

**REDMOND AREA PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS
MINUTES OF SPECIAL MEETING**

A work session of the Board of Directors of the Redmond Area Park and Recreation District convened at the Cascade Swim Center Conference Room, 465 SW Rimrock, Redmond, Oregon September 21 , 2011, at 6:00 am.

Attendance:

Directors: Hayes McCoy, Chair, Phyllis Kosanke, Cale Pearson and Heather Cassaro.

Staff: Katie Hammer, Executive Director and Vicki Osbon, Office Assistant

Public: None

Media: None

1.0 Call to Order Hayes McCoy called the meeting to order at 6:30 am.

Adjustments to the Agenda – None

Review Board By-Laws – Discussion included putting a 10 day turnover time to post minutes from board meetings for availability to the public, changing the wording regarding committees, regional and state conferences, changing the wording of administrative secretary to recording secretary, removal of wording regarding data services for processing, changing the wording of sending reimbursements to recording secretary for processing, changing legal counsel wording, we use SDAO legal counsel, taking out the bullet points under insurance agent as they pertain to ground rules, removing business manager wording, and removing vice chair time served requirement under qualifications.

2011 Board Goals – Discussion included making sure that Majestic Ridge is on the forefront, how goals are completed, setting a direction for goals, costs of investigating land at American Legion, allowance of operating reserve, budgeting for contingency fund, time limit on capital fund, setting a direction of master plan goals to give clarity to goals, goals driving capital fund outlay, annexation of 35th street property and future plans for that property. Katie Hammer asked the board members if they would each like to choose a goal to focus on. It was assumed that Brian Hole will focus on trails. Cale will focus on programming, Hayes will focus on facilities and Heather will focus on

marketing and will assist with guiding principles to help the district move forward and also on strategic planning for long term planning. The board continued to discuss development of Tetherow, how it will fit into the timeline, allocation of funds, prioritization of securing funding, focus on funding for water rights, producing a strategic marketing plan, and Katie giving quarterly updates on Majestic Ridge.

Policy Review – (pages 1-30) – Discussion included policy manuals being in every facility, employees signing off to show they read them, and staff handbooks for each department.

Adjournment – Hayes McCoy adjourned the meeting at 7:00 am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon