

# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

September 25, 2012

3:00 p.m.

### COMMISSIONERS

**MICHAEL CHAPMAN, BRAD COLLINS, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST**

#### **CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

CGH called the meeting to order at 3:02 p.m., also present were CBC, CMC, and CMD. CPD is excused.

#### **REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**ACTION TAKEN:** CBCm to approve the agenda as presented, CMCs, mc

#### **PUBLIC COMMENT – Agenda Items Only**

There was no public comment.

#### **ACTION ITEMS**

- 1a Minutes of August 28, 2012  
**ACTION TAKEN:** CBCm to approve, CMCs, mc
- 1b Ratification of the August 28, 2012 bill payment in the amount of \$166,344.17  
**ACTION TAKEN:** CMCm to ratify the bill payment dated August 28, 2012 in the amount of \$166,344.17, CBCs, mc
- 1c Ratification of the September 11, 2012 bill payment in the amount of \$80,305.82  
**ACTION TAKEN:** CMCm to ratify the bill payment dated September 11, 2012 in the amount of \$80,305.82, CBCs, mc

#### **ITEMS FOR DISCUSSION**

- 2a Executive Director Report  
Steve Burke shared he is ramping up for the grand opening and 50<sup>th</sup> anniversary celebration. The event will be held on Sunday, September 30 beginning at 1:30. There is a small amount of painting and cabinetry that will be completed prior to the event.  
  
There was a contamination shut-down at the pool on September 24. This is the second closure in the month of September. A notification email was sent to the pool distribution list of about 830 people. If anyone is interested in receiving the notification you can go to the pool web-site and sign-up to receive the monthly newsletter. There have been some radio advertisements about the upcoming celebration.  
  
Steve reintroduced Leah Gould, she has returned to employment at the pool and staff and patrons are happy to have her back.
- 2b Financial Report  
Charlie McClain explained the budget and finance report in detail and answered questions from the board.
- 2c Staff Report  
October 12 will be the first day camp at the school since the shut-down. The cost is \$15 per day with a maximum of 75 children.  
  
Punkin Patch in the pool will be held on Sunday, October 21. Leah has acquired 75 pumpkins and hopes to have 150 pumpkins for the event. The pumpkins are cleaned and put in the pool for children to pick their pumpkins on a first come first served basis.

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The auto-bill feature that allows payments for monthly membership billing has been fixed. Seth is receiving daily reports that shows what all has been run through.

They are looking at starting a master's program at the pool and have sent out information to see the interest in the community.

2d Advisory Committee Report

Greg Shield shared the committee has been doing some research on the salt filtration system that is being proposed for the pool. The advisory committee is really looking forward to the 50<sup>th</sup> anniversary and grand-opening celebration.

**PUBLIC COMMENT**

Sheila Roark-Miller, 125 Edmonson Drive, Sequim WA 98382, asked when the shelves are going to be reinstalled in the women's locker room. Steve Burke expressed the shelves have been ordered and if not here by Friday he will put a temporary shelf up.

She also asked about a notification process for shut-downs/maintenance shut-down. Steve expressed there is a notification process that is accessed from the pool web-site. Steve will put up some notifications put up at the pool to notify patrons the information is there.

She also asked about a notification for when her yearly pass is up. Seth expressed that all notifications are done by email. He will get her information when she comes into the office next and put her into the system. She suggested that if the notifications were posted in the locker room it may be seen more often.

**NEXT MEETING DATE**

The next meeting will be held on October 23, 2012 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**

CBCm to adjourn the meeting at 3:36, CMCs, mc

PASSED AND ADOPTED this twenty-eighth day of August, 2012

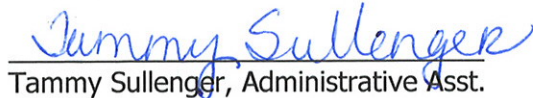
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Gary Holmquist, President

Patrick Downie, Vice President

ATTEST:



Tammy Sullenger, Administrative Asst.

**KEY TO ABBREVIATIONS:**

CBC	Commissioner Brad Collins	m	moved
CDD	Commissioner Patrick Downie	mc	motion carried
CGH	Commissioner Gary Holmquist	s	seconded
CMC	Commissioner Mike Chapman		
CMD	Commissioner Mike Doherty (Howard V. Doherty, Jr.)		
WSMPD	William Shore Memorial Pool District		