

**MINUTES
OF THE REGULAR BOARD MEETING OF THE
WESTERN ELMORE COUNTY RECREATION DISTRICT
JULY 28, 2010, 11:30 A.M.**

DIRECTORS PRESENT: Marsha Sellers
Mollie Marsh
Jana Borgholthaus

OFFICE ASSISTANT: Beth Reed

TREASURER: Judy Erwin

PUBLIC LIAISON: Betty Ashcraft

GUESTS: James Smith
Judy Mayne
Art Nelson
Chris Alzola
Charles Kennedy

The Regular Board Meeting of the Board of Directors of the Western Elmore County Recreation District was called to order at 11:35 a.m. by President Marsha Sellers.

I. Quorum

President Sellers established that there was a quorum with all three directors present.

II. Mission Statement

President Sellers read the mission statement.

III. Consent Agenda

The items on the Consent Agenda included:

- A. Minutes: Regular Meeting June 23
- B. Treasurer's Report: July 23, 2010
- C. Current bills, totaling \$4,005.56

Director Borgholthaus moved to approve the Consent Agenda. President Sellers seconded the motion. Motion carried.

IV. Reports

- A. Secretary: Beth Reed reported that the time for the August 25th Regular Board Meeting will be at 7:00 p.m., right after the Proposed Budget Hearing at 6:00 p.m.

B. Treasurer: Judy Erwin reported on credit applications for the District. She will look into the possibility of the District having a credit card account with the banks investing WECRD funds. She said that she had filled out the credit application for the Mountain Home News and it was ready for approval. Director Marsh moved to approve that the WECRD establish a credit account with the Mountain Home News. Director Borgholthaus seconded. Motion carried.

C. Legal

1. Website contract: Brian Peterson was not present but prior to the meeting had e-mailed the Directors the proposed contract with Varietus LLC for website services (see Attach 1). The Directors reviewed the document. President Sellers commented that the website has now been built and is running satisfactorily. She moved that the contract for website support from Varietus be approved. Director Marsh seconded the motion. Motion carried. President Sellers then moved that the months of June and July maintenance bill of \$99.00 times two be paid to Varietus. Director Borgholthaus seconded the motion. Motion carried.

2. Election officer job description: Director Marsh reported that an Election Officer Job Description is not necessary; however, the Election Officer must follow the Idaho Code for Elections as it pertains to Recreation Districts. Director Marsh announced that Betty Ashcraft is the Election Officer for the District. Director Marsh moved that the WECRD Election Officer will follow the Idaho Code regarding Recreation District elections. Motion was seconded by Director Borgholthaus. Motion carried.

3. Leasing water use: Ms. Erwin reported that presently there are no requests to lease our irrigation water.

4. YMCA Market Study contract and bill: The Directors reviewed the Market Study contract and bill submitted by Strategic Research Associates (see Attach 2). President Sellers moved to accept the Strategic Research Associates contract for the Market Study for the CLDC. Motion was seconded by Director Borgholthaus. Motion carried. President Sellers then moved that the WECRD pay Strategic Research Associates their bill of \$10,000 for their help with the Market Study. Director Borgholthaus seconded the motion. Motion carried.

D. Technical

1. Tech support: the Directors reviewed the Contract for Services proposal that Director Marsh prepared (see Attach 3). She recommended hiring James Smith of Affordable Computer Repair to serve as the district's technical support, and having the WECRD attorney draw up a contract with Mr. Smith based on the Contract for Services draft.

2. Website: President Sellers reported that she has received lots of compliments on the District's new website and the improved communication to the community because of it. She declared that Varietus will continue to host and maintain the website, with long range goals to train WECRD office staff to be able to submit material directly to the website. She is also working on getting more educational programs concerning health, fitness and nutrition on the website. Ms. Reed reported that she has been compiling data on local sports and recreation

organizations for the website and has prepared a Photo Release Form so she can take pictures of team activities.

E. Public Liaison: no report.

F. Election Officer: Betty Ashcraft reported that the publishing of Notice of Candidate Filing for the November 11 election will be in the August 18th edition of the Mountain Home News. August 18 through September 1 is the timeframe for candidate filing for the two WECRD Director positions up for re-election. Filing information can be picked up at the WECRD office during this time. She will put an Election Schedule of Important Dates on a poster in the Volunteer Office.

V. **Public Comment Period on Agenda Items:** no comments.

VI. **Continuing Business**

A. Federal Appropriations: no report.

B. YMCA: Director Borgholthaus reported that YMCA Director Billie Bernasconi has informed her that the Market Study has now been completed and an analysis of that study will be performed at the next CLDC meeting on August 19. The results will be publicly announced at a Town Hall Meeting sometime in September.

C. Budget Proposal: Ms. Erwin reported that new construction figures are now available and can be included in the proposed Budget. On August 1, she will have the Budget Hearing announcement into the Mountain Home News for printing. Ms. Erwin explained that the income is less for the FY10-11 budget because much of the income interest on WECRD investments is being delayed by being locked into long-term Certificates of Deposit. Director Marsh said that she would like to increase payroll for FY10-11 Budget for the possibility of hiring a Public Liaison. Director Borgholthaus moved that the WECRD approve, publish and post the FY2010/2011 Operating Budget Proposal in the amount of \$447,378. Motion was seconded by President Marsh. Motion carried.

D. AFAD: Ms. Erwin reviewed the matrix the office prepared for items needed for the WECRD float and booth. Visors, throw-treats and arm bracelets are on order. A canopy will be purchased this week. President Sellers stated that she would like to have all Directors, staff and volunteers wearing shirts with the WECRD logo on them. Ms. Ashcraft reported that the WECRD flyer is almost ready for publishing. There was a discussion on how many flyers to print out and whether to do them in-house or sending them out to a printing business. Director Borgholthaus will have the final say as to how many flyers to print out. The WECRD business card has also been updated and will be handed out at the booth. President Sellers would like to have 250 to hand out. Director Borgholthaus will also make the decision on how many business cards to print out.

E. Signs: President Sellers said to leave the sign on the property as is for now so one side can be used to make announcements to the community. The other side has the WECRD information with our logo and motto on it.

