

Greater Toledo Pool Recreation District
Board of Directors
Meeting Minutes
June 1, 2020

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

Directors absent:

Staff present: Paul Steenkolk

Visitors present: Melany Burchett, Audrey Shurts

1. **Call to Order:** The meeting was called to order at approximately 6:00 by Roy Kinion. A quorum was established.
2. **CONSENT CALENDAR:**
 - A. It was moved and seconded (MBaxter, RWallace) that the Minutes from of the May 5th meeting be approved. Motion passed unanimously.
3. **BUDGET HEARING:**
 - A. It was moved and seconded (PVince, KChambers) that the resolution 2020-2 be passed adopting the budget for fiscal year 2020-2021, with changing the date under "Resolution Making Appropriations" from 2019 to 2020. Motion passed unanimously.
4. **CONSENT CALENDAR:**
 - A. It was moved and seconded (MBaxter, RWallace) that the Minutes of the May 18th meeting be approved. Motion passed unanimously.

UNFINISHED BUSINESS/INFORMATION

- A. Financial Report LGIP account was reviewed. \$15,000 was transferred from the LGIP to the pool's bank account to cover payroll. May interest in the LGIP earned the pool \$1055.00 while the interest rate dropped to 1.49%. The budgets for Material Services and Personnel Services are well under budget due to the shutdown of the pool.
- B. Coronavirus The meetings that Melany and I have attended have pointed out the PPE needed to open. A plexiglass shield was installed since the last meeting over the cash register. Another plexiglass shield will be added to the other counter. Hand sanitizer, face shields, gloves, N95 masks, cloth masks and gowns. Reusable cleaning gowns are being looked at.

5. REPORTS AND COMMENTS

District Manager

- A. Care Act – The paperwork has been completed and submitted for reimbursement for the pool's Covid-19 expenses.
- B. HVAC – The pools HVAC system was serviced last week. Air flow specialists will be coming down from Portland next week to determine the amount of air flow the pool is currently circulating. Hopefully it meets or exceeds the OHA and CDC recommendations.

C. Locks and new siding for the HVAC system enclosure and the rear part of the pool should be completed next week.

6. **Visitors Comments** – Audrey expressed concerns regarding the possibility of disgruntled patrons not being allowed into the pool because of restricted access. It was discussed that there will be a supervisor on site during business hours and this problem should be resolved with a swimming reservation system that will be in place.

6. **Board Comments** – None

7. **Adjourn:** The Board recessed into Executive Session at 6:53 p.m.

8. **Recess into Executive Session**

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

Directors absent: Rachael Wallace

Staff present: Paul Steenkolk

Visitors present: None

Roy Kinion called the Executive Session to order at 7:05 p.m. under the provisions of ORS 192.660 (2)(b).

No decisions were made in Executive Session.

The Executive Session adjourned at 7:15 p.m.

9. **Call to Order:** The meeting was called to order at approximately 6:00 by Roy Kinion. A quorum was established.

10. **UNFINISHED BUSINESS/INFORMATION**

A. Layoff Letter – A layoff letter was drafted and approved by the Board. This letter will be delivered to all lifeguarding staff stating that effective July 1, 2020 all lifeguarding staff will be laid off until the pool reopens. The letter will be mailed out 6/2/20.

11. **Adjourn:** Meeting adjourned at 7:18.

Respectfully submitted,
Paul Steenkolk, District Manager