

**North Humboldt Recreation and Park District  
Board of Directors Meeting**

Teleconference:

Wednesday, November 30, 2022

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

**Directors Absent:** None

**Also Present:** Dave Nakamura, Lawre Maple, Kelli Long

The meeting was called to order at 4:32 P.M.

SUBJECT: Approval of the Agenda

MOTION: A motion and a second (**Hurlburt, Kelsey**) was made to approve the agenda as posted.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes

MOTION: Approve September Minutes, (**Kelsey, Hurlburt**), was made to approve the minutes.

ACTION: The motion was approved.

SUBJECT: Resolution 2021-15 – Proclaiming a Local Emergency and Authorizing Remote Teleconference Meetings of the NHRPD for the period of **November 30 to December 30, 2022.**

MOTION: A motion and a second (**Kelsey, Hurlburt**) to approve the extension of Zoom meetings until **December 30, 2022.**

ACTION: The motion was approved.

SUBJECT: Public Comment – None

SUBJECT: Programs/Operations Report -

The women's locker room plumbing leak was repaired. Roto-Rooter did the repair. It looks good, they did the work quickly.

Swim lessons are ending for this session. Lessons for January are being planned. Lifeguarding class is also coming for January. Rentals and parties are going

pretty well recently. School group lessons for next year are also being working on.

Staffing that would allow the pool to open on Sundays is being worked on but is somewhat uncertain.

It was reported the toilets in the women's locker room are leaking. Lawre and Lisa are working on it.

Women's locker room lights need to be replaced. Lawre will work towards getting that scheduled over the winter break.

Winter brochure is being printed and should be out next week.

Sweatshirts will hopefully be back by the winter break.

SUBJECT: Financial Report -

The financial trends from the recent past are continuing. Revenue and programming are steadily but slowly increasing. Expenses are doing the same. The bottom line is -\$22,000 for the first four months of the year. There is some concern about the financial condition of the district. There was discussion about the difficulty of comparing the current fiscal year to the past few years due to the COVID shutdowns. The last full fiscal year to compare with was 2018-19 which is far enough in the past that the comparison may be faulty. Staff will be working on projections and models for comparison after the December statements are issued. Ideally for the January meeting.

SUBJECT: Management Updates—

Audit Update —Field work is now scheduled for the week of December 13th.

SUBJECT: Humboldt Swim Club Contract —

Minor changes / edits to the contract that were proposed by HSC via email was discussed. Staff was directed to revise the contract and to respond to their email as recommended during the discussion.

SUBJECT: Other Reports — None

SUBJECT: Other Old Business – None

SUBJECT: Other New Business –

Revisions to District Policies 2130 Investment of District Funds and 2160 Internal Controls –

Discussion of revisions to the policies regarding movement of the District's reserve funds. These revisions are necessary in part due to the inception of California Class as a reserve fund investment. The revisions also allow some flexibility for the General Manager to transfer funds appropriately but also to provide good internal controls.

MOTION: A motion and a second (**Kelsey, Hurlburt**) to approve the revisions for Policy 2130 and 2160.

ACTION: The motion was approved.

SUBJECT: General Board Comments – None.

Discussion of minor projects over the winter closure. Painting, lighting and other projects that were discussed.

ADJOURNMENT: Motion to adjourn.

MOTION: A motion and a second (**Swartz, Fay**).

ACTION: The motion was approved.

The meeting was adjourned at 6:09 PM.

Approved By:

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Jan Ross, Board Chair

Date

