

Minutes

P & R District #1 Board of Commissioners Meeting

Oct 11 2022

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:06. The meeting was chaired by Larry Robinson.

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

Previous Minutes: RH moved, DS seconded, and all approved the minutes of the Sep 13 meeting as submitted.

Treasurer's Report: RH presented invoices info for approval. GE moved and CB seconded to approve 11 invoices for \$3627.51 as submitted. All approved. Commissioners Robinson, Bohman, and Hull abstained from voting to approve stipends for the Building Manager, Secretary, and Treasurer respectively. Two thousand from the Rainy Day fund was transferred to the operating account. The Rainy Day fund is now \$5,000. Capital Assets Policy and Purchasing Policy were discussed and finalized.

Calendar: No conflicts noted. LR has fielded a couple of calls that have conflicts.

OLD BUSINESS

toandos.org

Nothing to report.

Refinishing Picnic Table Tops

Completed.

Mulch in Exercise Area

Rubberific is on back order and can't be ordered from Lowes at the moment.

Trash Area/New Container

No action needed now. Continue to monitor. DS will check a price for a locking container with a secure lid.

Review of Contract Positions

Minor changes to Cleaning Contract position- CB will make updates. Treasurer and Secretary positions descriptions are completed. CB will review the Commissioners Responsibilities. Reviewed Kitchen Manager Position. CB will make updates to the Kitchen Manager Contract Position. CB will also reach out to C.Schmitt to see if she is still interested in the position. Building & Grounds Manger and Outside Manager will be discussed at the next meeting.

Patio/Gazebo Bird Nesting

Pressure washed and birds gone for now.

Kitchen Deep Clean

CWC has offered to do a deep clean of the kitchen. The commissioners graciously accepted. DS will let C Schmitt know.

New Mailbox and Post mail.

RH will see if he can fix it next time he picks up the mail.

Pump House

Tabled for future discussion.

NEW BUSINESS

Cleaning Contract Position

Holly Stiley responded and is interested. DS will contact her and confirm that she would like the position and would be able to start Nov 7. LR will contact Chrissy and let her know verbally. RH will send out a letter letting her know that we have hired a new person, and her last day is Oct 31.

DS moved and GE seconded, and all approved to hire Holly Stiley as the new cleaning person.

Women's Toilet

One toilet is not working, DS has contacted several businesses, Coon can come out the earliest. RH will contact Coon.

Sound Equipment

We checked out the sound system. DS will check with Roland before making any repairs.

Fire Extinguishers

Dennis will get rid of the ones that are no longer valid.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at 8:03.

Respectfully Submitted

Joanmarie Gorans-Eggert