



**Board of Directors
Regular Meeting**

Monday August 13, 2018, 6:30 p.m.

**Madras Aquatic Center
1195 SE Kemper Way
Madras, Oregon 97741**

I. CALL TO ORDER

II. ROLL CALL

Chair Lewis; Vice Chair Tippett; Director Layton; Director Rahi; Director Webb

III. ADJUSTMENTS TO THE AGENDA & CONSENT

Executive Director Barth or Chair Lewis

IV. AUDIENCE PARTICIPATION

Speakers are limited to five minutes, excluding questions from the Board

V. CONSENT CALENDAR

A. Approval of Minutes

Regular Board Meeting of July 9, 2018

Work Session of July 19, 2018

Board Open Session Meeting of July 19, 2018

B. Approval of

Intergovernmental

Agreement with School

District 509J

C. Action: Consider motion to approve the Consent Calendar, as presented.

VI. UNFINISHED BUSINESS

A. Items for Discussion

i. Operating Line of Credit to address cash flow needs Ex. Dir Barth (10 minutes)

ii. Kid's Club Update.....Director Tippett (10 minutes)

iii. Aquatic Center Annual Maintenance.....Gregg Markwardt (10 minutes)

B. Items for Action

- i. Resolution No. 18-04 – Public Contracting Rules and ProceduresAlan Dale, Legal Counsel (30 minutes)
- ii. Executive Director Search – Form Committee..... Ex. Director Barth (15 minutes)

VII. REGULAR BOARD MEETING

A. Business from Legal Counsel

B. Standing and Special Committee Reports

C. Executive Director Business

- i. Executive Director’s Report (July 2018).....Ex. Director Barth

D. Upcoming Meetings/Work Sessions/Events

- September 10 - Board of Director’s Meeting 6:30 p.m., MAC
- First week of September – Search Committee reviews applications for Executive Director

VIII. WRITTEN COMMUNICATIONS

IX. REMARKS FROM THE DIRECTOR

X. REMARKS FROM THE CHAIR

XI. ADJOURNMENT

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the board to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The public will not be permitted to attend the executive sessions; provided, however, representatives of the news media and designated staff will be allowed to attend the executive sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive sessions, except to state the general subject of the executive sessions as previously announced. No decision will be made in the executive sessions. The regular meeting is open to the public and interested citizens are invited to attend.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Michelle Camhouse (541-777-9360) from 8:00 a.m. to 5:00 p.m., Monday through Friday, to arrange this service.



MAC Recreation District

1195 SE Kemper Way, Madras, OR 97741

541.475.4253 • www.macaquatic.com

Madras Aquatic Center Recreation District

Board of Directors Meeting

August 13, 2018

Board Members Present:

Jinnell Lewis, Greg Tippett, Larry Layton, Martti Rahi

Staff Present:

Gregg Markwardt, Alan Dale, Attorney

Visitors:

Marty Goodson, Tim Nelson, Michele Gemelas, Jim Gemelas, Angela Harris, Caren Pilkington,
Susan Matheny, Madras Pioneer

I. CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:35 p.m.

II. ROLL CALL

III. ADJUSTMENTS TO THE AGENDA & CONSENT

- A. Correct audience comments limit to 5 minutes.
- B. Consent calendar - drop item B.
- C. Add Biii - line of credit.
- D. A motion was made by Martti and seconded by Greg to approve with above changes.
- E. Motion passed 4-0.

IV. AUDIENCE PARTICIPATION

- A. Angela Harris would like the MACRD to take over the MAC DASH.
 - i. Corp sponsorships \$14,000, registration \$5,300.
 - ii. Currently has 8 or 9 board members.
 - iii. 5 are retiring.
- B. Michele Gemelas - MAC ^{DASH} ~~Trust~~ Chair
 - i. Board members are willing to mentor MACRD to assist in future races.
 - ii. May need to figure out how to keep it under MAC Foundation or how to transfer it to MACRD.
- C. Gerald Kaloi wrote letter which was read into minutes by Jinnell.

V. CONSENT CALENDAR

- A. A motion was made by Martti and seconded by Greg to approve the minutes with no changes.
- B. Motion passed 4-0.

VI. UNFINISHED BUSINESS

- A. Items for Discussion
 - i. Line of Credit - Gary has worked with Columbia Bank and has also contacted SDAO as an alternative source. Need resolution to authorize LOC negotiator to be Gary.
 - ii. Kid's Club Update - Greg provided Kid's Club update. Meeting with Kid's Club board has been postponed until Jeremy Green returns. No changes to existing termination plan.
 - iii. Annual Maintenance - Working to develop long and short-term maintenance plan. Bond provides only \$.25 per thousand for operating funds and MACRD needs to support maintenance with these same funds. Need to split funds to properly manage funds vs. fixed assets.
- B. Items for Action
 - i. Resolution 18-04 - Public contracting rules. District must comply with these rules. Need to adopt a streamline process for staff. Board can delegate authority to ED. A motion was made by Martti and seconded by Greg to adopt resolution 18-04. Motion passed 4-0.
 - ii. Executive Director Search - Need to form committee. Staff, board and community member. Alan Dale provided instructions how to form a committee. Martti, Jinnell and Gary will be on committee. Will seek community member(s). Martti would like to add Marty Goodson to committee. Jinnell will invite Angela Harris as a community member. Greg Tippett recused himself from this subject due to conflict of interest.
 - iii. LOC - Formalize written authorization for Gary to negotiate with bank. A motion was made by Martti and seconded by Greg. Passed 4-0.

VII. REGULAR BOARD MEETING

- A. Legal - none
- B. Special Committee Reports - none
- C. Executive Director Business
 - i. Salary - CPI increase - will use Western CPI of 2.8% retroactive to July 1, 2018. All hourly will receive 5% raise retroactive to July 1, 2018 to avoid compression. Incorporating New Building - All fingers are pointing to MACRD to run. Still more work to do to consider finance to operate building. MACRD not interested unless it is sustainable. Met with attorney and audit firm. Using SDAO auditor to look at personnel files. Job description, salaries, employee handbook, etc. need to be updated. Purchasing policy - now allows completion of boiler contract and computer system. Facility office space - Need to consider better cooling for office spaces.
- D. Upcoming Meetings/Work Sessions/Events
 - i. September 10 - Board of Director's Meeting 6:30 pm, MAC
 - ii. First week of September - Search Committee reviews applications for Executive Director.

VIII. WRITTEN COMMUNICATIONS

None

IX. REMARKS FROM THE DIRECTOR

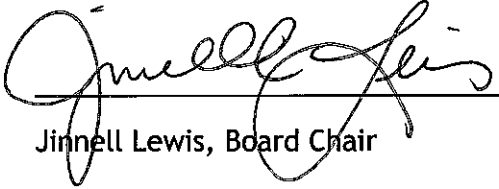
None

X. REMARKS FROM THE CHAIR

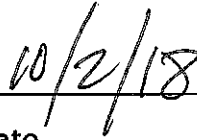
- i. Martti asked about water polo. There is no coach at this time.

XI. ADJOURN

A. The regular meeting of the Board of Directors was adjourned at 8:20 p.m.



Jinnell Lewis, Board Chair



Date

Greg Tippett, Vice Chair

Date