

**NORTH HUMBOLDT PARK AND RECREATION DISTRICT**  
Arcata Chamber of Commerce/California Welcome Center Conference Room  
Wednesday, March 23, 2016

PRESENT: Jan Ross, Mike Morrison, Ron Fritzsche, Jo Anne Joy, Harvey Kelsey  
Staff: Dave Nakamura, Lawre Maple

**CALL TO ORDER**

The meeting was called to order by Chairperson Jan Ross at 3:32 p.m., in the California Welcome Center Conference Room.

**APPROVAL OF THE AGENDA**

A motion was passed (Kelsey/Fritzsche) to approve the agenda as presented.

**APPROVAL OF THE MINUTES**

A motion was passed (Fritzsche/Morrison) to approve the minutes of the February 17, 2016, meeting.

**CORRESPONDENCE AND COMMUNICATIONS**

Board member Kelsey received a phone call from a patron expressing concern about kayak roll session rules. The board agreed that there is a need for clarification of kayak roll session rules. See more on this below.

**PUBLIC INPUT**

Two patrons, Gail McDowell and Bob Houck, expressed concerns about cleanliness issues in the facility. They also expressed displeasure about interactions with staff.

**REPORTS**

Reports by Lawre Maple:

- Lessons are good. There was only a minor impact on lesson participation because of closure for the pump replacement.
- Starting this week, lessons are full.
- There was discussion to raise the fee for the package group of lessons. Discussion went back and forth about pros and cons. The board left the issue with Lawre to decide to raise fees or not based on the discussion.
- Lawre had already intended to bring up kayak roll session concerns, even before the phone call from a concerned patron (see above). Two recent hourly hires have been made aware of persons qualified to provide instruction in kayak safety and rolling. One or both of these instructors will be available for private lessons in the 30 minutes before the Tuesday evening practice roll session; and one or both of these instructors will be on the pool deck (or in the water) during the 1.5 hours of regular roll session practice on Tuesday evenings. The newly hired (hourly) kayak instructors are Bre Clark and Larry Buwalda. Further, Dave and Lawre will meet with a representative, or representatives, of the Explore North Coast group in order to clarify procedures during roll sessions.

FINANCIALS

Dave reported that the financials are looking good. He reported to the board that the pool weathered the pump replacement down-time period with no major drop in cash assets.

OLD BUSINESS

--We received just one response to our Independent Auditor Request for Proposals, which had been sent out to six agencies with responses due by February 29, 2016. The one responder was Hunter, Hunter and Hunt, who had the previous contract that expired this year. The board agreed to renew the contract with Hunter, Hunter and Hunt as the district's independent auditor.

-- Board positions were decided for the upcoming year:

- 1. Chair - Jan Ross
- 2. Vice Chair - JoAnn Joy
- 3. Secretary - Ron Fritzsche
- 4. Treasurer - Harvey Kelsey

-- Form 700 was distributed to, and completed by, each board member.

NEW BUSINESS

None.

ADJOURNMENT

A motion was passed (Morrison/Fritzsche) to adjourn the meeting to a closed session at 4:40 p.m., with only Board members and Dave attending.

Minutes of Closed Session: No motion was passed.

**The next meeting will be held on Thursday, April 21, 2016, at 3:30 p.m., at the California Welcome Center.**

Respectfully submitted,  
Harvey Kelsey  
Substitute Recording Secretary

Approved:

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Chair

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Date