

**North Humboldt Recreation and Park District**

Board of Directors Meeting

Teleconference:

ID: <https://humboldtstate.zoom.us/j/615517054>

Meeting ID: 615517054

Thursday July 16, 2020

4:34 PM

*This meeting is facilitated through an online Zoom format, consistent with the CA Governor's Executive Order N25-20, suspending certain open meeting law restrictions.*

**AGENDA**

Board Members Present: Jan Ross, Patrick Swartz, Harvey Kelsey, Marj Fay

Board Members Absent: Kelley Hurlburt

Also Present: Dave Nakamura, Lawre Maple, Ivy Breen, Rebecca Baugh

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

MOTION: It was moved (Swartz) and seconded (Kelsey) to approve the meeting agenda.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes for: June 17, 2020; June 24, 2020; and July 6, 2020

MOTION: It was moved (Swartz) and seconded (Kelsey) to approve the meeting minutes for June 17, 2020.

MOTION: It was moved (Swartz) and seconded (Kelsey) to approve the meeting minutes for June 24, 2020 with spelling changes made to Patrick's last name "Swartz."

MOTION: It was moved (Kelsey) and seconded (Swartz) to approve the meeting minutes for July 6, 2020 with slight corrections under Correspondence and Communication.

ACTION: The motions were approved.

SUBJECT: Correspondence & Communications

Lawre noted there had been requests for deep-end reservations. No other correspondence or communications.

SUBJECT: Public Comment

Ivy Breen from Humboldt Swim Club noted that members had been complying with the social distancing measures. Nakamura inquired whether the schedule changes had been working for the club. Breen noted that with 102 lane hours and 75 swimmers, older swimmers went from 12 hours a week to about 3 hours a week. While younger swimmers now only get two 30-minute sessions. The Club is interested in increasing lane hours.

Rebecca Baugh (Humboldt Swim Club) reiterated the need for more lane hours and thanked the Pool staff and Board.

SUBJECT: Reports

SUBJECT: Pool Reopening Update

Maple commented that the reopening has gone smoothly and that the new lane rental system has been a success. Drop-ins are “hit or miss” and it is unusual to see so few people in the pool at given times; however, given social distancing guidelines, the pool is relatively busy. People are happy and the staff are happy to be back and working.

Board member Kelsey inquired if the pool northwest door could be open. Maple noted it’s an emergency exit only and must be closed at all times for safety reasons.

Maple noted that two glass doors were shattered and broken last week. New windows have been replaced. Nothing was stolen and it didn’t look like anything was touched in the office.

Nakamura commented that the reservations system seems to be working and he is monitoring related email traffic. There have been some issues with people not following through with reservations and some last-minute cancellations. There have been several emails with very positive feedback. Maple noted that people with reservations come in earlier than their reservations in hopes of getting a drop-in lane and do not cancel their reservation. She also noted there are some repeat offenders abusing the system, but most have been fairly respectful. Nakamura noted that the reservation system does have a “block” function if patrons become repeat offenders or abusers of the system.

Discussion regarding the lanes available for online reservation ensued. Maple also noted that she is considering deep-end reservations for mornings. Nakamura noted that the family reservation option has been working out well.

SUBJECT: COVID-19 Update

Nakamura wanted to clear up a few misconceptions about face masks inside in gyms. He noted the only exceptions to not wearing a face mask is if you're in a shower or in a swimming pool; no exceptions.

Nakamura also commented that the number of Covid cases are going up, particularly in the south. Slowly but surely, states and counties are starting to pull back on reopening schedules. The Governor mandated all closures of bars and indoor seating at restaurants state-wide. Fitness centers and gyms were mandated to close in counties on the "watch list." While Humboldt is not currently on the "watch list," the county is not far behind in terms of the "percentage of positive cases" measurement. There are projections that Humboldt County positive cases may rise to the point where a second closure may happen.

Board Member Swartz noted information regarding the expanded FMLA in regards to employees taking time off related to Covid.

SUBJECT: Program/Operations Report

Humboldt Swim Club is working out and going smoothly. The Master Swimmers group was contacted and those individuals were offered refunds and a donation option (similar to season pass holders); most donated the remaining portion of their Master Swimmers dues. The pool has given stacks of papers out regarding season pass refunds/donations. Maple has received back 10 donations and 12 credits. There was only one patron that requested a refund. Staff have been using the deep end during the HSC times, as the swim club is not utilizing that portion of the pool. Cleaning is going well. The donation letter thanking patrons will be going out soon after a few more revisions.

The only issue is that Abby and Maple are not around each night to print out the reservation sheet for the morning; Maple is working through this. Additionally, patrons are coming in to swim during HSC reserved times, which is creating confusion for the one lifeguard on duty. She has shifted the guard to be at the check-in counter and the swim coach put a sign in front of the door.

Ross inquired about reservations/drop-ins for 5-7 PM. Maple noted that they have been slow.

Ross inquired about HSC times on Saturday and Sunday. Nakamura noted that it's a labor issue, but also wants to accommodate their request for more hours in about a week, once the pool staff has figured out their new schedules. Nakamura also mentioned that he would like to make a more concrete decision once the Governor has decided on school re-openings. Ross noted that the coach will need a heads-up as soon as possible for scheduling purposes and the cost for extra lanes.

Rebecca noted that an increase in 4 hours for the HSC will increase their swim time by 24%. Maple noted the staffing needs/concerns in regards to later practice times on Saturday or Sundays. Her concern is making too many changes too soon for her patrons.

Ross inquired if the lunch hour cleaning could be shrunk by 30 minutes. Maple discussed the cleaning routine and noted it is not possible to reduce the time to clean. Nakamura requested Maple to inquire about her staff's availability for Sunday swimming. Ross noted that the HSC was designated a "safe sport" and given a grant that would allow them to pay for more hours.

Board members discussed labor costs and what they should charge the HSC to break-even with more hours on Sundays. Member Kelsey suggested adding a 20% surcharge. Nakamura asked Maple to determine labor and cleaning costs and to calculate how much they'll need to charge HSC to be open on Sundays.

SUBJECT: June Financial Reports

Nakamura noted that the Pool lost \$78,000 due to the Covid-19 closures. Cash Flow is a little low. He received an email from State Parks and Rec and there will be a mandatory training to get Bond money; he expects the Pool to receive this money by September.

SUBJECT: Other Reports - *none*

SUBJECT: Old Business

SUBJECT: 2020-21 Budget – **Action Item**

Nakamura displayed the Pool 2020-21 Budget and noted he hadn't changed any numbers. Importantly, there are so many variables with the uncertainty of the Pandemic and asked the Board to pass a budget "as is," and to reassess after July and August and do an amended budget presentation in September. Depreciation and cashflow were discussed.

MOTION: It was moved (Kelsey) and seconded (Swartz) to approve the budget “as is” and reassess in September (and possibly earlier).

ACTION: The motion was approved.

SUBJECT: Other Old Business - *none*

SUBJECT: New Business - *none*

SUBJECT: Other New Business

Nakamura asked the Board to keep the communication open and let him and Maple know if they hear comments or concerns from other patrons.

SUBJECT: General Board Comments

Member Swartz noted that the Board may need to meet before the next scheduled meeting depending on Humboldt County open/closed policies.

The meeting was adjourned at 6:08 PM.