

**Greater Toledo Pool Recreation District
Board of Directors Regular Meeting Minutes
February 5, 2024, 6:00pm
Toledo Library Meeting Room
174 NW 7th Street, Toledo OR 97391**

Directors Present: Roy Kinion, Rachael Wallace, Kay Chambers, Peter Vince
Amanda Hockema via phone

Staff Present: Interim Director Hal Wallace

Community members: Jim Chambers, Mysti Layton, Mindy Pettis, Penny Huntsucker, Fiorola Silkett

Other: Deb Hite, GTPRD Recorder; Samantha Plummer and Gema Larson, Central Coast Ledgers, LLC.;
Braulio Escobar, GTPRD Legal Representative

1. **Call to Order:** Meeting was called to order by Roy Kinion at 6:05pm
2. **Roll Call:** A quorum was established.
Adjustments to the Agenda: 5.b. Recreational Swim
6.b. Public Comment
3. **Consent Calendar:** The minutes were read from the January 22, 2024, Regular Board meeting, a move to approve was made by R. Wallace and seconded by P. Vince. Motion passed unanimously.
4. **Unfinished Business/Information:**
 - a. **PTO Guideline Update**—No progress
 - b. **Steering Committee Update**—Meeting is being rescheduled.
 - c. **Scope of Service from Braxling**—In process
 - d. **Swim Pool/Gym Facility Intergovernmental Agreement (IGA) with City of Toledo**—The IGA will be reviewed by GTPRD Legal Representative B. Escobar prior to signing. The Board discussed the IGA and it was decided that P. Vince will represent the Board as the contact person for B. Escobar. It was mentioned that a signature from R. Kinion is required on the Personnel Services contract for Scott Edwards Architecture for the conceptual design.
 - e. **Budget Calendar**—Members of the Board, Central Coast Ledgers and Local Budget Committee member, Jim Chambers, will be attending a training on March 6, sponsored by Oregon.gov regarding local budget law. The Board discussed budget meetings and timelines.
 - f. **Newsletter**—H. Wallace reported that he plans to have a quarterly newsletter starting this March, he suggested it be called “Splash”. It will be published on the GTPRD website and eventually in a mailer to the community. There was discussion regarding our current social media accounts.

5. New Business:

- a. Financial Report and Audit Update**—S. Plummer presented a profit/loss statement. A tax revenue report was presented and reviewed. The audit continues to move forward.
- b. Recreational Swim**—The swim schedule has been updated and posted to Facebook. H. Wallace will be responding to questions and comments posted on FB. The Board discussed possible recreational swim times and days.

6. Reports and Comments:

a. Director's Report

- i. Team Staff Meeting Update**—The staff meeting went well, food was provided. H. Wallace introduced himself and got to know the staff a bit better.
 - ii. Troy DeYoung Meeting**—H. Wallace believes Troy will be a good resource.
 - iii. Employee Handbook Updates**—Ongoing
 - iv. Hiring Initiative**—The search for lifeguards continues. Current and future guards will be cross trained on working the front desk to help fill in when required. A pool usage chart was presented (see attached).
- b. Public Comment**—A community member mentioned the inconvenience of having to have cash at swim club events due to our credit card not working. H. Wallace is currently working to resolve this issue. Community members voiced concerns with regards to the swim club. H. Wallace is currently working on the issues.

7. Adjourn: Meeting was adjourned by R. Kinion at 7:30pm.

8. Upcoming Meetings: March 4, 2024, 6:00pm, Toledo Library Meeting Room: Board of Directors Regular Meeting.

Respectfully Submitted,

Deb Hite
GTPRD Recorder