

# Indian Valley Recreation and Park District Board of Directors Meeting

Monday, March 17th, 2014 5:30PM – 7:30 PM

Location: I.V. Community Center - 209 Crescent Street - Greenville, CA

## Minutes

- I. **Call to Order/Roll Call** @5:30pm Matt Cerney, Dan Litchfield, Doti McDowel and Lindsey Buis-Kelley
- II. **Sub Committee / Roll call** Dave Zappa and John Shower
- III. **Guests**
- IV. **Adopt Meeting Agenda** Doti McDowel made a motion to amend the agenda to accommodate an ill board member. Moving VIII. after IV. and XI. b. after VIII. Dan Litchfield Second that motion all were in favor. (4-0)
- VIII. **Treasurers Report** Treasurer reviews and reports last month's ins and outs as well for this month's thus far. Treasures finds we are not making enough in the winter to cover the higher PG&E cost and propane cost; and announces we will be close to breaking even after the cold months. Treasure recommends that there should not be any more spending on high budget items until after the IVRPD building project is completed; (awning at side door and between patio and bathroom.) since our income is unknown and we have been losing money constantly for the last three or four months. Board members agreed with the recommendation. Accounts: 10100= \$1,0472.23 ,10212= \$9263.58, with \$873.00 earmarked for scholarships and \$1,538.60 ear marked for FNFT's leaving \$6,851.98 spendable for IVRPD, 10312= \$858.28 and 10710= \$5,693.44
- X. **Action Items/ Items to Discuss:**
  - b. Dan Litchfield opted out of voting on this item due to him being the contractor for this program and finances being involved.

Dan explains the program as an outdoor education and fun program; where they would have meetings monthly with possible more meetings per month to do activities with youth to teach them life skills. Activities' would be but not limited to; rock climbing, rope work, survival skills and outdoor fun. Lindsey Buis-Kelly makes a motion to accept Dan's program of outdoor education and fun under the stipulations that Dan runs the program as a contractor/tenant of IVRPD and is responsible to pay the monthly insurance fee and renal/ facility usage. He is also responsible for getting participants to sign a waiver form and the sing in sheet at each meeting date. Contract and ethic pack would need to be signed before program begins. Doti McDowel seconds the motion. All were in favor. (3-0)
- V. **Public Comment:**
- VI. **Sub Committee Comment:**

John Shower comes in to discuss Round Valley Run. He brings copies of the drafted MOU between Sierra Institute and IVRPD in regards to Round Valley Run. He asked board to review it. Then ask if there is anything the board would like to amend or suggest. John states that he will take it a back to Sierra Institute to draft up a final draft for the board to adopt and sign at next meeting and asked for this to be listed as an action item for next month's meeting. He then announces that this is his last year running this event in hope that Sierra Institute will run it next year.

John then brings up the Tennis Courts and reminds us that there will be a person delegated to do the cleaning/ maintenance. He then was reminded that the person must come in to the office and fill out a W9 in order to get paid. John also mentioned that he wouldn't mind if the maintenance person would get paid through the 10312 account. Depending on how much the Round Valley event makes.
- VII. **Approval of minutes**

Dan Litchfield makes a motion to approve the minutes from 2/24/14 and the special meeting of 3/10/14. Under Discussion Dave Zappa asked that we would change the wording from volunteer to is name on VIII., to correct the spelling of instance on action item a. And to add or verbal authorization on action item c. Dan Litchfield makes a motion to accept the amendment's to the minutes of 2/24/14 and to approve 3/10/14 minutes. Doti McDowel seconds the motion all in favor (4-0)

**IX. Secretary's Report**

- a. After letter was reviewed. Doti McDowelle makes a motion to accept the resignation letter. Dan Litchfield Seconds the motion all in favor (4-0)
- b. Matt Cerney appoints Dan Litchfield as Secretary. Doti McDowel moves to accept that appointment. Matt Cerney Seconds the motion. All in favor (3-0)

**X. Administrator Report**

Administrator discussed the past due rent of a tenant, and explains that is has been past due for over a year. She explains that she tries emailing and calling on a regular bases but has yet to get a response. It is discussed that as board policy tenants can only work off 25% of their rental fee and that this client has already gotten this discount there for there isn't the ability for them to work off more of the rent. Board members offer to assist in this situation to go talk to the renter personally to see if they could get better luck in a response from them.

**XI. Action Items/ Items to Discuss:**

- a. Administrator explains that she contacted the insurance company SDRMA about the matter and they explained that it is their policy that liability is based off of Board approved programs. There for this item was moved off the agenda and will not be voted on.

**XII. Fundraising and Events**

- a. SHSD update
  - a.1. Got a verbal "ok" form engineer and will begin the project.
  - a.2. Dave discussed set up and rehearsal that will be taking place this week and the concerns he has about the last minute things of pulling it all together to make it a successful event. He then checked on ticket sales which are low and are hoping to sell many of them at the door.
- b. Everything is as planned and they do a brief over view of who is making what to make sure they have enough food for the supper.
- c. email was sent out to receive more info on the event and are in hopes of receiving a reply by next meeting to go over.

**XIII. Pool Committee update:**

Doti goes over the ongoing tree issue at the pool. They are still looking for someone who is able to cut it down, due to the safety issue of the tree raising the side walk and the lack of sun in the area. She mentioned that they have a lifeguard in place and is hoping the life guard will get certified to be a swimming instructor as well. She then mentioned that she is working with IVCSO to get all the things that need to be fixed to make the pool in operational conditions. She is hoping to be on their next meeting agenda and is hoping for the fixes to be completed by 6/1/14. She mentioned that she is looking at opening the pool by 6/15/14

**XIV. Community Center Committee Update.**

Lindsey gives us a plan/template that she would like to make the Court Yard look like. She asked us to take a look and give suggestion.

Dave is working on fixing the drinking fountain, mentioned the lawn mower was acting up and not running smoothly and is planning on attaching the bolts/rail back at the park but it is not a safety issue or a pinch point. Dave mentioned he is working on cloth mural/panels for the dance fundraiser he and a few others are working on.

It was mentioned by Dan that we would like to eventually get a camera at the park as well due to the ongoing damages and messes back there.

**XV. Community Center Outdoor and Court Yard Committee Report**

- a. April is booked for the board to commit to dates will be moved to next month meeting.

b. Mirror needs a plan produced. Will be viewed at next month's meeting.

**XVI. Directors Comments**

a. Matt and Kristina go over what was discussed at the meeting, and mentioned that all sub committees must obeyed by brown act protocol.

**XVII. Adjourn @7:30**