

# Meeting Minutes

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## CHRISTMAS VALLEY PARK & RECREATION DISTRICT

### Regular Board Meeting

Tuesday, July 12, 2016 at 9:00 a.m.

Christmas Valley Park and Recreation Office

#### **Opening Meeting:**

Meeting called to order at 9:02 a.m. by

Also present were:

Board Chairperson, Shara Shumway.

Board Member, Glenna Wade

Board Member, Barbara Ferrando

Board Member, Wanda Lanier

Patty Effingham

and Office Manager, Mark Joseph Russell

#### **Minutes:**

Minutes from both the June 14, 2016 and the June 21, 2016 meetings were read.

#### A motion was made

by Glenna Wade to accept the minutes from both meetings as read.

It was seconded by Barbara Ferrando.

All ayes – motion passed unanimously.

#### **Financial Report:**

Patty Effingham distributed copies of the monthly financial report.

#### A motion was made

by Wanda Lanier to accept the financial report, and pay all the bills,

It was seconded by Glenna.

All ayes – motion passed unanimously.

During a “cold-snap” in June, one of the Community Hall renters failed to turn the heater back down to the prescribed temperature upon leaving. Policy states that in such a situation the offending renters are to be billed \$9 per hour for heater fuel until the temperature setting is corrected. The offending renters could not be determined with certainty. Rather than billing \$150+ to the renters, it was decided to write letters to the renters, explaining the situation and giving a “one-time” warning.

There was a brief discussion due to the concern of paychecks being issued/picked-up late. Patty stated the policy is to hold checks at her office until picked up by the employee. If the checks are issued on a Friday and not picked up by end of day, the checks will be dropped in the local mail so the employee can get it over the weekend.

Patty left the meeting.

**Rodeo Grounds:**

Glenna asked about her bill for “space rental” at the Rodeo Grounds, and suggested making a couple spaces there available for rent. This will be checked into.

Rev. Suzan Burch has asked permission to use the parking area of the Rodeo Grounds (with a bonfire if approved by the fire chief) in conjunction with renting the Community Hall for a Pow Wow on August 19 & 20.

The Board OK'd this usage.

**Portable Toilets**

The portable toilets are to be cleaned/serviced when needed. At which time one is to be emptied and locked, in preparation for moving it from its present location.

There was some discussion about where and when to move it.

**Library**

No time/date has yet been given as to when a crew will correct the paint job.

**Community Hall**

It was reported that there are some new tables and chairs.

**Baert Lake**

Shara and Glenna are working on “cleaning up” the peninsula area. A portion of the goose fence is to be removed to allow access with equipment. The large evergreen there is to be removed.

**Multipurpose Field**

Mark informed the Board that the Annual Tent Meeting on the multipurpose field will take place July 23/24. Mark will inform the grounds crew to not irrigate that area on that weekend.

**Office/Desert Whispers**

One of the 8ft light fixtures in the office is malfunctioning. Shara will look into a replacement.

Mark reported that the Golf Payment envelope and Tag supply was getting very low. Mark had found some online at a reasonable price. The Board gave the green light to order more as needed. (qty 1000) (tags colored in wipe and purple)

Mark gave a brief report on the proposed new Xerox machine, and asked for the Board's approval to move ahead with the new Xerox contract. The Board approved.

Mark was asked to water the lawn area around the office and library.

## **Playground**

Weeds in the playground area were “whacked”

There was some discussion about the placing of wood chips on the playground.

## **Golf Course**

Ron is checking into a tire for the Gang Mower.

The Gang Mower approved to be purchased was discovered to not be heavy-duty enough. Glenna has a line on another one.

A complaint had been received about course maintenance equipment being left unattended. This could be a liability issue.

Groundskeeper Shaun requests 200ft of hose for watering.

Shara brought up an issue with the property lines of privately owned property near the 6<sup>th</sup> green that extend deeply into the developed golf course. This will be further investigated.

Shara reported that the July 3<sup>rd</sup> Golf Tournament had 27 participants.

There was some discussion about District employees golfing and what they are expected to pay.

### A motion was made

by Glenna Wade that Park and Recreation employees may golf for free, but those golfing with them are to pay regular prices of \$15 for 9 holes and \$20 for all day play,

It was seconded by Wanda Lanier.

All ayes – motion passed unanimously.

## **Closing**

### A motion was made

by Wanda Lanier to adjourn the meeting.

It was seconded by Barbara Ferrando.

3 ayes, 1 nay – motion passed.

Meeting was adjourned at 9:59 a.m.

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Respectfully submitted by Mark Joseph Russell.