

**MINUTES
OF THE REGULAR BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT
JANUARY 27, 2010 – 7:00 P.M.**

DIRECTORS PRESENT: Mollie Marsh
Marsha Sellers
Jana Borgholthaus

ATTORNEY: Brian Peterson

PUBLIC LIAISON: Betty Ashcraft

TECHNICAL SUPPORT: John Neely

SECRETARY: Beth Reed (substitute for Judy Erwin)

GUESTS: Frank Marsh
Charles Kennedy
Cashia Brown
Justin Brown
Joe Howard
Scott Hunsaker
Doug Mayne
Judy Mayne
Art Nelson
Geoff Schroeder
Rick Lauric
Tracy Lauric

The regular monthly meeting of the Board of Directors of the Western Elmore County Recreation District was called to order by Board President Mollie Marsh at 7:00 p.m. on January 27, 2010.

Quorum

Director Marsh established that there was quorum with all three directors present.

Mission Statement

The Mission Statement was ready by Acting Secretary Beth Reed.

Consent Agenda

The items in the Consent Agenda included the following:
Minutes of the Board Meetings of 10-28-09, 11-15-09
Treasurer's Reports of 11-19-09, 12-23-09, and 1-21-10
Bills, totaling \$4,222.68

Director Mollie Marsh made a motion to approve the Consent Agenda. Director Jana Borgholthaus seconded the motion. A vote was taken with all directors in favor of the motion. The motion passed.

Reports

2009 Audit: Scott Hunsaker, certified public accountant, reported to the board. Highlights of the audit: our net assets increased \$330,000 from the previous year, operating expenses increased around \$80,000 and revenues were consistent with the previous year. Mr. Hunsaker noted that one person was doing the accounting for the District. He suggested more board involvement in the book keeping process. Director Sellers made a motion to approve the Audit Report of 2009. Director Borgholthaus seconded the motion. A vote was taken with all directors in favor. The motion passed.

Secretary/Treasury: funds transfer – Director Sellers reported that she met with local accountant ,Chris Alzola to discuss Ms. Alzola's recommendation to use local banks to earn more interest and "help the local economy".

Ms. Sellers recommended keeping the checking and savings accounts at Pioneer Credit Union and moving the WECRD funds presently invested in the LGIP into local banks. She reported her goal in this project would insure these accounts, increase the interest earned, and support local banks. She recommended moving the uninsured LGIP funds to five or six different banks into five- year Certificates of Deposit. There was a general discussion on what CDs would be best. Director Marsh voiced she would rather stagger CDs into smaller term years in order to have the money available if and when a recreation center is built. All directors reached the conclusion that any term CD would be better then leaving the funds in an LGIP. Attorney Peterson is to write an "Opinion Letter" on this matter. Attorney Peterson also recommended consulting finance professionals. This issue was tabled for a special meeting next week after the Board does more research. Director Sellers will also be contacting Chris Alzola and local bank representatives to be present at this meeting. Director Borgholthaus made a motion that the WECRD Board move \$130,000 from checking into savings account at Pioneer Credit Union. Motion was seconded by Director Marsh. A vote was taken with all Directors in favor of the motion. Motion passed. A second motion was made by Director Marsh that the WECRD Board automatically deposit the January 2010 tax check into savings at Pioneer Credit Union. Motion was seconded by Director Borgholthaus. A vote was taken with all Directors in favor of the motion. The motion passed.

Legal

Concerning the land lease: Attorney Peterson will be preparing a new lease (basically same as last year's contract) and deliver it to Preston Lord A motion was made by Director Borgholthaus

that Mr. Peterson contact our lessee to see if he wants to renew the contract as was set out last year. Motion seconded by Director Sellers. A vote was taken with all Directors in favor. The motion passed.

Facility Use Policy

Mr. Peterson did not have a draft prepared for this policy . He has looked over Secretary Erwin's draft policy and would like to add the word "individual" in the first paragraph. He will look into this policy to see if this is considered a "sub-lease". He advised the board that any "sub-lease" policies are subjected to the lesser. He also advised that liability and insurance issues need to be addressed. There should also be some language contained in the policy that renters will sign some sort of release of liability or waiver. He also stated that there are legal factors to consider when charging or waiving charges for use of the building and its equipment so that directors aren't accused of any discrimination. Mr. Peterson recommended obtaining a copy of the library's or Parks and Recreation's Facilities Use Policies. Mr. Geoff Schroeder got up to address the Board and stated that he will get copies of other business' Facility Use Policies. After the Directors decide what they want included in this policy, Mr. Peterson will draft a policy. He told the Board that they aren't bound to use the WECRD office for only recreation purposes. Director Sellers will work with Mr. Peterson on drafting this policy, and possibly have a policy ready for next month's Board Meeting.

Document Release Policy

Director Sellers advised that, due to problems with the "three working days to prepare" rule, e-mail or phone requests for documents will no longer be accepted. Requests must now be mailed or hand-delivered. The original request-for-documents form will now be post-marked with the date received and kept on file. Charges information should be put into the policy. Attorney Peterson thinks these changes need to be made before policy is adopted by the Board. He recommended that further study is needed. This item will be put on the February Board Meeting agenda.

