

Brinnon Parks & Recreation District
PO Box 643 Brinnon, WA. 98320
Phone: 360-796-7002 www.brinnonparksandrec.org

January 9, 2019

6:30pm

Regular Meeting Minutes

Brinnon School, 46 Schoolhouse Rd Brinnon, WA

- I. Call to Order at 6:32pm
- II. Roll Call - Commissioners Graham, Barnet, Baisch, Coleman and Schindler
Also: Joe Baisch and Bill Barnet
- III. Approval of Agenda

Amend item VII. a. ii from Entertainment Budget to Overall Budget

The motion to approve with adjustment was made by Baisch seconded by Barnet

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- IV. Public Comment (Limit 3 minutes) - NONE

- V. Approval of Minutes

a. December 12, 2018

The motion to approve was made by Schindler seconded by Baisch

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- VI. Consent Agenda

- a. Treasurer Report - Commissioner Schindler
 - i. Donation of \$125 ending \$6,043.78 on hand
 - 1. 2018 Exp \$3,268.86 Income: \$8,579.11
 - 2. Auth voucher was signed by all commissioners
 - 3. Bars report received from Jefferson County Auditor
 - a. Inc of \$11k and exp \$11k

The motion to approve was made by Barnet seconded by Baisch

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- VII. Unfinished Business

- a. ShrimpFest
 - i. Amendment to Hjelvik Agreement
 - 1. Change per \$40 /space for camping, if altered space would be \$50 fine

2. If Hjelvik moves the stage for us there would be a fee
3. Name change: Hjelvik's Farm
4. Motion to approve with Belinda Graham having authorization to make non-monetary changes (bookmark)
5. Item 2 2nd bullet - Rick is not open to having any digging done
 - a. Logistics group will work on this. Joe Baisch can work with them, meeting on Jan 14th

The motion to approve Belinda Graham having authorization to make non-monetary charges to the Hjelvik Agreement and sign agreement was made by Barnet seconded by Coleman

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- ii. Consideration of Overall Budget and authorization to Belinda Graham, Chairperson, to enter into entertainment agreements within the Entertainment Budget Approved amount.

The motion to approve was made by Schindler seconded by Coleman

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- iii. Authorization for Diane Coleman to enter into marketing/advertising agreement within the Marketing/Advertising Budget Approved amount.

The motion to approve was made by Barnet seconded by Schindler

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- iv. Authorization for Belinda Graham, Chairperson, or her delegated representative, to submit and pay for any permits necessary to produce ShrimpFest 2019.

The motion to approve was made by Schindler seconded by Coleman

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- v. Shrimpfest booth - starting inventory is too large, as we move forward, reduce inventory so we do not have a much at the end of the event
 1. Use local vendors as long as it doesn't cost too much more than other options available
 2. \$500 or more and then three bids are needed
 - a. Rental equipment, merchandise, etc.

The motion to approve was made by Schindler seconded by Coleman

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- b. Consideration for modifications or approval of Mission Statement

The motion to approve with adding "other" before community needs on the last line was made by Schindler seconded by Coleman

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

- c. Finalize 2019 Calendar of Events - tabled to next meeting

- d. Commissioner Brotherton invitation to District meeting update will be at our February 13th meeting. Belinda will put a packet together to send to Commissioner Brotherton prior to meeting to include prior discussions with Commissioner Kler, yoga conversations, MOU of OlyCap and how best to move forward and how we can fully utilize the center for community needs. The local community, including non-profits will be invited for a meet and greet with snacks.

The motion to approve was made by Barnet seconded by Schindler

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

VIII. New Business

- a. Senior Organization Update -handled at last meeting
- b. Consideration for taking over Brinnon News email distribution from George Sickel

The motion to approve was made by Barnet seconded by Baisch

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

IX. Public Comments (Limit 3 minutes)

- a. Bill Barnet - will there be more kids' activities at ShrimpFest - Alicia Simmons (4H) and Belinda met last week \$1k budget to include in part: a play, scavenger hunt, pie eating contest, obstacle course, spin art, basketball hoop, bean bag toss from Windermere, picture frame, ShrimpFest logo with center out for photo
- b. Bill Barnet - have an ad in the Crier prior to May issue

X. Comments from the Commissions/Items for next Agenda

- a. Commissioner Barnet - ShrimpFest volunteers team update
 - i. Schindler asking who has historically helped with the shrimp booth

XI. Adjournment at 7:47pm

Next meeting on: January 23, 2019 - Commissioner Graham will not be here, Commissioner Baisch will be the lead for the meeting