

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

Nov 14, 2023 6:00pm

- 1. CALL TO ORDER/ROLL CALL** The meeting was called to order at the Laurel B. Johnson Community Center, Quilcene, Washington at 6:02 pm. The meeting was chaired by Richard Hull (RH). Commissioners Cathy Bohman (CB), Gary Elmer (GE), Thane Grooms (TG), Richard Hull (RH), and Dennis Schmitt (DS) attended in person. Joanmarie Eggert (JE), secretary and Cherylann Schmitt (CS), kitchen manager, attended in person.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** GE moved, CB seconded, and all approved, except DS the October 10, 2023 minutes as submitted. (DS did not attend the previous meeting).
- 4. COMMISSIONER ANNOUNCEMENTS** CB, RH, re-elected, TG and Norm Johnson were elected to be on the board of commissioners.

Planned Work

- 5. CALENDAR**
 - Nothing to report
- 6. TREASURER REPORT** RH presented invoice information for approval. DS moved, TG seconded, and all approved 7 vouchers for \$1339.61.
- 7. BUILDING MANAGER REPORT**
 - Building Maintenance**
 - Front Doors are sagging and separating
 - P-Patch water turned off
 - Jacob's last 2 weeks of the year 10/8-10-22
 - Replaced some lights

- Thane brought up his big blower to move leaves from the grass
- Thane has let Joe McKinstry (Concerts) that if someone is mis-behaving, he can call Thane, and Thane will let them know they are being trespassed.

Expenses

- Nitrile gloves for kitchen \$21.67
- Kitchen Supplies \$49.56

Total \$71.23

New Items

- None

Planned Work

- NW motion light replacement
- Cut off old downspouts
- Entry tile trip hazard
- Phone wire secured
- ADA door adjustments
- Porch roof flashing installed wrong, drains onto woodwork
- Security cameras
- Starlink Internet
- Well house siding or rebuild
- Schedule generator maintenance with Double D.

8. KITCHEN MANAGER REPORT

- CS provided a 2 month report. Refrigerator is holding temp. New basting brush and 2 new digital thermometers, and a digital food scale were purchased.
- Would like to purchase new bar towels, and needs to buy new cutting boards. CS is trying to get rid of extra large coffee cups and extra utensils.
- Disposed of a large tablecloth that was too worn.

- Private party, Thanksgiving Dinner from 3-8. Person hosting the party knows that she can't cook in the kitchen, but she can use the oven and fridge to maintain temperature.

9. OLD BUSINESS

- a. toandos.org - RH is the owner, Roland Faragher- Horwell is tech person. Thane is becoming a co-administrator.
- b. **Compilation of Policies** - none to report.
- c. **Guidelines for emergency opening of the Center.** TG still needs to contact Willy and David.

10. NEW BUSINESS

Thane is coordinating with the County to get wood chips for the Ppatch.

11. MEETING ADJOURNED at 6:52

Respectfully submitted,

Joanmarie Eggert, Secretary