

Minutes

P & R District #1 Board of Commissioners Meeting

May 09 2023

Call to Order: The meeting was called to order at at the Laurel B Johnson Coyle Community Center (LBJCCC), Quilcene, WA. at 6:01. The meeting was chaired by Richard Hull.

Present: Commissioners, Cathy Bohman (CB), Thane Grooms (TG), Richard Hull (RH) and Dennis Schmitt(DS) attended in person. Gary Elmer(GE) attended by phone. Secretary Joanmarie Eggert(JE) attended in person.

Previous Minutes: CB moved, DS seconded, and all approved the minutes of the April 11 2023 meeting as submitted.

Treasurer's Report: RH presented invoices info for approval. DS moved and TG seconded, and all approved 6 vouchers for \$968.05 as submitted.GE abstained as he could not see the documents.

Calendar: Tango and Yoga scheduled into the future. Karen Grooms revised the board and posted on "I've Heard of Quilcene" Facebook site and has received a lot of interest.

OLD BUSINESS

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Nothing to report.

Election of Board Chair Nominations for Board Chair were opened. GE nominated, TG seconded, and all approved for RH to be be the chair.

Building and Grounds Manager Update

Building Maintenance

- Installed new bathroom fan filters.
- Well house tree removal is 90% done. Ken still needs to deal with the stumps.
- Cheryl McNutt has started mowing and grounds maintenance. DS and TG met with her and was given some guidance. (\$25 hour with a cap of 800/month).
- Holly has found a nice way to show that the bathroom has been cleaned by crimping the toilet paper.

Expenses

- Bathroom fan filters from Amazon \$14.94

Planned Work

- Cut off old downspouts
- Entry tile trip hazard
- Office window leak
- Phone wire secured
- Swallow nest mitigation
- ADA door adjustments
- Porch roof flashing installed wrong, drains onto woodwork
- Gable Siding Painting
- Berm flattening for discussion

Mulch in Exercise Area - the outside edge needs to be redone. CB and TG to look at what is needed. (Note, attending commissioners looked at the area after the meeting and felt like they could do the work this summer.)

Kitchen Manager Report

- CB has added that the Kitchen Manager and Kitchen cleaner need to have food worker cards to job description.
- Permit is displayed as required.
- Pricing is being looked at for the following items. Amazon link should be sent to TG.
 - Kitchen dividers
 - New cutting board needed.
 - Replacing knife block with a magnetic block.

Bio Status - DS has looked at his bio.

NEW BUSINESS

ByLaw Discussion regarding Posting Agenda. TG moved, DS seconded and all approved that the wording for posting the agenda should now read:

An agenda for each Regular, Special, and Annual Meeting will be distributed to our Commissioners, and a copy will posted electronically on the toandos.org site by 5pm at least 3 days preceding the meeting.

In the future, JE will contact Roland and provide the agenda for posting.

Jefferson County. TG - Wendy Davis sent him invitation to attend a Jefferson County Strategic Planning Meeting Status Report meeting. No action needed.

Piano is unlocked. Board members should feel free to inform piano players that they can't play during dinners or other events when it disrupts people's ability to carry on a conversation.

Meeting Date. GE was approached by someone expressing interest in running for commissioner, but can't make the current meeting date and time. They were wondering if there flexibility to change the meeting date. After discussion, it was decided that it would not be feasible to do so as board members have built their calendars around this schedule, and other county reporting requirements.

Front Area Furniture.

The Arlene Hutt bench needs refinishing and other furniture in the front of the Community Center needs to be updated. **CB** will do some research for discussion next month.

MEETING ADJOURNED

Moved, seconded, and unanimously approved to adjourn the meeting at 6:57.

Respectfully Submitted

Joanmarie Gorans-Eggert