

## **NORTH HUMBOLDT RECREATION AND PARK DISTRICT**

Board Meeting

March 28, 2017

**PRESENT:** Jan Ross, Ron Fritzsche, Pam Loudenslager,  
**Staff:** Dave Nakamura, Edith Harmer, Lawre Maple, Chris Gonzalez.

### **CALL TO ORDER**

The meeting was called to order by Chairperson, Jan Ross at 3:37 p.m. at the Arcata Chamber of Commerce Welcome Center, 1635 Heindon Road, Arcata, California.

### **APPROVAL OF THE AGENDA**

A motion was passed (Fritzsche/Kelsey) to approve the agenda as amended, to switch the order of items to accommodate a visitor. The change includes having Chris Gonzalez speak under Item XI, as A. Programs/Operations Report (see below).

### **APPROVAL OF THE MINUTES**

A motion was passed (Fritzsche/Loudenslager) to approve the minutes of the February 23 meeting.

### **CORRESPONDENCE AND COMMUNICATIONS**

A letter from the candidate Kelly Hurlburt, for the open position on the Board of Directors was circulated.

### **PROGRAMS and OPERATIONS**

Chris Gonzalez, a new staff member at the pool, spoke on several items. He is "Program Coordinator." One item was to improve the signage in the dressing rooms, clarifying rules for use of the lockers. There was discussion regarding advertising "Help Wanted" for lifeguards; three have been hired recently. More lifeguards are needed due to a large influx of school classes scheduled to start on May 15. There will be many students with classes scheduled in 3-hour blocks of time. General staffing is usually difficult every year, with HSU students finishing the semester and leaving the area who have been lifeguards. The need for additional storage areas for pool equipment was discussed. Several possibilities were presented, one being the general area surrounding the hot tub. It was noted that the new "Pace clock" has been installed. Humboldt Area foundation assisted in financing the wiring of the clock. It was suggested that another one would be helpful on a separate wall.

Program update: Evening classes are going well, others are just starting. A Junior Lifeguard program is ongoing. We are in touch with Red Cross for some grant money at the rate of \$30 per student. \$500 has been generously donated to the pool anonymously for pool needs.

B. Humboldt Swim Club Contract: Discussion centered on use of lanes, and what we charge versus other local pools. Dave will explore this thoroughly. The swim club does their budgeting in October and we need to address this before that date.

A motion was passed (Fritzsche/Loudenslager) at 4:47 pm to go to closed session. No action taken.

A motion was passed (Fritzsche/Loudenslager) at 4:56 pm to return to regular session.

It was noted that we need to study expenses and clarify swim contracts.

#### FINANCIALS

Financial reports were distributed. Dave reported that passes and daily admissions are up (Being monitored). Labor costs are also up, due to more admissions. Overall though, we are lower in revenues compared with last year and are expecting a bump toward the end of the year.

Explanations were provided in areas of certification and depreciation. We are proceeding with a new commercial to be published in the new brochure coming out near the end of May. There is concern regarding brief periods when no one is attending at the front desk. This will be addressed by staff.

#### ADJOURNMENT

A motion was passed (Loudenslager/Fritzsche) to adjourn the meeting at 5:10 p.m.

The next meeting will be on Wednesday April 19, 2017, at the Arcata Chamber of Commerce Welcome Center a 3:30 p.m.

Respectfully submitted,  
Edith Harmer, Recording Secretary

Approved:

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Chair

Date