

**JEFFERSON COUNTY  
PARKS & RECREATION DISTRICT #1  
MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OCTOBER 11, 2016**

The meeting was called to order at 6:00 p.m. at the Laurel B. Johnson Coyle Community Center, Quilcene, Washington.

Present were Commissioners Robinson, Hull, Bohman, Schmitt and Elmer, with minutes by Beverly Bautista.

**Previous Minutes.** Minutes from the August 16, 2016 meeting were approved and the minutes from the September 13, 2016 meeting were approved as amended.

**Treasurer's Report.** RH reported that there is approximately \$22,000 as an available balance. A printout was not available. RH submitted Voucher Nos. 78738 thru 78743 for a total of \$919.45 for approval. Moved and seconded that the Treasurer's Report be accepted.

A Certificate of Membership in the Washington Counties Risk Pool for general liability insurance was received from the County. The insurance includes bodily injury, personal injury, property damage, etc. claims up to \$10,000,000.

The Parks & Recreation 2017 annual budget was received from the Auditor's Office. All Commissioners signed the budget as of this date and it will be returned to the Auditor's Office.

**Calendar.** Women's Club is having a Game Night on September 15 and a concert will take place on September 17.

**Old Business.**

**Sport Court.** GE and CB met with representatives from Northern Asphalt to go over the details for the sport court. A physical barrier (benches or logs) will be needed to prevent cars from driving onto the court and/or hitting someone. Rackets will be provided to the public ONCE.

**Exterior Light.** There was discussion regarding the exterior light being replaced with an LED light. It was recommended to have the other two exterior lights replaced at the same time. It was moved, seconded and approved to amend the previous motion to replace all three exterior lights with LED lights and costs not to exceed \$1,000.

**Chimney.** The chimney is still not leaking and was sealed today.

Toandos.org. RH is not sure of the current status but Network Solutions will be transferring ownership of the domain name to RH and Roland Faragher-Horwell will be the technical support for the website.

Cleaning. Chrissy will be the new Community Center cleaner. She started the week of September 19<sup>th</sup>. She will be spending two hours a week cleaning the interior of the building and spot cleaning the carpet. The carpet will have a full cleaning twice a year. There was discussion regarding our expectations and hers.

Kitchen. There will be an inventory of the kitchen supplies and determine if we need new towels, bar mops, etc. There are some items that were left in the refrigerator and freezer. LR will check the items out tomorrow and determine whether they need to be disposed of or not.

Crash Bar. LR will attempt to find the necessary parts and do the repairs.

**New Business.** CB was recertified to operate an AED (automated external defibrillator).

A Motion was made to adjourn the meeting at 6:55 p.m., seconded and approved.

Respectfully submitted,

Beverly Bautista