

**North Humboldt Recreation and Park District**  
**Board of Directors Meeting**  
Wednesday, February 26, 2025

**Directors Present:** Jan Ross, Harvey Kelsey, Kellie Hurlburt

**Directors Absent:** Patrick Swartz

**Also Present:** Dave Nakamura, Lawre Maple (Zoom), Kellie Long, Meaghan Paulus

The meeting was called to order at 4:30 P.M.

**SUBJECT:** Approval of the Agenda

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

**ACTION:** The motion was approved.

**SUBJECT:** Approval of the Minutes –

**MOTION:** A motion and a second (Hurlburt/Kelsey) was made to approve the December minutes with one noted change

**ACTION:** The motion was approved.

**MOTION:** A motion and a second (Kelsey/Hurlburt) was made to approve the January minutes.

**ACTION:** The motion was approved.

**SUBJECT:** Public Comment – None

**SUBJECT:** Programs and Operations Report – Swim lessons are going OK. The next session starts March 17. School group lessons recently started back up. Other school group lessons are booked through May.

Sunday afternoons opened back up at the beginning of February. Patronage has been on the slow side but is starting to pick up. Lap swimmers and rentals are starting to take advantage of the new hours. Life guarding classes are also taking place.

There was discussion about a potential grant application with Coast Central Credit Union. A new sauna would be a possible target for the funds. The deadline is within a few weeks. The next cycle has an August deadline. It's been decided to spend some time developing the proposal in order to come up with potential matching funds and to have a stronger proposal.

Pass sales are a little less than a year ago. 37k versus 44k last year. There's still a few days to go for the pass drive.

The Special Olympus rental was discussed. They are requesting April 5<sup>th</sup> through June 21<sup>st</sup> on Saturdays. Two lanes 9 am to noon or three lanes from 9 to 11 am. Also, the shallow end from 9 to 10:30. There was an effort to move them to Sundays which does not appear to be possible for them. There was discussion about the impact on Saturday lap swimmers, which seemed especially disruptive last year. Staff will explore possible afternoon hours. The most viable alternative is to offer them two lanes plus the shallow end 9 to 11 am.

Lawre has identified a graphic artist to create a digital template to publish a printed brochure.

Group swim lessons, rentals, and some other revenue categories are showing less revenue compared to last year. It was suggested that last year was higher due to pent up demand from the Covid recovery. Additionally, there could be more activities in the community this year as those programs have also ramped up. There was also observations made that in general, people have less discretionary cash that in the past few years due to wider economic conditions.

SUBJECT: Financial Reports–

On the revenue side, it was again noted that revenue has slightly decreased in December and January compared to the previous year. This is the first time that revenue has decreased year over year in several years. After discussion, it seems that there was likely some pent up demand last year as fall 2023 was when programming and participation were ramping up to pre-Covid normal. It is possible that the cold rainy weather may have also contributed to this. With two months of data this is concerning. We'll see in the coming months whether this is an overall trend.

On the expense side it was noted that insurance will increase next year due to the LA fires and other factors. Payroll and utilities are also on the high end compared to past years and to budget. All of these factors are likely to continue into the future.

Bottom line we're approximately 42k behind where we were last year.

SUBJECT: Public Comment:

Jamie Workman from the Humboldt Swim Club provided some brief comments on the state of swim club participation and to thank ACP for our services.

SUBJECT: Management Report–Dave did communicate with the auditor after last meeting’s presentation. There was a follow-up regarding the note, 2A on page 19, that was discussed during the audit presentation. The auditor was not able to provide additional information regarding the cash investments note. It was agreed that this language will be reviewed and potentially simplified next year. The new policy creating the Capital Expenditure Reserve, passed in July 2024, was reviewed by the auditor. He said that it looked good and will take note of it for next year’s audit.

Dave has filed the required financial report with the State Controller’s Office.

SUBJECT: Sub Committee Report–This group has not met yet but will reconvene soon.

ADJOURNMENT:

- MOTION: A motion and a second was made to adjourn. (Hurlburt, Kelsey)
- ACTION: The motion was approved.

The meeting was adjourned at 5:37 PM.

Approved By:

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Jan Ross, Board Chair

Date