

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

Teleconference:

Wednesday, February 15, 2023

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

Directors Absent: None

Also Present: Dave Nakamura, Lawre Maple, Kellie Long, Meghan Paulus

The meeting was called to order at 4:34 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: A motion was made to approve the previous meeting minutes, (**Kelsey, Swartz**), with some minor changes noted.

ACTION: The motion was approved.

SUBJECT: Public Comment – Comment was made that the internet has been out occasionally over the past few months. Past due amounts resulted in Optimum turning off the internet service. Dave has now put that account on the pool credit card in order to prevent this from happening in the future.

Marj passed on some comments about the pool not being open on Sundays. Discussion ensued about expanding hours on weekends and having the lap lanes open when the swim team is not using the lap lanes. Kelly indicated a good transition would be to open until 6pm on Saturdays with the goal to open on Sundays as well when staffing levels allow.

SUBJECT: Programs/Operations Report -

A quote for the toilet repair has been received. It is about 5k. Lawre will contact them about scheduling which could be a little tricky since the work will be highly disruptive.

Swim lessons are going and are extremely popular. Other programs are also really picking up including school group lessons and rentals.

Lights in the locker room still need to be cleaned.

There was discussion about some customers making other customers and staff uncomfortable for a variety of reasons. It was noted that staff can revoke passes and prohibit entry if it is necessary.

The HVAC fans and coils are being worked on and are close to completion. The parts have come in and should be installed soon.

SUBJECT: Financial Report -

Most revenue items are fairly close to expected when compared to budget. It looks like a lot of the activity is trending upward and is looking pretty good. Year end projections will be available for the next meeting.

Expenses are also running a little high. Utilities and wages are the areas of most concern.

Accounts receivable has been significantly reduced over the past few months. There's a few more that need to be followed up on. The issue with registering the pool with the federal government is nearing resolution which will allow the Coast Guard to resume using the pool.

SUBJECT: Management Updates—

Future meeting venue. Pacific Union scheduling will not work since they would need the room for after school programs on rainy days. Other venues were discussed. Dave will make inquiries on other locations as suggested for the next meeting.

Other Updates – Dave reported attending a worker's compensation webinar. The request to the County for the property tax funds has been submitted and should allow for transferring funds into California Class soon per the board action last meeting. Dave talked to Bob Schull from California Class about their asset allocations and what to expect for future returns. There was some indication that it may be worth considering looking at the Enhanced Cash Fund a year or so down the line depending on how interest rates are trending. CSDA has issued mapping and other details on all of the special districts in California including Humboldt County. The questionnaire for next year's insurance has been

submitted to SDRMA. The payroll system had a number of glitches during the last pay period due to some ramifications of some recent modifications. The 2022 audit has been finalized and the final copy will be forwarded to the board members. The annual Financial Transaction Report has been submitted to the State Controller's Office.

SUBJECT: Closed Session – Personnel Evaluation, General Manager – Per Govt Code Section 54957

MOTION: A motion and a second (**Hurlburt, Swartz**) was made to adjourn to the closed session per the listed Govt Code.

It was announced that no action was take during the closed session.

SUBJECT: Other Reports – None

SUBJECT: Other Old Business – None

SUBJECT: Other New Business – None

SUBJECT: General Board Comments – None

ADJOURNMENT: Motion to adjourn.

MOTION: A motion and a second (**Kelsey, Hurlburt**).

ACTION: The motion was approved.

The meeting was adjourned at 6:18 PM.

Approved By:

Jan Ross, Board Chair

Date