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**REDMOND AREA PARK AND RECREATION DISTRICT
BOARD OF DIRECTORS
Minutes of General Meeting**

A general meeting of the Board of Directors of the Redmond Area Park and Recreation District convened via video conference in Redmond, Oregon, May 11, 2021 at 7:30am.

Attendance:

Directors Present: Hayes McCoy
Matt Gilman
Zack Harmon
JoAnne Fletcher
Ed Danielson

Directors Absent:

Staff: Katie Hammer, Executive Director
Jessica Rowan, Aquatic Director
Mike Elam, Recreation Manager
Vicki Osbon, Administrative Services Manager

Media: None

Public: Jon Bullock, Redmond City Council
Mercedes Cook-Bostick
Kevin Scoggin
Lena Berry

GENERAL MEETING:

- 1. Call to Order:** Hayes McCoy called the meeting to order at 7:30am.
- 2. Communications:** None

3. Consent Agenda:

Approval of the General Board Meeting Minutes from April 13, 2021; Acknowledgment of Receipt of April 2021 Financial Summary:

Ed Danielson made a motion to approve the consent agenda. JoAnne Fletcher seconded the motion. Motion passed unanimously.

4. Action Agenda Items:

Award contract for Recreation Management Software:

Katie Hammer explained said that five proposals were solicited from companies and we did demos with 3 of those companies which were Perfect Mind, Civic Rec and My Rec. Matt Gilman asked for more time to research the software. Katie said she would like to go live on November 30 when our winter programming goes live so postponing will not impact that timing. Discussion followed regarding mobile compatibility, multiple pricing options for customer, length of contract and cost. This topic was tabled until the June meeting.

Approval of HVAC repairs at the Cascade Swim Center:

Jessica Rowan and Katie Hammer explained one of the ducts underneath the pool deck is collapsed so the building is not being ventilated as it should be. District staff received one bid for this project. This project is classified as an emergency and the district can move forward with it with only one bid. Staff estimates that the new system will be installed the third week of June to coincide with high school swimming ending and before the start of the summer season at the pool. Ed Danielson at made a motion to approve HVAC repairs. Joanne Fletcher seconded the motion. Motion passed unanimously.

5. Discussion Items:

Board Member Duties and Responsibilities Policy & Board Member Orientation:

Katie Hammer mentioned that she adjusted the orientation document to add the Pleasant Ridge Community Hall. The board acknowledged that they reviewed it but didn't have any other changes that would require approval.

Executive Director Review-Hayes McCoy talked about the need complete this before June. Katie said she would send accomplishment items to the board from November to June. Matt Gillman suggested putting it out another month so that the new board members would have a chance to weigh in. Katie responded that her contract states her review is in June. Matt Gilman asked why it was done in November last year. Katie responded that it was completed late last year. The board discussed adjusting the executive director's job performance review to November or December because it could be a better time of year. Katie said her employment agreement is set to renew expires in May 2022 and the job performance review date can be adjusted in the agreement. There was consensus on the board to postpone the review until November/December 2021.

6. Public Comments: None

7. Board Staff Comments:

Mike Elam, Recreation Manager, said that we just had our last spring soccer game and adult softball will start in two weeks. We have 14 teams this year. He said there are five tournaments booked for this summer. He said that he and Julane Price, Fitness Coordinator, are looking at what fitness classes will run for the summer. He said that Peter LeMay, has come on board as the Sports Coordinator and Mike is looking forward to working with him and see what new programming he will bring to the table for the district.

Jessica Rowan, Aquatic Director, said we have had an intense turn around on programming and we are going to operate the high school swim season beginning this week. She said that we also have the Bend Waves water polo program that serves Central Oregon using our facility for practices. She has been in on discussions for a splash ball program, which is water polo for younger kids that could be a feeder program for the Waves program. She added that she is working on the HVAC problem to have it fixed before the summer programs. She added that it's good to see programs coming back and has been receiving requests for the Bring Your Own Boat program, It is a kayaking program that allows people to come in and practice in their kayaks in the pool.

Katie Hammer, Executive Director, said she is excited about the partnership they are developing with REACH and the opportunity to serve more kids in that capacity. She said there is potential for an afterschool program as well.

Matt Gilman said that Friends of Redmond Recreation met on the 35th street property. He is also excited about the prospect of the pickleball tournament that Katie is solidifying.

Zack Harmon encouraged people to get out and vote. He mentioned that he appreciates Katie Hammer keeping them informed about situations going on and is hopeful there will be more activities this summer. He added that it is good that we will have a 4th of July event even if it is smaller. He also said he is sad to see the couple of board members terms end.

Ed Danielson mentioned that the old Sear's building downtown is up for lease and wondered if there could be a potential building space that would be useable space for the district. Ed also recommended that we look into TV advertising for the district.

8. Adjournment:

Hayes McCoy adjourned the meeting at 8:20am

Board Chair, Hayes McCoy

Recording Secretary, Vicki Osbon