

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

December 12, 2018

5:00pm

Regular Meeting Minutes

Brinnon School, 46 Schoolhouse Rd Brinnon, WA

- I. Call to Order at 5:06pm
- II. Roll Call Commissioners Graham, Coleman, Schindler & Baisch. Commissioner Barnet has an excused absence.

Also here: Joe Baisch and Phil Thenstedt

- III. Approval of Agenda

The motion was made by Coleman seconded by Schindler
Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

- IV. Public Comment (Limit 3 minutes) NONE

- V. ShrimpFest 2019 Special Meeting

- a. Event updates from Belinda Graham

1. Consideration for modifications or approval of ShrimpFest Mission Statement

The motion was made by Schindler seconded by Coleman
Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

2. Consideration for modifications or approval of MOU of draft #5

The motion was made by Schindler seconded by Coleman with one change
V. to 4 to 7 days

Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

3. Consideration to approve one or two commissioners to authorize ShrimpFest disbursements for Sherry Lacey to reimburse from ETA funds via email.

Bud Schindler as Treasurer plus Belinda Graham or Diane Coleman to authorize disbursements via email

The motion was made by Coleman seconded by Schindler
Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

4. Site Agreement Draft #4

The motion was made by Coleman seconded by Schindler

Ayes: 3 Nays: 1 Absent: 1 Recuse: 0

- b. Advertising/Marketing updates from Diane Coleman - Consideration for modifications or approval of Budget

The motion was made by Schindler seconded by Graham to approve a \$4,500 advertising budget

Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

- c. Donations updates from Belinda Graham -Consideration for modifications or approval of Sponsorship Packages

The motion was made by Coleman seconded by Schindler to approve the Sponsorship Packages

Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

- d. Event Layout/Setup/Services/Teardown updates from Belinda Graham
- e. Parking/Traffic Coordination/Signage updates from Joy Baisch
- f. Shrimp Processing updates from Diane Coleman
- g. ShrimpFest Booth updates from Bud Schindler
- h. Ticket Booth updates from Bud Schindler
- i. Vendor updates from Belinda Graham

Phil suggests charging more for the food booth. Belinda suggests \$125 10x10 \$225 10x20 for food booth.

The motion was made by Coleman seconded by Schindler to approve the Vendor Rates and Vendor Application with changes Belinda has noted

Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

- j. Volunteer updates from Pam Barnet - N/A

VI. Approval of Minutes

- a. November 28, 2018

The motion was made by Schindler seconded by Graham

Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

VII. Consent Agenda

- a. Treasurer Report - Commissioner Schindler
Cash Balance \$5,918.78, including \$20.00 duplicate notary fee voided
Meeting minutes for 2018 to be sent to Schindler for 2018 filing

The motion was made by Coleman seconded by Schindler to approve as given
Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

VIII. Unfinished Business

- a. Consideration of 2019 Budget modifications or approval - Approved prior meeting
- b. Consideration for modifications or approval of Operating Procedures Approved in October meeting, present commissioners' signatures signed, needing Pam Barnet at next meeting
- c. Consideration for modifications or approval of Mission Statement – table to next meeting
- d. Discussion of Board meeting location
 - i. Meet with new Jefferson County Commissioner to talk about OlyCap in February?
 - ii. Continue meeting at Brinnon School

The motion was made by Schindler seconded by Coleman
Ayes: 4 Nays: 0 Absent: 1 Recuse: 0

- e. Finalize 2019 Calendar of Events – table to next meeting

IX. New Business

- a. Senior Organization Update
Meet with Senior Group at Fall meeting

X. Public Comments (Limit 3 minutes) - None

XI. Comments from the Commissions/Items for next Agenda

- a. Consideration for taking over Brinnon News email distribution from George Sickel

XII. Adjournment at 7:36pm
Next meeting on: January 9, 2019