Technical

John Neely reported that efforts are being made to bring another copier to the office. He is looking into lease versus purchase options and will have that information for the February meeting. Mr. Neely recommended stepping-up the building of the web-page and would like to involve technical-minded volunteers in the process. He would like to change our website to a "public-domain" address with a service provider. Director Borgholthaus volunteered to head up a group of volunteers to do cost-comparisons for the web-page. Director Marsh recommended immediate updating of the web-page to reflect what the WECRD can now offer the community with the new office. Director Sellers recommended the purchase of a hard-drive computer, monitor, mouse and internet access for the volunteer desk. This computer would then be used by the volunteers, directors and staff. Mr. Neely responded that the WECRD has some extra monitors and hard-drives and will put one together. Mr. Neely then discussed the statewide "Computers for Kids" program and recommended the WECRD offer our office as a staging

place for dropping off and picking up donated computers. He will present more detail on this program at the February Board Meeting.

PUBLIC LIAISON

Betty Ashcraft reported that the musical put on last week at the WECRD was a tremendous success. The Mountain Home Junior High's "Act-Out" drama club raised \$2,800 for the junior high students. The money raised will go towards purchase of portable staging. Over 400 people attended the four performances. Ms. Ashcraft remarked that Mr. McCarroll, the Junior High Principal, will be contributing the rest of the cost, estimated at \$6,000. Ms. Ashcraft read the Board a "thank-you" letter from the principal to the WECRD. Director Marsh noted that she gave approval for the Drama Club to use the WECRD building.

PUBLIC AWARENESS

Programs: Beth Reed reported that two gardening classes are set up at the WECRD office for March 20th. Ms. Reed will prepare a press-release and web-site advertisement on this. She also reported on two other proposals for use of our office by the community. One proposal is for the WECRD to partner with the Elmore Hospital's Center for Community Health Committee to design a walking program starting in the spring. Keri Meiss is the point-of-contact from the Community Health Committee. She proposes the use of the WECRD office as a meeting place, our advertising of this event, and mapping out a training route near the WECRD office building. She will formally propose her idea before the Board at the February meeting. The second proposal was made by Albert Clement for the WECRD to partner with the AFAD committee to start a training program for those people who desire to train to run the AFAD 5-mile run in September. Ms. Reed will contact Albert Clement and present this idea at the February meeting.

CONTINUING BUSINESS

YMCA: Director Borgholthaus reported that the CLDC is working on the surveys to residents. . She said that all interviews of the selected people in town have been completed. There will be a Town Hall Meeting in April to report to the community on the findings from the surveys and CLDC interviews. Art Nelson (CLDC member) reported to the Board that the CDLC has formed a sub-committee to explore different businesses that can perform a professional market Study. There will be a "Request for Proposal for Market Study" to the Board, and that the CLDC groups and YMCA will make recommendations to the board for several firms that could be selected to do this study. . Attorney Peterson advised the Board that this market study will be separate from the YMCA contract and will need a separate contract.

FEDERAL APPROPRIATIONS: Betty Ashcraft reported that the application for FY 2011 is due by February 12th. She needs the Board's approval to pursue this application. She advised the Board that these funds are contingent on a facility being built. She also described in detail what the term "footprint" means as it pertains to the building of a recreation center. In the WECRD's case, the surveyor has made a "footprint" for a section of the WECRD property that will be elevated should a building be erected. This "footprint" can avoid flood-plain issues. A motion was made by Director Borgholthaus that Betty Ashcraft proceeds with the Federal

Appropriations application for FY11 and be the primary point of contact along with one director. Motion was seconded by Director Sellers. A vote was taken with all Directors in favor of the motion. Motion passed.

NEW BUSINESS

“Let’s Play”: Director Marsh presented a proposed recreation grant program that she wants the WECRD to sponsor called “Let’s Play”. This grant would award money to deserving community entities for their recreational programs. Director Marsh would like a volunteer or sub-committee to work on this program and to communicate this to the community. She said that the YMCA has reacted favorably about this proposal. Director Marsh conceded that the program will require a lot of guidelines to be successful. Director Borgholthaus will contact David Freer about heading up this program along with the WECRD. A Special Meeting concerning this proposal will be held at a later date.

Reorganization of the board: a motion was made by Director Borgholthaus that Marsha Sellers be the new president for the WECRD Board for 2010, effective immediately. Motion was seconded by Director Marsh. A vote was taken with all Directors in favor of the motion. Motion passed. A motion was made by Director Borgholthaus that Mollie Marsh be the new vice-president for the WECRD Board for 2010, effectively immediately. Motion was seconded by Director Sellers. A vote was taken with all Directors in favor of the motion. Motion carried. The oath of the WECRD was rendered to Director Sellers and Director Marsh by Public Liaison Betty Ashcraft. There was a general review of responsibilities. Director Sellers recommended hiring two part-time employees: one as a personal assistant for the President/Vice-President; one a bookkeeper. An Elections Officer must also be hired. Attorney Peterson will look at the WECRD contract for the Elections Officer hired in 2008 to see if changes need to be made. There will be a Special Meeting next Wednesday, February 3rd concerning the hiring of more staff. Director Sellers also recommended changing the meeting times to be held during WECRD office hours. A motion was made by Director Sellers that the WECRD change the time of their regular Board Meetings to 11:30 a.m., beginning 2-24-2010. Motion was seconded by Director Borgholthaus. A vote was taken with all Directors in favor of the motion. Motion passed.

GENERAL DISCUSSION

Director Marsh passed out an article entitled “Solar Hot Water System at Glenns Ferry Pool” to Board members and staff. A motion was made by Director Marsh to move into Executive Session. Motion seconded by Director Sellers. A vote was taken with all Directors in favor of the motion. Motion passed.

PUBLIC COMMENT

At 10:16 p.m., the Board moved out of Executive Session and the Board Meeting resumed. The Board heard comments from Rick Lauric, Tracy Lauric and Cashia Brown.

