

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, October 9, 2007

Attendants:

BOARD- Jim Sell, President (J.S.)
 Brigitte Shearer, Vice President (B.S.)
 Hal Carroll (H.C.)
 Michelle McNeil (M.M.) (arrived at 6:10pm)
 Pam Merkadeau, by phone (P.M)
Staff- Margaret Glomstad (M.G.)
 Aimee Lemoine (A.L.)

CALL TO ORDER

The meeting was called to order at 6:11pm by Board President J.S.

REVIEW AND APPROVAL OF THE MINUTES

The minutes of the September 11, 2007 Regular Board Meeting were reviewed and approved as read.

INTRODUCTION OF GUESTS

None

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

- A. Programming- A new/used treadmill was purchased for the Fitness Center for \$325. The After School Program continues with strong numbers and high enrollment. Private swim lessons are up for the month. The Rec. Soccer league has begun and Rec. Supervisor Jeff Schwartz has been able to accommodate additional participants since the start of the league.
- B. Facilities/Grounds- The Use Permit for the facility has been stalled in the County and the District is waiting for a response about the necessity of repeating another traffic study. Three bids for painting the facility have been received to date. The facility will be painted at the completion of the pool locker room project.
- C. M.G. is attending the CAMS (California Aquatics Management School) Conference in Monterey this week. Child Care Director Aimee Lemoine, Recreation Supervisor Jeff Schwartz and Interim Aquatics Supervisor Amanda Stone will be attending the CPRS District IV one day conference in November. Child Care Director Aimee Lemoine will be taking four ASP staff to a California School Age Consortium one day conference in Gilroy in November.

COMMITTEE REPORTS

None

FINANCIAL REPORT

A. The Rec. is at 25% of the budget. The Board reviewed the financial report.

OLD BUSINESS

- A. M.G. updated the Board on the Retaining Wall Project. M.G., Board Member P.M. and architect Pat Keller met with the contractor about the necessary repairs to the retaining wall. The uncovering of the water shut off valve in the pathway has begun. The District is waiting to hear back from the contractor about the options to repair the retaining wall. The Board discussed the matter.
- B. M.G. updated the Board on the Pool Locker Room project. Change Order 2 consists of repair to the electrical line to the pool, adding circuits to the pool panel and covering of new plumbing. Architect Pat Keller has requested additional funds for his services in the amount of \$3,200. B.S. made a motion to allow the funds requested to be granted to Keller and Daseking Architects and the motion passed unanimously.

NEW BUSINESS

- A. The Board discussed the 2006-2007 Audit. M.G. informed the Board that the Auditor has requested additional fees exceeding the original budgeted amount due to new auditing guidelines. The Board discussed the matter. H.C. made a motion to permit General Manager M.G. authority to issue payment of up to \$1,000 exceeding the \$8,500 budgeted for the Audit and the motion passed unanimously.

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member B.S. made a motion to pay the bills and the motion passed unanimously.

ADJOURNEMNT

Board Member B.S. made a motion to adjourn the meeting and the motion was passed unanimously. The meeting was adjourned at 7:04p.m.

Respectfully submitted,

Aimee Lemoine
Board Secretary