



Redmond Area Park and Recreation District
465 SW Rimrock Way
Redmond Oregon 97756
541-548-7275
www.raprd.org

**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, December 11, 2018 7:30am.

Attendance:

Directors Present: Hayes McCoy
Ed Danielson
Zack Harmon
JoAnne Fletcher
Matt Gilman

Directors Absent: None

Staff: Katie Hammer, Executive Director
Jessica Rowan, Aquatic Director
Vicki Osbon, Administrative Services Manager
Margaret Maffai, Development Director

Staff Absent: Mike Elam, Recreation Manager

Media: None

Public: None

GENERAL MEETING:

1. Call to Order: Hayes McCoy called the meeting to order at 7:32am

Adjustments to the Agenda – FY 2017/18 Audit presentation will be tabled until January.

2. Communications: None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from November 13, 2018; Approval of the Board Workshop Minutes from November 16, 2016; Acknowledgment of Receipt of November Financial Summary:

Matt Gilman and JoAnne Fletcher asked that the spelling of their names be corrected. Matt Gilman made a motion to approve the consent agenda with the added corrections. JoAnne Fletcher seconded the motion. Motion passed unanimously.

4. Presentations

Insurance Renewal – Barry Maroni, the districts Insurance Agent of record discussed the districts insurance renewal for January 2019.

5. Action Agenda Items

Approval of RAPRD Personnel Policies

Katie Hammer explained changes to the policies because of changes some changes to the law and the need to update some of our policies that were outdated. She also said that the largest change to current policies has been how to track eligibility for vacation and holiday benefits to those employees who work 20 per week. The park district will also pay out holiday pay if an employee separates from the district. Other changes included the clean air policy including e-cigarettes. JoAnne Fletcher made a motion to approve the RAPRD Personnel Policies. Matt Gilman seconded the motion. Motion passed unanimously.

Approval of Leave of Absence Request

Katie Hammer explained Fitness Instructor, Diane McIntosh is asking for a leave of absence for four months. She also spoke about the effects to the program when a successful instructor does leave for a period of time. JoAnne Fletcher made a motion to approve the leave of absence request. Matt Gilman seconded the motion. Motion passed unanimously.

6. Other Business

Recreation Center

Katie Hammer talked about the presentations she will be making at service clubs in December and early January and mentioned that Matt Gilman will be in attendance at the Kiwanis presentation. The board and staff discussed several other possible groups to present to including the Real Estate group, library and DURAC. Katie also said she researched having renderings drawn up of the recreation center. She found it to be cost prohibitive at this time and approached Jessica Rowan to create watercolor renderings. Jessica was able to create several successfully.

Centennial Park Kiosk

Katie Hammer said the City of Redmond had contracted with a local business to operate the kiosk at Centennial Park. Their vendor is no longer there and the city staff would like a more consistent presence there. The district would set it up as an offsite registration spot. The board would like Katie to continue talks with the city regarding this.

7. Public Comments

Barry Maroni commented that if the district does decide to operate the kiosk it would not be an issue with our insurance.

8. Board Staff Comment

Jessica Rowan said high school swim is in full swing and that the RVHS swim meet last weekend had a very good turnout. She anticipates that the upcoming RHS invite will be the same.

Katie Hammer said Mike Elam is out ill and she gave an overview of basketball registration. She spoke about the impact of having several programs in Redmond. Hayes McCoy asked if we could partner with other cities in order to run the leagues. Katie responded that our staff has reached out to other cities.

9. Adjournment

Hayes McCoy adjourned the meeting at 8:18am.

Chairperson, Hayes McCoy

Recording Secretary, Vicki Osbon