

Minutes

P & R District #1 Board of Commissioners Meeting

July 12 2022

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:02. The meeting was chaired by Larry Robinson.

Present: Commissioners, Richard Hull(RH), Dennis Schmitt(DS), Gary Elmer(GE) and Larry Robinson(LR) were present in person. Commissioner Cathy Bohman(CB) attended by telephone. Secretary Joanmarie Eggert(JE) was present also.

Previous Minutes: GE moved, DS seconded, and all approved the minutes of the June 11 meeting as submitted.

Treasurer's Report: DS moved and RH seconded to approve 10 invoices for \$2,524.37 as submitted. All approved; commissioners Robinson and Hull abstained from voting to approve stipends for the Building Manager and Treasurer, respectively.

Rainy day fund remains unchanged, will revisit at the next tax cycle.

RH will not be here for the August meeting. RH will send information to GE to serve as Treasurer for the next meeting.

Calendar: Request from "Corina" to start yoga classes on Saturday in the community center. She lives within the district, there will be no charge for the class. As long as there is no conflict with the dinners, that will be okay.

OLD BUSINESS

toandos.org

Nothing to report

Water Sample Analysis

Water sample was taken in for analysis.

(Spectra Laboratories). DS will follow-up to get the results.

Refinishing Picnic Table Tops
done.

DS, RH, and GE will look at what needs to be

Mulch in Exercise Area

CB we can get Rubberific from Lowes, CB will determine if we need it or if it just needs to be fluffed up. If needed, CB will purchase.

Pump House Repairs

Putting on hold for now.

Trash Area

GE posted a sign to discourage people not associated with Coyle Community Club activities from dumping refuse into the facilities trash cans. Currently Murray Disposal is coming every other week. GE will dispose of the old second can. Going forward, we will assess whether weekly pickup or a larger can is needed and whether the posted sign stops unauthorized dumping.

Exterior Window Cleaning

CB followed through with Chrissy regarding the exterior window cleaning, the front windows have been done. Back windows have not been done yet.

Coffee Maker Signs

Done

Capital Assets

Will need to discuss next month. **CB** has the numbers for the sport court and will email to RH. Will discuss in September.

NEW BUSINESS

Cleaning Services. Larry to follow through and make sure the job is being done as currently described.

Job Description - We should have a written description for each position. Secretary (**JE**) , Treasurer (**RH**), Building Manager (**LR**) to submit draft descriptions for the August meeting. **CB** to bring in Cleaning Services description, **DS** will work on the Yard Maintenance Position. The goal would be to develop and document commitments between parties.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at 6:42.

Respectfully Submitted

Joanmarie Gorans-Eggert