

Board of Directors
Regular Work Session & Business Meeting

Monday, April 17, 2023 at 6:00pm

Madras Aquatic Center
1195 SE Kemper Way
Madras, Oregon 97741



Board members present:

Vice Chair Lindsay Foster-Drago, Board members Jillisa Suppah and Jean McCloskey were present in person. Secretary/Treasurer Deanna Seibold attended via zoom. Chair Jinnell Lewis was absent for the work session and arrived during the business meeting at 7:27pm.

Staff Members present:

Courtney Snead, Executive Director and Gregg Markwardt, Facility and Safety Director, attended in person. Shawna Hicks, Recreation Director, attended via zoom.

Visitors:

Bud Beamer, Amber Searcy, Marissa Wilson, Jay Mathisen, and Frank Maynard joined in person.

Work Session, 6:00 PM

1. Vice Chair Foster-Drago convened the work session at 6:05pm.
2. Update from Chief Blake, Fire/EMS District

Due to an emergency, Chief Blake was unable to attend the meeting.

3. Madras Swim Team Facility Use Agreement

Upon request from the MST board members, this item was postponed to wait and see if Chair Lewis is able to join the meeting.

4. 509J Intergovernmental Agreement

Executive director Snead reviewed the agreement. Board members did not have any questions.

5. Review proposed policy, procedure and grant updates
 - a. April 17, 2023 action items

- i. Updated MACRD pay wage/scale
- ii. Community Investment Youth Development grant

Executive director Snead said she reviewed the pay wage/scale based on board comments from the March 2023 work session and, while she appreciates the board's interest in raising starting pay for lifeguards, the budget cannot bear the additional costs or the compression the raise in pay would put on other positions. She said the proposed pay wage scale did not change from the March 2023 work session version as a result. Board members did not have any questions.

Executive director Snead gave an overview the community investment youth grant, including the support and partnership of the Culver and 509J school districts, to expand grade-band swim lessons and academic incentive swims over the next two years. Board members were very supportive of the plan.

6. Standing updates

- a. Capital improvements and other maintenance projects
 - i. Safer Indoor Environment Grant & HVAC upgrades
 - ii. Potential leak in the lap pool resolved
 - iii. Public auction is live on publicsurplus.com through April 20, 2023 at noon

Executive director Snead shared that central Oregon Heating and Cooling has started work on the safer indoor environment grant. Director Markwardt shared that they have been prepping the facility in anticipation of new equipment being delivered, and that we are on track to meet the June 15 deadline for project completion. Executive Director Snead noted that Central Oregon Heating and Cooling has been great to work with, and that despite having to wait for grant funds to be disbursed, they have moved forward with the project.

Executive director Snead reported that the leak in the lap pool has been resolved, and that they found one large tear in the lining of the lap pool; and a couple smaller pin prick size holes. They also identified two small pin prick holes in the leisure pool liner, and no holes in the splash down liner. Director Markwardt shared that they conducted a pressure test on the lap pool pipes and found that everything was in good condition. We will invite them back in the next couple of years to run similar tests on the leisure pool and splash down to ensure that our system is in good working order.

Executive director Snead reminded the board that the public auction was live, and would be open for bids until Thursday, April 20 at noon.

b. Update on the Master Plan project

Executive Director Snead shared that the first master plan steering committee meeting was held on April 7. We have a draft survey that was reviewed at the meeting, as well as a list of stakeholders to start interviewing.

c. FY2023-24 budget development

i. FY2023-24 Tax anticipation loan

Executive director Snead shared that the tax anticipation loan is similar to past years, with the exception of an increase in interest to 4.5% to reflect the higher earnings that funds in the LGIP are garnering. The board of directors did not have any questions on this item.

3. Madras Swim Team Facility Use Agreement

Chair Lewis was not present yet, but this is the last item on the work session agenda. Executive director Snead reviewed the draft agreement in the packet, noting that the areas of discussion that she anticipates tonight are on section 2.3 related to fees for facility use. She shared that there had been a number of changes to the agreement based on conversations with the MST board, including membership availability to MST youth without requiring an adult membership and a 24-hour cancellation refund, both of which are outside MACRD policy.

Dr. Beamer, MST Board President, addressed the board and discussed the importance of youth swim team, and the vital nature of the program as it relates to the MAC recruiting lifeguards who have learned how to swim as part of the program. He presented the MST budget, comparisons with other club programs and fees paid, and shared with the board the MST board's concern regarding their ability to pay facility fees. Marissa Wilson, MST Board Secretary shared that the program never had a chance to get off the ground, since they took over program management basically a month before COVID-19 closures started happening. She shared challenges associated with getting the 501c3 off the ground, and that they really need more time to grow their program before they can afford to start paying facility rental fees.

