

North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, March 20, 2024

Directors Present: Jan Ross, Harvey Kelsey, Jolly Earle, Kellie Hurlburt

Directors Absent: Patrick Swartz

Also Present: Dave Nakamura, Kellie Long, Meaghan Paulus

The meeting was called to order at 5:03 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 – Continued to next meeting.

SUBJECT: Public Comment – Jolly relayed a conversation she had with Kelly Nathane, from the Humboldt Swim Club, regarding the possibility of having the summer practices earlier in the mornings (9 am) on Saturdays during the summer. This would reduce the conflicts that families have during the busy summer season.

SUBJECT: Program / Operations Report–

Things are going well and the pool has been very busy. Group lessons, rentals and school lessons are all going well. Open hours have been extended to 9 p.m.on weekdays.

A new treadmill has been ordered. Also, looking into replacing one of the bikes and a new bench for weight workouts.

There was considerable discussion regarding the lane rentals that are starting for the Special Olympics program. The concern is that the 9 -11 a.m.time is traditionally a popular time for recreational lap swimming. Alternatives were discussed including the possibility of having the rental moved to Sunday mornings. Staff will work with them to see if it can be moved to Sundays.

Staff is working on hiring more staff for daily maintenance tasks. There are issues with the slide pump that is being worked on. The need for new lockers were discussed.

SUBJECT: Financial Report – Dave went through a comparison of the different line items with last fiscal year through the month of February. Many of the revenue categories are doing much better when compared to last year. This is especially true with daily admissions, and programs such as group swim lessons Private lessons are down slightly as more people are doing group lessons. School group lessons are up significantly as the school lesson program was just restarting last year. Expenses are largely going as expected. Utilities are less than a year ago as natural gas prices have stabilized after last winter’s price spike. Overall, we are 70k ahead of last year.

Receivables are largely being kept up to date. Staff is still working through the federal system regarding invoicing for the Coast Guard rescue swimmer’s fees.

SUBJECT: Audit Services–

Dave has been in contact with the audit firm and presented information on their response. It was recommended by staff that the Board approve the proposal from JJCPA and authorize Dave to sign the engagement letter.

MOTION: A motion and a second (Kelsey/Earle) was made to approve the contract and authorize Dave to sign on behalf of the district.

ACTION: The motion was approved.

SUBJECT: Management Report – None

SUBJECT: Management Planning –
There was brief discussion on working on a job description for a manager.

SUBJECT: Other Reports – None

SUBJECT: Other Old Business – None

SUBJECT: Other New Business – None

SUBJECT: General Board Comments – None

ADJOURNMENT:

MOTION: A motion and a second was made to adjourn. (Earle, Hurlburt)

ACTION: The motion was approved.

The meeting was adjourned at 6:07 PM.

Approved By:

Jan Ross, Board Chair

Date