

**JEFFERSON COUNTY  
PARKS & RECREATION DISTRICT #1  
MINUTES OF A REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS  
DECEMBER 12, 2017**

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, Elmer, Hull, Schmitt and Bohman.

Previous Minutes. Minutes from the November 14, 2017 meeting were approved as revised.

Treasurer's Report. RH reported an available balance of \$34,135.25. Voucher Nos. 79080 to 79087 for a total of \$1,451.06 were submitted for approval. Motion made and seconded to accept the Treasurer's Report. RH and LR sustained from signing and voting on their vouchers. LR and DS received their Certificate of Election. The Oath of Office will be done at the County. We received the renewal permit for our commercial kitchen.

Calendar. LR reported on the regularly scheduled activities and upcoming concerts. CWC has reserved the Center for 2/27/18 from 2 p.m. to 4 p.m. CWC has decided to eliminate the Soup and Games day and have Games following our community lunch on the second Thursday of the month at 1:30 p.m. This change will begin on 1/11/18. The date and/or time of an established event can be changed on the calendar. If a new event is proposed, the Board will need to approve.

**Old Business.**

Toandos.org. CB submitted the Parks & Recreation "year in review" to be posted on the Toandos.org website.

Accessibility Community Advisory Committee. We were informed that there is a new procedure for grant funding and we hope the work will get started in January.

Kitchen Upgrade. The refrigerator door has been fixed. DS volunteered to locate and purchase indoor metal garbage cans, one with a foot pedal. Karen Bailey was recommended to repaint the kitchen, and to use the existing color. The kitchen manager will be contacted

regarding kitchen signs for plates, etc. Ken Silvers is to work on the cabinet doors. If the work is not done by our next meeting in January, a new plan will be made.

**New Business.**

Rain Gutters. DS reported that the rain gutters need replacing or bypass with flashing. Contact Buddy's Handyman Service for inspection and recommendation.

Cleaning Person. Our cleaning person went on vacation and did not contact anyone regarding her absence. GE had a reference for a fill in. LR to open Center and show where vacuum is, etc.

CWC Donation. The CWC has offered to purchase three patio heaters, two for the patio and one for the gazebo for outside seating and they would provide the heat for any other needs (emergency preparedness). The propane can be stored in the garbage bins. Motion made and seconded to approve donation patio heaters from CWC.

A motion was made and seconded to adjourn the meeting at 7:05 p.m.

Respectfully submitted,

Beverly Bautista