Vice Chair Foster-Drago asked if the comparison data reflected private or public facilities. Ms. Wilson shared that they put this comparison together by looking at similar size communities, and that they do offer scholarships but that swimming is an expensive sport.

Executive Director Snead added that when she received the comparison spreadsheet, she added public facilities at the bottom and shared it with the MST board of directors.

Dr. Beamer shared that section 2.3 in the agreement bothers him, in that he does not feel it is appropriate to charge a 501c3 board the same fees as the school district, which has a tax base and funding to pay for those fees. He noted that they lost 1.5 years of program development because of COVID-19 restrictions, and wondered what their options were for program development, outside of handing the program back to the MACRD.

Vice Chair Foster-Drago said that, based on the budget they presented, it didn't look like they could afford to pay any fees. She asked them to share what their 'ask' is of the MACRD board; a reduction in fees, fee waiver, or something else.

Dr. Beamer said that they were hopeful the scoreboard would generate up to \$15,000 per year for them, but that they have sensed a reluctance on the part of businesses to advertise in this way. He would like to see the MACRD change section 2.3 in the agreement and charge fees commensurate with other teams in the state, such as \$10/lane/hour. Ms. Wilson said that she would prefer an extension of the grace period to give MST time to build the program.

Director McCloskey said she appreciated the information provided, and asked if other facilities that charge less per lane charge for swim meets.

Ms. Wilson said that they did not ask that when they were collecting the spreadsheet data, but it was something they could look into.

Director McCloskey noted that the agreement provides for one free swim meet per season, totaling four throughout the year. She asked how many swim meets MST anticipated hosting next year.

Ms. Wilson said that they would probably host one per season, depending on whether they can get the volunteers and certified officials required to host a swim meet. Amber Searcy, MST board member, shared that if there was a full swim meet of 5-8 teams with upwards of 100 swimmers per team, it can bring business to Madras. She said that other teams want to come here because they love the MAC facility.

Vice Chair Foster-Drago said that, from her perspective, her role as a board member is to be fiscally responsible for the district. She would like to see what other public facilities charge for lap lane rentals so it is apples to apples, rather than looking at private facilities. She would like to

understand from the MST board what they are requesting to help determine what is realistic. She appreciates the flexibility of staff as they have discussed policies that can be adjusted in partnership with MST while still honoring our responsibilities to tax payers.

Board member McCloskey asked if the MST would like the MACRD to take back the program or if they want to continue as a separate organization.

Dr. Beamer said that they want to give it a go as a separate organization. Executive director Snead agreed that staff prefers it remain a separate organization, but at the end of the day the MACRD would pick it up as a club program if it would not otherwise be offered.

Frank Maynard, Club Volleyball coach, asked if he could chime in. He said that it sounds like they are in the process of developing a program, just like he is with volleyball. He asked how many participants they would need to break even, and also asked about the ages of participants.

Ms. Wilson shared that they had not done the math to figure out how many participants they need, but that they have 12 participants in spring 2023, which is their lowest participation this year. She also shared that the youngest participant is 8 years old.

Dr. Beamer shared that he had been trying to schedule a meeting with the MAC Trust to discuss providing support. He thanked the board for their time, and said that he looked forward to discussing the agreement further if there were any additional questions or information needed.

Vice Chair Foster-Drago adjourned the work session at 7:20pm.

BUSINESS MEETING, approximately 7:30 PM
(immediately following the work session)

1. Convene meeting

The Vice Chair called the business meeting to order at 7:21pm.

Roll Call: Vice Chair Lindsay Foster-Drago (in-person), Secretary/Treasurer Deanna Seibold (zoom), Board members Suppah and McCloskey (in-person). Chair Jinnell Lewis arrived in-person at 7:27pm.

2. Pledge of Allegiance

3. Vice Chair Foster-Drago read the land acknowledgement

4. Adoption of the Agenda

Board member McCloskey moved to approve the agenda as presented. Board member Suppah seconded. Motion passed 4-0.

5. Correspondence

- a. Patron comment card(s), email(s), and other communications regarding MACRD operations

Executive Director Snead reviewed the correspondence included in the board packet.

6. Visitors section/public comment

Members of the public are welcome to speak to the board of directors during this time. They should sign in at the beginning of the meeting to be recognized by the board chair. Speakers are asked to limit comments to three minutes.

Superintendent Jay Mathison, 509J School District, thanked the board members for their service to the community. He talked about the district's partnership with 509J on the community investment grant, and his appreciation for staff's approach to developing the project, and appreciates the partnership that we have, working together to serve kids.

