

MINUTES

P & R District #1 Board of Commissioners Meeting

923 Hazel Point Road

May 14 2024 6:00pm

- 1. CALL TO ORDER/ROLL CALL** The meeting was called to order at the Laurel B. Johnson Community Center, Quilcene, Washington at 6:01 pm. The meeting was chaired by Richard Hull (RH). Commissioners Cathy Bohman (CB), Thane Grooms (TG), Richard Hull (RH), Norm Johnson (NJ), and Dennis Schmitt (DS) attended in person. Cherylann Schmitt (CS), Kitchen Manager, and Joanmarie Eggert (JE), secretary, also attended in person.
- 2. APPROVAL OF AGENDA** No changes.
- 3. APPROVAL OF MINUTES** DS moved and NJ seconded the approval of the April 09, 2024 minutes. Minutes were approved by all.
- 4. PUBLIC COMMENTS** - none.
- 5. COMMISSIONER ANNOUNCEMENTS** - none.
- 6. TREASURER REPORT** RH presented invoice information for approval. TG moved, CB seconded, and all approved 5 vouchers for \$1530.13.
- 7. BUILDING MANAGER REPORT**
 - Building Usage**
 - Bookmobile will be coming on Friday instead of Mondays in the future
 - Building Maintenance**
 - Garbage pickup is now weekly and is a commercial account (Thursday)
 - Water leak men's bathroom repair 5/13/24
 - Expenses**
 - Coffee stir sticks \$9.22
 - Pickleball In-Ground Posts & Net \$544.41
 - Total \$553.63

Old Items

- ADA Automatic Door adjustment (open on pull) - called Ward, and still waiting to hear back.
- Video surveillance sign.
- EOC / County Emergency opening protocol & reimbursement

New Items

- Website updates - Commissioners, News, Etc. - Please take a look and make sure info is accurate. Updates sent to Roland. Ask Roland to do a once over and update from his prospective.
- 2nd Admin for Toandos email group - not part of the PnR purview.
- PUD Fiber Optic - we are already on the list.

Planned Work

- Front Doors - Thane & Dennis will repair soon
- Entry storm water drain (before end of Summer)
- Entry tile trip hazard
- Phone wire secured
- Porch roof flashing installed wrong, drains onto woodwork
- Starlink Internet
- Well house siding or rebuild
- Carpet replacement

8. KITCHEN MANAGER REPORT

- Refrigeration and freezers are maintaining temperature
- No compliance issues with kitchen users.
- CS confirmed that the station system being used at the CWC brunch was acceptable to the Health Department
- Self-service lunch by CWC was approved by the Health Department
- All the kitchen worker cards are up to date.
- New drain and whisk have been replaced.

9. OLD BUSINESS

- a. toandos.org - nothing to report. JGE to coordinate updates
- b. Guidelines for emergency opening of the Center. TG still needs to contact Willy and David.
- c. Pickleball court status.
- d. Public Input Meeting - June 23 at 1:00. Post announcements on toandos.org June - 2 weeks prior, and Friday before the meeting.

Web site on next week's announcement.

- e. Toandos Google group informational email- still waiting for pickle ball court installation

9. NEW BUSINESS

- Election of the new chair (yearly requirement). TG nominated, DS seconded that RH serve as the Chair for the next year.

10. MEETING ADJOURNED at 7:22

Respectfully submitted,

Joanmarie Eggert, Secretary