



**Board of Directors
Regular Meeting**

Monday January 14, 2019 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 Rabi; Director Webb; Director Williams

III. ADJUSTMENTS TO THE AGENDA

Chair Lewis

IV. AUDIENCE PARTICIPATION

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

V. SWEAR IN NEW BOARD MEMBER

VI. CONSENT CALENDAR

- A. Approval of Minutes
 - Regular Board Meeting of December 10, 2018
 - Board Work Session December 10, 2018

VII. AUDIT PRESENTAION

VIII. UNFINISHED BUSINESS

A. Items for Discussion

- i. Update on New Facility Development Project
 - a. Funding Structure
 - b. Operating Structure
 - c. Construction Management Structure
 - d. Building Ownership/Land Ownership
 - e. Mutually Off-setting Benefits
 - f. Staffing "Backfills"
 - g. Funding Timeline
 - h. Contract Timeline
 - i. Announcement Plan

B. Items for Action

- i. Updated Statement from Legal Counsel
- ii. HVAC Maintenance
- iii. Computer Networking
- iv. Commission Program – Jeremy
- v. Cell Phone Policy
- vi. Bathroom Remodel Project
- vii. Elect Board Secretary

IX. FINANCIAL REPORT

- A. YTD Actuals vs. Budget

X. NEW BUSINESS

- A. SDAO Training
B. May 2019 Special Districts Elections

XI. WRITTEN COMMUNICATIONS

XII. PROGRAM REPORTS

XIII. REMARKS FROM THE DIRECTOR

None

XIV. REMARKS FROM THE CHAIR

XV. 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 Camphouse (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

January 14, 2019

Board Members Present:

Jinnell Lewis, Martti Rahi, Steve Webb, Greg Williams

Staff Present:

Jim Weyermann, Michelle Camphouse

Visitors:

Lisa Vattino, Mitchell Biss, Candace Fronk, Gregg & Kathryn Markwardt, Holly Gill

I. CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:30 p.m.

II. ROLL CALL

Chair Lewis, Director Rahi, Director Webb, Director Williams

III. ADJUSTMENTS TO THE AGENDA

A. A motion was made by Steve and seconded by Martti to adopt the agenda as presented.

B. Motion passed 4-0.

IV. AUDIENCE PARTICIPATION

None

V. SWEAR IN NEW BOARD MEMBER

A. Chair Lewis swore in Director Williams.

VI. CONSENT CALENDAR

- A. Approval of December 10, 2018 Regular Board Meeting Minutes and December 10, 2018 Work Session Minutes.
 - i. A motion was made by Martti and seconded by Steve to approve the above minutes.
 - ii. The motion passed 4-0.

VII. AUDIT PRESENTATION

- A. Presented by Mitchell Biss and Candace Fronk.
 - i. Segregation of duties is the biggest concern; which has been corrected to the best of our abilities due to size.
 - ii. Having board members sign and review checks is a plus to internal controls.

VIII. UNFINISHED BUSINESS

- A. Items for Discussion
 - i. Update on New Facility Development Project
 - a. 1st installment of \$750,000 is due 1/25/19.
 - b. Phase 1 2/1 - 6/1/19. Feasibility study, design & construction documents, backfill personnel requirements.
 - c. Recreation district will not incur any costs associated with project.
 - d. Looking into other land options for indoor facilities.
 - e. Phase 2 6/19 - 6/2020 construction phase. Local contractor will be used.
- B. Items for Action
 - i. Updated Statement from Legal Counsel.
 - a. Costs will be covered in 1st installment check.
 - ii. HVAC Maintenance
 - a. No update.
 - iii. Computer Networking
 - a. Will get a comprehensive list put together.
 - iv. Commission Program
 - a. Postponed until next board meeting.
 - v. Cell Phone Policy
 - a. 1st reading - no changes.
 - vi. Bathroom Remodel Project
 - a. No update
 - vii. Elect Board Secretary
 - a. Martti nominated Greg Willams. Nomination was seconded by Steve. Greg accepted.
 - b. Motion passed 4-0.

IX. FINANCIAL REPORT

- A. Memberships and admissions are both up.
- B. Referee and officiating costs have gone up statewide.

X. NEW BUSINESS

- A. SDAO Training
 - i. Jinnell, Greg Tippett and possibly Steve will attend.
- B. May 2019 Special Districts Elections
 - i. Paperwork included in Board packets for those who are up for election and wish to run.

XI. WRITTEN COMMUNICATIONS

None

XII. PROGRAM REPORTS

- A. Great turn out at last swim meet.

XIII. REMARKS FROM THE DIRECTOR

None

XIV. REMARKS FROM THE CHAIR

None

XV. ADJOURN

- A. The regular meeting of the Board of Directors was adjourned at 7:55 p.m.

Jinnell Lewis, Board Chair

Date

Greg Tippett, Vice Chair

Date