

**North Humboldt Recreation and Park District**  
Board of Directors Meeting  
Meeting via Teleconference:  
Public Location: University Center Business Office, Humboldt State University  
Wednesday March 25, 2020  
4:30 PM

**MINUTES**

**Directors Present:** Patrick Swartz, Kelley Hurlburt, Jan Ross, Harvey Kelsey, Marj Fay

**Directors Absent:** NA

**Also Present:** Dave Nakamura, Lawre Maple, Katie Burnham (recording secretary)

**SUBJECT:** Approval of the Agenda – **Action Item**

**MOTION:** It was moved (Hurlburt) and seconded (Kelsey) to approve the Agenda with the modification of addressing the election of officers first, discussing the Covid-19 Pandemic update next, and to address the Humboldt Swim Club and Polo Club Contracts during the regularly scheduled April meeting, as the Pool is now closed until further notice (re: Pandemic).

**ACTION:** The motion was approved.

**SUBJECT:** Approval of the Minutes from March 11, 2020 – **Action Item**

**MOTION:** It was moved (Kelsey) and seconded (Hurlburt) to approve the Minutes from the March 11, 2020 meeting.

**ACTION:** The motion was approved.

**SUBJECT:** Election of Officers – **Action Item**

**MOTION:** It was moved (Swartz) and seconded (Hurlburt) to appoint Jan Ross to the office of Board Chair.

**MOTION:** It was moved (Swartz) and seconded (Hurlburt) to appoint Harvey Kelsey to the office of Board Vice Chair/Treasurer.

**ACTION:** Jan Ross was elected to the office of Board Chair and Harvey Kelsey was elected to the office of Board Vice Chair/Treasurer. All were in favor.

SUBJECT: New Business

SUBJECT: Covid-19 Pandemic Update

Nakamura noted that the Pool closed a week ago, which was a day before the Humboldt became a “shelter in place” county. The Pool remained open as long as possible as a public service.

The key component to the shelter in place order is “what is deemed an essential business.” The pool is not deemed an essential service or business. In theory, no one should be there (based on the government’s declaration) unless they’re doing essential services to keep the building from falling apart. Aaron and Lawre are working on a schedule of essential duties that need to be done at the Pool. Lawre needs to pay the bills, do payroll, and respond to customer email and voice mails. Aaron needs to maintain the facility. Because Aaron and Lawre are married, they do not have to social distance.

Currently there are two key pieces of federal legislation that could influence how the Pool works with hourly employees.

EFLPA (emergency family leave act) was passed a week ago and is about a trillion dollars. The provisions that could apply to the Pool provides 80 hours of sick leave for employees with children not in school because of the shutdowns and will provide 2/3 of normal wages.

It also appears that there will be an addition to the state unemployment dollar amount. Current state unemployment has a cap at \$450/week; new federal provisions may allow an additional \$600/week for 4 months. That amount of money could be more than what most employees earn at the pool.

In theory, we could say that the Pool closed down on the 18<sup>th</sup> and no employee gets paid thereafter. The Pool has no legal obligation to pay its employees for time not worked. On the other hand, in the interest of our employees, we could consider that the pay schedule ends on March 31<sup>st</sup>, which is next Monday. Many employees are depending on that check to pay rent and the Board could decide to pay hourly employees an average of what they would have normally worked.

At HSU, for example, the President mandated that regularly scheduled employees are paid for remainder of the semester an average of what they would have normally worked per week.

The Business Office could use the average number of hours worked weekly [for each employee] from the middle of January through March 18<sup>th</sup> to get them through the end of the month as a “severance package.” This would be about \$12,000-\$14,000.

