet the safety requirements.

6. New Business

- The Rec naming-discussed with Greg Moses from THE REC conflicts and confusion that have arisen due to the very similar name. Both entities also plan to look for more areas of partnership for future programming.
- FHHS Athletic Budget- discussed and looks like FHHS will need to dip into their reserve at the end of the year.
- Cancellation & Refund Policy- After a few weeks of offering credit card refunds it became clear that the \$5.00 processing fee would not cover the charges from our processing company. Staff request to update the policy to a 3% processing fee for credit card refunds, which will cover the cost of the transaction.
 - Commissioner Zehner motioned to accept the new cancellation and refund policy and Commissioner Moalli seconded the motion-
 - It passed unanimously.
- Resolutions 24-02 and 24-03 updating petty cash and registration software bank account balance
 - Commissioner Eltinge motioned to accept both Resolutions and Commissioner Zehner seconded.
 - It passed unanimously.
- Financial Reports – April & May 2024 discussed

7. Director’s Report-discussed

8. Commission Discussion Items

- Commissioner Cumming brought forth the need for maintenance on the Egg Lake dock. Some of the boards need to be replaced.
 - Director Jack will forward the original materials list from IR records.
- July 4 Parade Participation
- AP during director vacation-AP due July 2nd and there is a need for a commissioner to go through AP on July 1st with Admin Coordinator Mapstead
 - Commissioner Zehner will come in to help go through all the invoices
- Budget amendment volunteer(s)- Commissioner Eltinge will help Director Jack with the upcoming amendment

9. Adjournment-Meeting ended at 8:22pm

Next Official Meeting: August 1, 2024

Commissioner Cumming

Commissioner Eltinge

Commissioner Ragsdale

Commissioner Zehner

Commissioner Moalli