

MINUTES

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

August 23, 2011

3:00 p.m.

9/27/11

COMMISSIONERS

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

CGH called the meeting to order at 3:04 p.m. CMC, CPD and CMD were present. CCK is excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CMDm to approve the agenda as presented, CPDs, mc

PUBLIC COMMENT – Agenda Items Only

There was no public comment.

ACTION ITEMS

- 1 Minutes of July 26, 2011
ACTION TAKEN: CPDm to approve the July 26, 2011 minutes as presented, CMCs, mc.
- 2 Ratification of the July 27, 2011 bill payment in the amount of \$26,092.61
- 3 **ACTION TAKEN:** CMCm to ratify the bill payment dated July 27, 2011 in the amount of \$26,092.61, CMDs, mc
- 4 Ratification of the August 10, 2011 bill payment in the amount of \$30,465.29
ACTION TAKEN: CGHm to ratify the bill payment dated August 10, 2011 in the amount of \$30,465.29, CPDs, mc
- 5 Resolution establishing a Community Fund for donations
Steve Burke explained this fund would allow citizens to donate assets/monies to the WSMPD. CPD asked if this had been prompted because there was interest in donating to the pool. Steve explained there has been a family that has expressed interest but nothing has come forward to date. Charlie shared he feels this is a marketing advantage as there is a mechanism to accept donation at this time but establishing the fund will allow Steve to monitor the funds more closely.
ACTION TAKEN: CPDm to approve the resolution establishing a Community Fund for donations to the WSMPD, CMDs, mc
- 6 Request to apply for a grant from the Ben and Myrtle Walking Trust to buy and install a rock climbing wall for the pool
Steve talked about the proposal and shared some pictures of existing rock walls that are currently used at other aquatic facilities as well as a mock-up of the proposed wall for the pool.
ACTION TAKEN: CPDm to approve the request to apply for a grant from the Ben and Myrtle Walking Trust to buy and install a rock climbing wall for the pool, CMCs, mc

ITEMS FOR DISCUSSION

- 7 Executive Director Report
 - The PASD special education group has been cut because of the budget. Steve would like to look at grants to assist with programming expenses as well.
 - The energy audit is underway and the equipment to monitor usage has been removed and the results will be reviewed and brought back to the board in September.

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- Steve shared a logo the staff would like to start using to celebrate the 50th anniversary of the pool. The anniversary began in May, 2011 and would carry through until May of 2012. The logo will be used on Literature, the web-site and part of a mural that will be going up on the building facing Fifth Street.
- The state audit will be conducted this year; cost of the audit has been budgeted and should take no more than two days.
- Steve will be looking at private foundation grants that may be available to the pool. Currently there are no governmental grants available.
- A new Assistant Supervisor has been hired; his name is Seth and he holds a Bachelors Degree in Recreation.
- The sidewalk/driveway issue is being resolved and should be fixed by next week. They are waiting for the right of way permit to be approved and the work will be done. The City of Port Angeles has agreed to pay for half of the costs involved in getting it fixed.
- The pool is applying to host the WIAA District 3, 2A District Finals. This is a 2-3 day event for girls and boys. This would bring revenue into Port Angeles with the participants and their families using the amenities offered here.

8 Budget and Finance Report
Charlie explained the budget and financial report in detail.

9 Staff Report
Erika Salgado shared the following:

- The girls swimming/dive team from PAHS has begun practices for 2011.
- September will offer 41 classes as there is less room to use in the pool but the classes will be larger (from 6 to 8 and 10 in the more advanced classes).
- An in-service training was held to assist the instructors how to teach a large group of children in swimming lessons.
- Since the pool going to the American Red Cross they have added 6 more levels to the lesson classes.
- They will be offering a diving class on Sunday's.

Leah Gould shared the following:

- There are seven new staff people that have been hired in the last month.
- The Zumba water class will begin September 2 on Tuesday and Thursday mornings from 6:30 – 7:15 a.m. and Monday and Wednesday's from 7:00 – 8:00 p.m.
- Leah is now WSIT (Water Safety Instructor Trainer) certified.
- The pool is hosting the Senior Games this year and has volunteers to run the meet. They will be using the starting blocks and touch pad timers for the event.
- Jenna Bruce is currently going back to school to get certified in coaching and diving. This will really help the pool with the programs and requirements they need to meet annually.
- The WSMP was accepted to the ADA Foundation and will be hosting an exercise certification course on December 3&4. This will allow the pool to host the course yearly and bring outside people to utilize the facility to get certified. Because the pool was chosen all of the instructors will have the opportunity to get certified at a highly reduced rate.
- The American Red Cross is putting a hold on the increase in their fees and has sent out an apology letter to all of the instructors.

Jenna Bruce shared the following:

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- She has begun researching information for the Pool Partnership Program. Some businesses have been approached and she expects to have additional information at the next meeting. They have discussed the following ideas:
 - Providing towels at the pool for guests of the hotels
 - Providing a discount for the hotels paying for 6 or more months at a time
 - Possibility of families of staff members of the hotels being included on the cost.
 - Presenting the idea to the Olympic Discovery Marathon Committee. Their participants have to check out of their hotels prior to running the marathon. This would provide a set fee to have the marathoners show the marathon number and shower at the pool after the event.

10 Advisory Committee Report

Greg Shield is looking to compile a list of people who were taught to swim by William Shore for the 50th anniversary.

PUBLIC COMMENT

There was no public comment.

FUTURE AGENDA ITEMS

NEXT MEETING DATE

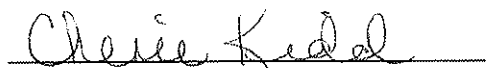
The next meeting will be held on September 27, 2011 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

CPDm to adjourn the meeting at 4:08 p.m., CGHs, mc

PASSED AND ADOPTED this 27thnd Day of September, 2011

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS



Cherie Kidd, President

ATTEST:



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 | | |