

ISLAND REC  
SAN JUAN ISLAND PARK AND RECREATION DISTRICT

BOARD OF COMMISSIONERS' MEETING

Minutes – August 1, 2024, 5pm

1. Call to order:
  - Commissioner Zehner called the meeting to order at 5:00 pm on Thursday, August 1, 2024, in the Island Rec Office. Commissioners present: Ragsdale, and Eltinge; Present via Teams: Commissioner Moalli. Absent: Commissioner Cumming. Staff present: Director Jack, and Administrative Coordinator Mapstead (recording minutes).
2. Introduction of Visitors/Public Comment on Non-Agenda Items-No visitors
3. Approval of the June 20, 2024, meeting minutes
  - Passed without objection
4. Approval of Payroll/Vouchers: The following were approved and signed:
  - Vouchers for fund 6351: \$18161.73, \$3072.86, \$162,097.32
  - Vouchers for fund 6353: \$1686.70, \$1479.94, \$4212.94
  
  - July Payroll totaling: \$109,270.71
5. Old Business:
  - Trails Committee Update-Commissioner Moalli updated
    - Know your island walks- three more walks coming up in the next 3 months
    - They are working on the website issues+
  - Landbank Agreement/Beaverton Valley Marsh (Last time on agenda)-
    - Grand Opening Saturday, 12:00-3:00pm
  - OPALCO easement projects-
    - Reviewed two documents that would relinquish existing easements back to Island Rec from Opalco.
    - Reviewed new Opalco easement documents and maps; would require signatures from all commissioners and a Notary.
      - Commissioners requested a site visit. Director Jack agreed to arrange a special meeting at Lafarge for a tour with OPALCO reps.
    - Commissioner Ragsdale will ask someone to come in to notarize the new easement
  - Adult Fitness Programming-
    - Boo Boo has offered more classes for Island Rec in August; she will be a salaried employee with The REC as of August but is committed to continue working with Island Rec to provide affordable fitness classes for older adults
    - The REC has requested a 60/40 split for the classes
  - Capital Projects- Work has started on the automated gate at Linde
    - Feasibility Study Timeline update-Director Jack and Commissioner Zehner met with Don and Geoff to discuss various possibilities
    - COAF Skatepark Grant Update-2<sup>nd</sup> application was submitted in late June; final will be due mid-August. We should know by early October if we are in the running for the grant
6. New Business
  - Resolution 24-04 RCO Grant Applicant Resolution
    - Commissioner Ragsdale moved to accept the resolution; Commissioner Eltinge seconded.

- Passed unanimously
- Updated STAR Site Lead job description-
  - Staff all agree that the Site Lead position is beneficial and should continue.
  - Recreation Specialist Colegrove will be on site every Monday; determined fewer staff required daily this fall
  - The Site Lead job description will need to be updated to include DRS (IR contributes roughly \$2000 and staff person would contribute roughly \$1300 annually).
- SJ County Auditor decision to cut services to all Jr Taxing Districts-
  - Director Jack and Kori are concerned that 6 months may not be enough time to be ready to take over payroll and accounting, and were disappointed with the notification and follow-up process.
    - Director Jack asked the county Auditor for additional time but was told no
  - Director Jack is talking with a local bookkeeper about helping us set up an accounting and payroll system
  - Director Jack and Kori have met with several other SJ County districts and had very productive discussions and recommendations
  - Park and Rec Jr taxing districts are required to use the County as Treasurer and Auditor
- Interlocal with Town of Friday Harbor-discussed
- Financial Reports – June 2024-discussed

7. Director's Report-discussed

8. Commission Discussion Items

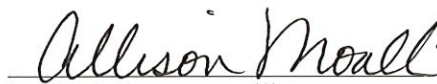
9. Adjournment at 8:30

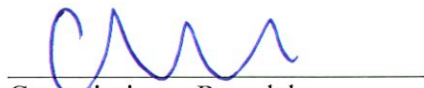
Next Official Meeting: September 5, 2024

  
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 Commissioner Cumming

  
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 Commissioner Zelner

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 Commissioner Eltinge

  
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 Commissioner Moalli

  
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 Commissioner Ragsdale