

North Humboldt Recreation and Park District
Board of Directors Meeting
Mad River Hospital, Minckler Education Center Conference Room
3800 Janes Road, Arcata, CA
Wednesday February 19, 2020
4:30 PM

MINUTES

Directors Present: Kelley Hurlburt, Jan Ross, Marj Fay, Patrick Swartz
Directors Absent: Harvey Kelsey
Also Present: Katie Burnham (recording secretary), Dave Nakamura, Lawre Maple

SUBJECT: Approval of the Agenda – Action Item

MOTION: It was moved (Hurlburt) and seconded (Fay) to approve the agenda with an amendment to move Humboldt Swim Club (under Old Business) to after the swearing in of Patrick Swartz and the signing of California Form 700s, as Maple must leave early.

ACTION: The motion was approved.

SUBJECT: Approval of the January 16, 2020 Minutes – Action Item

MOTION: It was moved (Hurlburt) and seconded (Fay) to approve the Minutes from January 16, 2020.

ACTION: The motion was approved.

SUBJECT: Oath of Office: Patrick Swartz – Action Item

ACTION: Patrick read and signed the oath of office.

SUBJECT: California Form 700

Members were provided with California Form 700 from the Fair Political Practices Commission. Swartz and Fay signed “Assuming Office” forms and will need a 2020 one as well.

SUBJECT: Old Business

SUBJECT: Humboldt Swim Club

Discussion ensued regarding the current contract between the Humboldt Swim Club and the Pool. Of note, the Club currently practices outside of their

designated times, which includes not utilizing the pool in the mornings and swimming 30 minutes later on Wednesdays and Thursdays (per current Board Approved amendment).

For the next contract, the coach has requested the resurrection of two morning practices on Wednesdays and Thursdays, not practicing late on Wednesdays and Thursdays, and the addition of Saturday morning practices when the HSU pool is unavailable (i.e., during breaks and school closures). The use of three lanes has been requested, but two would suffice. All changes would take effect after the summer break in September 2020.

The Board agreed to allow the Swim Club to have two morning practices from 6-7:30 AM and Saturday morning practices will be allowed after 11 AM and ONLY when HSU is closed. Other afternoon practice times will remain the same.

The Board also discussed allowing one swim meet a year. It was decided that the weekend before the Winter Holidays Closure would be the best and only time this request could be accommodated. It was undecided how much the Pool would charge for a swim meet. Staff will bring pricing recommendations to the next meeting.

The Board unanimously agreed that setting a swim meet date as soon as possible is very important, as the Pool closure will need to be advertised to patrons.

SUBJECT: Water Polo Club

The Humboldt Swim Club coach has proposed starting a water polo club. The Club would consist of two different age brackets: younger kids (ages 10-14) and older (15+). The Board agreed that, pending interest and the formation of this new club (with all the insurance and legal paperwork), the Pool would be willing to accommodate two separate practices. Younger kids would be able to practice on Saturdays from 5-6 PM when the pool is still open and older kids would be able to practice on Sunday nights after the Pool closes.

Board member Swartz suggested having a 30 minute window between the Pool closure and the start of practice to allow clean-up, collection of lane ropes, and to reduce confusion among patrons.

Based on the annual budget, number of days open per year, and operating hours, Nakamura calculated that the pool costs \$170.93 per hour to operate. This number should be kept in mind when determining cost of hourly lane rentals and whole pool rentals. Scheduling and pricing will be brought back for the next meeting.

SUBJECT: Correspondence & Communications

Nakamura noted that next month he would discuss correspondence and communication more extensively when Maple is present.

SUBJECT: Public Comment

Swartz commented about skateboards on the new parking lot curbs. Nakamura replied he's researching metal deflectors for the curbs.

SUBJECT: Reports

SUBJECT: Program/Operations Report – Nakamura and Aaron Maple are researching replacements for the pool covers, as they're used daily and are seven years old.

SUBJECT: Financial Reports for December – Nakamura noted that as of January 31st, the Pool had \$241,000 in cash and \$20,000 in the Humboldt County Investment Fund. The parking lot construction bill was about \$264,000 and was paid using those funds and money borrowed from University Center. While this was a considerable amount of money, it was almost exactly what was quoted. However, because of this, the Pool is low on cash. Once the state bond money is released, the cash balance is expected to be approximately \$150,000.

Pool pass sales did well in January, and were similar to last year, but down 11%. This will be a more complete story once the pass sales for February are reconciled.

SUBJECT: Other Reports – *No other reports*

SUBJECT: Old Business

SUBJECT: Parking Lot Project Update – This subject can be removed from future agendas, as the construction is complete and paid in full.

SUBJECT: Website and Sign Update – Nakamura made contact with the company that constructed the current website. Businesses typically have websites rebuilt every five years; the Pool's website is seven years old—slightly dated. With new federal regulations, the pictures will need better descriptors and audio captions. Moving forward with a new website, the Pool will be able to easily insert the new logo and become compliant. Additionally, a banner or column somewhere on the home page could have an “announcements/updates” section. Nakamura hopes to begin the website rebuild by spring/summer 2020. The Board agreed a calendar of daily events is needed.

No new update on the sign. Ross and Nakamura will meet to discuss updating the concessions sign.

Nakamura also noted the Pool is beginning the process to become completely digitized (registrations, sales, etc.) and the initial assessment will happen in the near future.

SUBJECT: Other Old Business – *No other business*

SUBJECT: New Business – *No new business*

SUBJECT: General Board Comments – *No Board comments*

The meeting was adjourned at 6:00 PM.