

Greater Toledo Pool Recreation District
Board of Directors
Meeting Minutes
December 17, 2019

Directors present: Melinda Baxter, Kay Chambers, Peter Vince, Roy Kinion

Directors absent: Rachael Wallace

Staff present: Paul Steenkolk

Visitors present:

1. **Call to Order:** The meeting was called to order at approximately 6:10 by Roy Kinion. A quorum was established.
2. **CONSENT CALENDAR:**
 - A. It was moved and seconded (MBaxter, PVince) that the Minutes of the December 17 meeting be approved. Motion passed unanimously.
3. **UNFINISHED BUSINESS/INFORMATION**
 - A. Financial Report A Profit & Loss Report was presented to the Board outlining pool revenue and pool expenses for the fiscal year. A Balance Sheet was also presented showing checking account and LGIP balances. The Budget Report was also reviewed. Total pool expenditure is 10% under budget for the year. A budget breakdown of total expenditures between Personnel Services and Material Services will be presented at the next meeting.
 - B. IGA/Lease A new IGA and lease agreement from the City of Toledo was reviewed. The agreement is offering nine ten-year terms. Paul to meet with city attorney to discuss the language of the agreement.
 - C. Sick Leave The current sick leave policy was review by Board. It was agreed that some clarification to the policy would be beneficial. Paul is to redraft the policy to be agreed upon by the Board.
 - D. Accountant Review Report The review report that was conducted by Grimstad and Assoc. was presented and reviewed by the Board and signed by pro tem treasurer Peter Vince. Signe will file report with the state this week. The topic of appointing a treasure was tabled until next meeting.
4. **REPORTS AND COMMENTS**

District Manager

 - A. The new capital campaign brochure was reviewed. It was agreed that additional improvements need to be done to the brochure. It was suggested that additional design consulting may need to be sought out.
 - B. Greater Toledo Pool family pass policy was discussed. New policy will be created for the inclusion of family household members.
5. **Visitors Comments** – None
6. **Board Comments** – It was suggested to have the new hires attend the next board meeting. Planning calendar will be brought to the next meeting for goal setting. New doors are to be looked at for the HVAC room and the east side of the building.
7. **Adjourn:** The meeting was adjourned at 7:35 by Roy Kinion.

Respectfully submitted,

Paul Steenkolk, District Manager