

Minutes

P & R District #1 Board of Commissioners Meeting

Nov 8 2022

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:05. **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. Holly Stiers was in attendance at the start of the meeting.

Previous Minutes: RH moved, DS seconded, and all approved the minutes of the Oct 10 meeting as submitted.

Treasurer's Report: RH presented invoices info for approval. DS moved and CB seconded to approve 5 vouchers for \$1,257.17 as submitted. All approved. RH will pay Holly for the additional hours that she worked to bring things up to speed in the LBJCCC. Holly has the key, **LR** will update the key list.

Calendar: No conflicts noted. **The Coyle Women's Club (CWC)** would like to host a bake sale on Sat Dec 10th 2-4. AA will be doing a potluck the last Sunday of every month. LR will clarify with them use of the facilities. HR and Cathy Bohman would like a meeting on Nov 11 from 1-3. **RH** will update calendar to reflect that. The Food bank folks can use the inside of the building during the winter months. TheCWC is going to decorate the tree on Thurs Dec 1. **RH and LR** will put up the tree on Wed Nov 30 at 1:00.

OLD BUSINESS

toandos.org

Nothing to report.

Mulch in Exercise Area
ordered from Lowes at the moment.

Rubberific is on back order and can't be

Trash Area/New Container
container with a secure lid , they cost about \$400-\$500.

DS will checked a price for a locking

Confirmation of New Cleaning Position Holly accepted and has already started.

Confirmation of Kitchen Manager CB updated the the Kitchen Manager position document, and Cherylann Schmitt accepted the position, she will be paid using the same process as for Secretary and Treasurer. She will be starting in November.

Review of Building and Grounds Manager Position Building and Facilities Manger Description and was discussed and updated with minor revisions.

Updates made to Commissioner Position Description CB provided some revisions to the Position description and all agreed. **JGE** will send out the revised Building and Grounds Manager and Commissioner Position Descriptions.

Kitchen Deep Clean **CWC** will do this in November.

New Mailbox and Post RH replaced the old post.

Women's Toilet Done.

Sound Equipment Done, Norm checked it out and donated a mic.

NEW BUSINESS

Stipends - Stipends have not been adjusted in about 20 years. Discussion next month on stipends for Trearsurer, Secretary, and Building and Grounds Manager. New stipends will go into effect in January.

Roasters **One** of the roasters is slow to reach the appropriate temperature. **CWC** will donate a new one, and dispose of the old one.

PPatch Water **LR** agreed to turn off the water to ppatch in the next week.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at **7:08**.

Respectfully Submitted

Joanmarie Gorans-Eggert

