

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

A general meeting 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 July 13, 2011, at 6:30 am.

**Attendance:**

Directors: Brian Hole, Chair, Phyllis Kosanke, Hayes McCoy, and Cale Pearson. Heather Cassaro was excused.

Staff: Katie Hammer, Executive Director, Jessica Rowan, Aquatic Director, Mike Elam, Recreation Manager, Vicki Osbon, Office Assistant

Public: Shirlee Evans, Redmond City Councilor

Media: Trish Pinkerton, Redmond Spokesman

**1.0 Call to Order** Brian Hole called the meeting to order at 6:34 am.

**Adjustments to the Agenda** – Added discussion of Activity Center to Committee Reports

**2.0 Communications** – None

Executive Session

The General Meeting of the Board of Directors entered into an Executive session under ORS 192.660 (1) (i) to review and evaluate the Executive Directors Job performance.

Return to Regular Meeting

**3.0 Consent Agenda**

**Approval of Budget Hearing Minutes of June 8, 2011, Approval of the General Board Meeting minutes June 8, 2011, Approval of June Invoices, Acknowledgement of Receipt of June Financial Reports** – Hayes McCoy made a motion to approve as presented. Cale Pearson seconded the motion. Motion passed unanimously. Motion passed unanimously.

**4.0 Action Agenda Items**

**Election of Board Officers** – Brian Hole made a motion to elect Phyllis Kosanke as chair. Hayes McCoy offered to fill the position of chair. Brian Hole made a new motion to elect Hayes McCoy as Board Chair. Phyllis Kosanke seconded motion. Motion passed unanimously. Hayes McCoy assumed role as Chair and continued meeting. Phyllis Kosanke made a motion to appoint Brian Hole as Vice Chair. Motion passed unanimously. Hayes McCoy accepted nominations for Board Secretary. Cale Pearson made a motion to appoint Phyllis Kosanke as Board Secretary. Motion passed unanimously.

**Approval Resolution #1 Resolution 2011/12 Appoint Recording Secretary** – Brian Hole made a motion to approved Vicki Osbon as Recording Secretary. Phyllis Kosanke seconded. Motion passed unanimously.

**Approve Revised CAC Parent Advisory Committee Charter** – Discussion included making some changes to the language. Cale Pearson made a motion to approve the Revised CAC Advisory Committee Charter. Phyllis Kosanke seconded. Motion passed unanimously.

**Activity Center** – Discussion included waiting on land appraisals, pursuing a Brokers Professional Opinion, number of opinions required, and property value. The Board asked Katie Hammer to proceed with 4 Brokers Opinions and if we can obtain an offer before the next scheduled board meeting a Special Meeting will be held.

## **5.0 Committee Reports**

**Cascade Aquatic Club** – Jessica Rowan spoke about the J Rowan Invitational Meet that was held. It was a successful meet. Revenues increased for fundraising. The final numbers have not been returned.

## **6.0 Other Business (Discussion Items)**

**Recreation Manager Presentation** – Mike Elam gave an overview of the Activity Center. His presentation included staffing at Activity Center, fiscal year attendance, growth in attendance over the past three years, revenue growth over the past three years, striving to provide excellent customer service, community members suggestions for programming, quality programming, expansion of fitness equipment, new Activity Center programming, offering program diversity, incorporating Legion Park into programming and marketing. Discussion from board members included income versus attendance, income versus cost, facebook postings, reporting back to the board regarding community requests for programming and offering different types of fitness. The board asked Mike Elam to put a cost analysis together on offering a Spinning Class.

**2011 Board Goals** – Tabled until August meeting.

**Policy Review** – Tabled until Next Meeting

**7.0 Public Comments – None**

**8.0 Board and Staff Comments –**

Mike spoke about attending Music on the Greens with the Mobile Recreation Jessica Rowan spoke about adding administrative support to alleviate scheduling challenges, allowing her to focus more on programming. Brian Hole is looking forward to Fair.

**Adjournment** – Hayes McCoy adjourned the meeting at 7:37 am.

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Chairperson, Brian Hole

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Chairperson, Hayes McCoy

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Recording Secretary, Vicki Osbon