**Minutes**

**Greater Toledo Pool Recreation District**

**Monday, July 17th, 2023, 6:00 pm**

**Toledo Library Meeting Room, 173 NW 7th Street, Toledo, Or. 97391**

Directors Present: Roy Kinion, Rachael Wallace, Kay Chambers, Rachael Wallace, and Amanda Hockema

Directors Absent: Peter Vince

Staff Present: Courtney Orn, District Director

Public Present: Pete Gintner, Phil Lamberson, and Greg Torlund

**1. Call to Order**

The meeting was called to order at 6:00 pm by Roy Kinion and a quorum was

established.

No agenda adjustments required.

**2. Consent Calendar**

Minutes: June 12th, 2023 and June 28th, 2023

Action: Consider motion to approve minutes

June 12th, 2023- R. Wallace moves to approve, A. Hockema 2nds, all approve

 June 28th, 2023- R. Wallace moves to approve, K. Chambers 2nds, all approve.

C. Orn reimbursement request for July training travel signed by K. Chambers and R. Kinion.

**3. Unfinished Business/Financial Information:**

a) **Audit update:** C.Orn will call Signe Grimstad and Associates on July 18th to set up an appointment to complete audit process.

 b) **Financial monthly statement/year end statement:** Board looks over xxxxxxxxxxxxxxxxxxxxxxxQuickbooks report provided. K. Chambers requests that all utility xxxxxxxxxxxxxxxxxxxxxxxexpenses be listed separately.

c) **Heater update**: The electric and gas portions of installment are complete. Jim Chambers of Friends of the Pool, was able to scrap the old heater for a $250.00 donation to the Friends of the Pool account held at the Toledo Community Foundation. The donator, Quinn Murk, requested that his donation be used to help support kids in swim lessons. RayPak representative will come on July 20th to turn on the heater. Gary Gripp will be our point of contact. The Board and director all get good vibes from him. Once the heat is on, the chemicals will be evened out and the staff will be certified.

d) **Opening day plans:** K. Chambers suggests a soft opening to get lap swimmers back in the water. Perhaps the following Saturday we can have an event to invite the public for free swimming. C. Orn will speak to Ryan Shimer about a possible sign up sheet on the website in order to stagger participants.

e) **Project Manager report:** K. Chambers reminds the Board of Friday, July 21st work session with Bill Peterson. We will start the session with a tour of the property at 5:30 pm. B. Peterson has not committed to being the project manager, but he will look over our project and see if he can recommend someone.

f) **Staffing report:** C. Orn reports that we have multiple interviews in the near future. Once everyone is hired, L. Marthaller will facilitate the Red Cross training and certification before the soft opening.

 **4. New Business:**

a) **Website:** C. Orn to call Myka (the website guy) to set up a meeting with R. Wallace in xxxxxxxxx order to learn how the website is facilitated.

b) **Newsletter:** C. Orn to arrange the newsletter by early September in order to honor xxxxxxxx taxpayers and inform the community.

c) **Swim lessons:** C. Orn to figure out how to make a sign up system on the website. C. xxxxxxxx Orn to also reach out to volunteers. C. Orn to reach out to the principles of all district xxxxxxxx schools to arrange Fall lessons.

d) **Swim team:** C. Orn will be meeting with Arena contract services about the contract ……………. our swim team currently has in place. C. Orn will generate an approximate amount ……………. that the members of the swim team have spent on admission to Newport Rec Center ……………. during closer for possible reimbursement.

 **5. Director’s Report:** C. Orn is currently working on updating the staff handbook and will meet with …………………………. a representative from SDAO to confirm compliance with all State and Federal ……………………….. . regulations. C.Orn will also send emails to the Board as important steps are …………………………. completed to reopen the pool.

 **6. Adjourn:** Meeting adjourned at 7:05 by R. Kinion.

  **7. Upcoming meetings**: August 7th, 2023 at 6:00 pm in the Toledo Library meeting room.

Submitted by: Courtney Orn, District Director