

North Humboldt Recreation and Park District
Board of Directors Meeting
Wednesday, May 21, 2025

Directors Present: Jan Ross, Harvey Kelsey, Kelley Hurlburt, Patrick Swartz, Sue Cashman

Directors Absent: None

Also Present: Dave Nakamura, Meaghan Paulus

The meeting was called to order at 4:31 P.M.

SUBJECT: Approval of the Agenda

MOTION: A motion and a second (Kelsey/Hurlburt) was made to approve the agenda with a change to move Financial Reports after Public Input.

ACTION: The motion was approved.

SUBJECT: Approval of the Minutes –

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

ACTION: The motion was approved.

SUBJECT: Public Comment – Jamie Workman from the Humboldt Swim Club made a brief comment about facilitating the swim club payments to the pool that are now due quarterly under the current contract.

SUBJECT: Financial Reports–

April financial statements and fiscal year-end projection were presented. There was discussion about the monthly report, some specific items on the balance sheet and accounts receivable information. Payments from the Coast Guard for pool use are now up to date.

The year-end projection was discussed in detail. Revenue has most items that are projected to be close to or slightly above budget. Overall, total revenue should be very close to budget. Most expenses are also at or near budget with the exception being wages. Wages were discussed in detail. Staff outlined efforts to reduce payroll where possible. Utilities were surprisingly static for the year.

Patrick noted that he had a conversation with the Humboldt Area Foundation about starting a donation fund on behalf of the Arcata Pool with the Foundation.

He and Dave will meet with them to see if this is a fit for the district and to ascertain next steps in the process.

The initial draft of the 2025-26 Budget was presented and discussed. This will be fine-tuned over the next month and revised appropriately with the intention to pass the budget at the June meeting.

MOTION: A motion and a second (Swartz/Hurlburt) was made to transfer \$10k per month from the California Class Investment Reserve into the Capital Improvement Fund. This will continue until staff is directed to pause. This process will be evaluated monthly.

ACTION: The motion was approved.

SUBJECT: Mid Year Fee Adjustments–

This was brought forward as an agenda item as it was discussed as a possibility when fees were adjusted in fall 2024. It was agreed that admission should not be raised at this time. Swim lessons, school lessons, and rentals will be reviewed for a potential price change for the fall.

SUBJECT: Programs and Operations Report –

Swim lessons are in high demand and are going well. This is the last week for school group lessons. Staff is preparing the schedule and hiring for the summer season. A summer programming flier will be published.

Pints for non-profits netted the pool \$415. There will be another fundraiser at the Humboldt Social Club on July 17 from 5pm to 8pm. A long-time maintenance employee recently moved back into the area. It is hoped that he can be moved into a more consistent and higher-level role.

There was some discussion about the damage to the roof. Dave has been in contact with the insurance company and the claims adjuster. Lawre is going to coordinate contacting roofing companies who can potentially do the actual repair.

SUBJECT: Management Report–None

SUBJECT: Sub Committee Report–This group will meet again although vacation schedule will make it difficult to meet. The intention will be to report back for the July board meeting.

ADJOURNMENT:

MOTION: A motion and a second was made to adjourn.
ACTION: The motion was approved.

The meeting was adjourned at 6:03PM.

Approved By:

Jan Ross, Board Chair

Date