7. Financial reports

- a. March 2023 balance sheet
- b. March 2023 Month end profit and loss report
- c. Year-over-year profit and loss comparison report

Executive director Snead reviewed the financial reports included in the board packet.

8. Consider approval of the consent agenda:

- a. Receive and acknowledge March 2023 financials
- b. Approve Board work session and business meeting minutes, March 20, 2023
- c. Authorize the executive director to apply for a Community Investment Grant through Oregon Department of Education Youth Development in partnership with Culver and 509J School Districts

Chair Lewis moved to approve the consent agenda as presented. Board member McCloskey seconded. Motion passed 5-0.

9. Consider approval of the proposed MACRD pay/wage scale

Board member McCloskey moved to approve the MACRD pay/wage scale as presented. Chair Lewis seconded. Motion passed 5-0.

10. Consider approval of a facility use agreement with Madras Swim Team

Executive director Snead told the board they had multiple options on this item. They could table it to the May 15 board meeting, they could request changes to the proposed agreement and approve it, or they could direct staff to make changes and bring it back at a future board meeting.

Secretary/Treasurer Seibold said that she could appreciate where the MST board is coming from, but she thinks the agreement as written should be approved, as the MACRD budget cannot bear continuing to subsidize the program.

Board member McCloskey asked for clarification on swim meet fees.

Executive director Snead said that, as written, MST would receive one free swim meet per season, and any additional meets would be charged consistent with facility rental fees, which totals approximately \$2,000 for a full day meet, since it cancels other programming due to closing the MAC to the public when those meets occur.

Board member McCloskey shared that she does not want to waive fees completely, but that she understands where the MST board is coming from with needing time to continue building their program. She would like to propose that the MACRD drop the lane rental fees from \$15.60/hour to \$11/hour. She also asked about rewording section 2.3 to reflect the MACRD board's interest in being supportive of their efforts to build the program.

Chair Lewis agreed with Board member McCloskey and noted that it would help maintain a positive relationship with the MST board and parents, in recognition of hearing their concerns and finding a balanced approach.

Vice Chair Foster-Drago said that she is struggling with this. She wants us all to work cohesively, and so many of the organizations they are using to compare us to are private, so it is difficult to see how this club sport should be charged differently than others in our community. She noted that tackle football, a MACRD club sport, just hustled to raise over \$20,000 to subsidize the cost of the program. She wondered about the level of interest in the community to support swimming in this manner. She said that she leans toward approving the agreement as is but will be supportive if the board wants to reduce rates for this year and evaluate it again for the following year.

Board member McCloskey moved to table the facility use agreement with Madras Swim Team to the May 15, 2023 board meeting, and further

directed the executive director to amend the language in 2.3 in the agreement to reduce facility rental fees to \$11/lane/hour to allow for program development and sustainability, to be revisited in spring 2024. Chair Lewis seconded. Motion passed 5-0.

11. Consider approval of a tax anticipation loan agreement with Jefferson County

Board member McCloskey moved to approve the tax anticipation loan with Jefferson County. Chair Lewis seconded. Motion passed 5-0.

12. Consider approval of an intergovernmental agreement with 509J School District

Chair Lewis moved to approve the intergovernmental agreement with the 509J school district. Board member Suppah seconded. Motion passed 5-0.

13. Executive director report

Executive Director Snead reviewed the report included in the board packet.

14. Board member highlights

Board member McCloskey shared that she signed up for the MADras Runners challenge as a walker and is enjoying it.

Board member Suppah said she was able to attend an open swim during spring break with a program she works with in Warm Springs and it was a lot of fun and a way for the program to provide a fun family engagement activity.

Vice Chair Foster-Drago said that she overheard people chatting, mostly negative, about the MACRD at flag football on Saturday, and then someone else shared positive experiences and the negative talkers said that they were also seeing some positive things. She let them know she overheard, and encouraged them to come to board meetings if they have positive or constructive feedback to share.

Secretary/Treasurer Seibold attended the first Master Plan Steering Committee, which is full of vocal community members, and it was great. She also noted that she missed swimming, as she has been ill, and it really highlights for her the importance of our pool for exercise.

Board Chair Lewis said that they have attended on flag football practice but missed the first game due to being out town. She recently attended toddler time and has noticed how busy it seems. She said that she loves that it is a mix of independent workout, lap swim, and toddler time families, and noted that the older patrons seem to enjoy interacting with the toddlers, which is fun to see, as it seems to enhance their experience at the MAC.

15. Adjourn

Board Chair Lewis adjourned the business meeting at 8:28pm.

The next board work session and business meeting is scheduled for Monday, May 15, 2023 at approximately 7:30pm, immediately following the budget committee meeting.

Respectfully submitted, _____
Courtney Snead, Executive Director Date

Jinnell Lewis, Board Chair Date