

**Greater Toledo Pool Recreation District  
Board of Directors Regular Meeting  
July 8, 2024 6:00pm  
Toledo Library Meeting Room  
173 NW 7<sup>th</sup> Street, Toledo OR 97391**

**Directors Present:** Roy Kinion, Kay Chambers, Peter Vince and Amanda Hockema

**Directors Absent:** Rachael Wallace

**Staff Present:** Director Hal Wallace

**Community Members:** Jim Chambers

**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 6:00pm.

**2. Roll Call:**

**Establish Quorum:** Quorum was established.

**3. Consent Calendar:**

**Minutes:** The minutes were read from the June 10, 2024 Regular and Budget Hearing Meeting.

**Action:** K. Chambers moved to accept the minutes; P. Vince seconded; passed unanimously.

**4. New Business:**

**a. Financial Report—**S. Plummer presented a current revenue and expenditure summary, a profit and loss statement and a pool usage chart. The Board reviewed and discussed the documents. A request was made to put a short description on each payment listed on the revenue and expenditure summary in the future and to include lap swimmers in the pool usage chart. S. Plummer reported that she had contacted the Oregon Dept. of Revenue concerning a bill that GTPRD owes for a total of \$2,330.79; it will be paid this month. The bill is interest and penalties from past billings. There was a discussion related to billings from Scott Edwards Architecture, the first two bills were paid by the City of Toledo, GTPRD will reimburse them. From now on GTPRD will be billed directly for their portion.

**b. Auditor's Report—**S. Plummer reported that the 2022/23 books were submitted on June 19, 2024, fiscal year 2023/24 will be submitted the end of July. The auditor will give the final report after all the books have been audited.

**c. Community Outreach Possibilities—**H. Wallace stated that the pool will be involved in the Summer Festival parade on July 20, 2024; passes to the pool will be handed out by staff on the parade route and the pool will be open for free rec swim in the afternoon. The pool will also participate in National Night Out on August 6; rec swim with activities will be provided for free.

**5. Unfinished Business/Information:**

- a. **Capital Asset Threshold**—H. Wallace stated that after checking with other pool districts the threshold will be set at \$1,000.
- b. **Update on Gas System Maintenance**—See July 8, 2024 Director’s Report for full report (attached).
- c. **Ability to Obtain Loan for Construction**—The Board discussed options for securing a capital loan in the future if needed.
- d. **Newsletter Update**—H. Wallace will have the newsletter completed by mid-July, 2024.

**6. Action Items:**

- a. **Resolution 2024/2025-01: Adopting Employee Handbook Changes**—R. Kinion read the resolution (see attached) and called for the vote. 4 Ayes and one absence, R. Wallace; resolution passed.

**7. Reports/Comments:**

- a. **Director’s Report**—H. Wallace provided a written report (see attached). Topics included filing of the budget; lifeguard training, steering committee, landscape maintenance, swim lessons and the pool schedule (see attached).
- b. **Steering Committee Report**—Scott Edwards Architecture reached out to contractors they use to glean information on community spaces. It is expected that at the meeting on Thursday, July 11 preliminary construction costs will be presented for the pool building. In addition, costs of community rooms and the city’s recreational center may also be presented.
- c. **Public Comments**—A question was asked regarding swim lesson duration. It was stated that there will be 2 sessions of 2 weeks each, one in July and the other in August. Support was voiced for the new pool schedules.

**8. Adjourn:** R. Kinion adjourned the Regular Meeting at 7:18pm.

**9. Upcoming Meetings:**

- a. August 12, 2024 Board of Directors Regular Meeting; 6:00pm in the Toledo Library meeting room.

Respectfully Submitted,

Deb Hite  
GTPRD Recorder