

Brinnon Parks & Recreation District
PO Box 643
Brinnon, WA 98320
Phone: 369-796-7002
www.brinnonparksandrec.org

February 14, 2018

6:30pm

Commission Regular Session Meeting Minutes

Brinnon Community Center, 306144 Highway 101 Brinnon, Washington

A. Call to Order at 6:31pm

B. Roll Call

- a. Present: Commissioners Schindler, Baisch, Graham and Coleman (after appointment and Oath of Office)
- b. Absent: None

C. Approval of Agenda

- a. A motion was made to rearrange the agenda after E. Public Comment to address H. New Business items A, B, C and D then resume the agenda with F. Consent Agenda. The motion was made by Schindler and seconded by Baisch.

b. Ayes: 3 Nays: 0 Absent: Recuse:

D. Approval of Minutes - December 13, 2017

E. A motion was made to approve the minutes by Baisch and seconded by Schindler.

a. Ayes: 3 Nays: 0 Absent: Recuse:

F. Public Comment (Limited to 3 minutes)

- a. Superintendent Beathard shared information regarding the Big Event, March 23 with more information to follow.
- b. Beverly Taylor stated she would be interested in assisting the Board with its endeavors.

G. Consent Agenda

- a. Treasury Report
- b. Commissioner Schindler provided a verbal report no change to the fund balance of \$733.53. On February 13, the Emerald Town Alliance voted on the District's donation request the result is forthcoming. The Annual Report was currently underway. The County has seen an increase in LTAC funding that may provide an opportunity for the District to apply for some funding next year. Other funding opportunities might be a booth at the Cove RV swap meet. A motion was made by Coleman and seconded by Baisch to accept the Treasury Report.

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c. Ayes: 4 Nays: 0 Absent: Recuse:

d. Committee Report (None)

H. Unfinished Business

a. Motion: That the Commission approve the 2018 meeting schedule. (Attachment A)

b. A motion was made by Coleman and seconded by Baisch to approve the 2018 meeting schedule.

c. Ayes: 4 Nays: 0 Absent: Recuse:

d. Motion: That the Commission approve exploring a joint partnership with Pleasant Harbor Marina to provide feedback on the draft proposal Community Swim days in July and August 2018 (Attachment B) and authorize Commissioner Graham to apply for grants relating to this effort.

e. The Commission discussed the benefits of this program and exploring a partnership with the School District. A motion was made by Baisch and seconded by Coleman to moving forward with a joint partnership with Pleasant Harbor Marina to provide Community Swim days in July and August.

f. Ayes: 4 Nays: 0 Absent: Recuse:

g. Motion: Authorize Commissioner Graham to revive the District's website and create District email address for all District Commissioners.

h. A motion was made by Coleman and seconded by Schindler to move forward with reviving the website and District email addresses.

i. Ayes: 4 Nays: 0 Absent: Recuse:

I. New Business

a. Motion: Accept the resignation effective immediately of Nichole Brakeman as Brinnon Parks and Recreations District No. 2 Commissioner Position No. 5 and to advertise for the replacement of this vacancy. (Attachment C) A motion was made by Schindler and seconded by Baisch to accept Commissioner Brakeman's resignation. The Commissioner's thanked Brakeman for her service.

b. Ayes: 3 Nays: 0 Absent: Recuse:

c. Motion: That the Commission accept the Letter of Interest and appoint Diane Coleman as Brinnon Parks and Recreation District No. 2 Position No. 4 Commissioner. (Attachment D) A motion was made by Schindler and seconded by Baisch to appoint Diane Coleman as Brinnon Parks and Recreation District No. 2 Position No. 4. Schindler

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gave the Oath of Office and the Commissioners welcomed Coleman to the Board. Coleman immediately began her duties.

- d. Ayes: 3 Nays: 0 Absent: Recuse:
- e. Motion: That the Commission select officers for President and Secretary, and consider establishing a Programing Committee, a Facility Committee, and Fund Development Committee each consisting of two Board members. Coleman nominated Graham for President and volunteered for Secretary. Graham recommended holding off on Committee assignment. A motion was made by Schindler and seconded by Coleman to select Graham as President, Coleman as Secretary and table Committee assignments.
- f. Ayes: 4 Nays: 0 Absent: Recuse:
- g. Motion: That the Commission consider and support, oppose or remain neutral regarding the draft proposal of Jefferson County Parks and Recreation After-school and Summer Programming in the Brinnon School. (Attachment E)
- h. Superintendent Beathard provided an overview of Jefferson County's Parks and Recreations proposal to provide after school activities for the students. The Commissioners discuss the issue and the benefit to the community. In addition, discussed the importance of partnership with both the public and private sectors. A motion was made by Schindler and seconded by Coleman support the draft proposal.
- i. Ayes: 4 Nays: 0 Absent: Recuse:
- j. Motion: That the Commission review the Bylaws and make recommendation for additions, deletions, and/or modifications. (Attachment F)
- k. The Commission discussed the item and Schindler volunteered to take the lead in making the modifications with the other Commissioners providing him their comments within two weeks. No formal action was taken this item will move to unfinished business on future agendas.
- l. Motion: That the Commission look at options and cost of renting office space and select a Commissioner to take the lead.
- m. The motion was made by Schindler and seconded by Coleman to table this item.
- n. Ayes: 4 Nays: 0 Absent: Recuse:

J. Items for next agenda

- a. Big Event
- b. Telling our Story - Annual message

K. Comments from the Commissions

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a. Items for next meeting came from Commission comments.

L. Adjournment 7:45pm