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# MINUTES

## WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

January 24, 2012

3:00 p.m.

### COMMISSIONERS

MICHAEL CHAPMAN, PATRICK DOWNIE, MIKE DOHERTY, GARY HOLMQUIST, CHERIE KIDD

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

CGH called the meeting to order at 3:03 p.m. Also present were CMC, CPD. CMD joined the meeting at 3:20 p.m. and CCK joined the meeting at 4:30 p.m.

#### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** CMCm to approve the amended agenda, CPDs, mc

#### PUBLIC COMMENT – Agenda Items Only

There was no public comment.

#### ACTION ITEMS

- 1 Election of Officers for 2012  
**ACTION TAKEN:** CMCm to nominate CGH as president and CPD as vice-president for 2012, CPDs, mc
- 2 Minutes of October 25, 2011  
**ACTION TAKEN:** CMCm to approve, CGHS, mc
- 3 Minutes of November 22, 2012  
**ACTION TAKEN:** CMCm to approve, CGHs, mc
- 4 Ratification of the November 22, 2011 bill payment in the amount of \$44,884.15  
**ACTION TAKEN:** CMCm to ratify the bill payment dated November 22, 2012 in the amount of \$44,884.15, CGHs, mc
- 5 Ratification of the December 14, 2011 bill payment in the amount of \$32,282.23  
**ACTION TAKEN:** CMCm to ratify the bill payment dated December 14, 2012 in the amount of \$32,282.23, CGHs, mc
- 6 Ratification of the December 28, 2011 bill payment in the amount \$26,116.84  
**ACTION TAKEN:** CMCm to ratify the bill payment dated December 28, 2012 in the amount of \$26,116.84, CGHs, mc
7. Ratification of January 10, 2012 bill payment in the amount of \$38,226.14  
**ACTION TAKEN:** CMCm to ratify the bill payment dated January 10, 2012 in the amount of \$38,226.14, CGHs, mc

#### ITEMS FOR DISCUSSION

8. Executive Director Report  
-Energy Improvement Plan Implementation Strategy  
Steve talked about the Energy Improvement Plan and showed a PowerPoint presentation.

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He explained specific problems with the pool and showed recommendations for improvements from Quantum. He talked about the costs of the improvements and gave a summary of \$803,071 with \$172,930 in rebates for a grand total of \$630,144 and an annual energy savings of \$53,538.

**-Results of the Washington State Audit**

The WA State Audit exit interview was conducted the end of January. There were no findings at the audit and they shared they were happy with how the district was running. The state auditor staff was very helpful establishing what things need to be worked on prior to the next audit. Clallam County employee, Jen Santos was very helpful in getting the documents and reports that were needed throughout the audit.

The board members had many questions that Steve Burke answered. Charlie McClain also explained that there is some flexibility with the payments that are owed to Clallam County. There was no objection with the board for Steve to move forward with the projects that are a part of his capitol project plan within the constraints of the 2012 budget.

**9. Budget and Finance Report**

Charlie McClain explained the budget and finance report in detail and answered questions from the board.

**10. Staff Report**

Leah Gould shared the following:

-In February the lifeguarding skills are changing and the staff will need to be re-trained. The certification on the new skills lasts for three years.

Erika Salgado shared the following:

-In December, 2011 there were 88 children signed up for lessons and in January that number was 119. She shared there were 150 children enrolled in lessons at this time last year.

-She has been handing out flyers at the local elementary schools as well as several businesses'.

-She believes the mentorship program that was explained in November, 2011 will help the numbers come up. The mentors will shadow the instructor for up to three months before being able to teach a swim lesson class on their own. They have had one employee go through the program and another that will be done at the end of January.

Steve Burke talked about a one-day camp for kids that was held on Martin Luther King Day. They had many activities to keep the children busy and plan on having more camps throughout the school-year when school is out.

**11. Advisory Committee Report**

Greg Shield said the advisory committee had talked with Steve about the audit and were happy with the outcome. There was a lap swimmer survey that was done to ask the swimmers about the changes that have been made at the pool that the advisory

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committee will be discussing. Greg also congratulated Cherie Kidd for being nominated as the new Mayor of Port Angeles.

CMC thanked CCK for the job that was done last year as the president of the WSMPD. Cherie has been nominated as the Mayor of Port Angeles and her priorities will be changing and she will no longer be sitting as a commissioner on the WSMPD. CCK expressed that she too is supportive of everything the district has done. CPD expressed that it has been a bit of disappointment that press has not been present with the meetings.

**PUBLIC COMMENT**

There was no public comment.

**FUTURE AGENDA ITEMS**

**NEXT MEETING DATE**

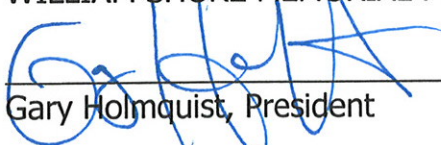
The next meeting will be held on February 28, 2012 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

**ADJOURNMENT**


CMCm to adjourn at 4:30, CPDs, mc

PASSED AND ADOPTED this 28th<sup>nd</sup> Day of February, 2012

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS

  
\_\_\_\_\_  
Gary Holmquist, President

ATTEST:

  
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Tammy Sullenger, Administrative Asst.

**KEY TO ABBREVIATIONS:**

CCK	Commissioner Cherie Kidd	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		