

**MINUTES**  
**REGULAR BOARD MEETING**  
**WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)**  
**245 East 6<sup>th</sup> South, Mountain Home, ID 83647**  
**August 22, 2018 at 6:00PM**

**I. CALL MEETING TO ORDER/ ESTABLISH QUORUM**

Director Dan Gillies called the meeting to order at 6:03PM, and a quorum was established with all Directors present.

The following individuals were also present:

Treasurer, Judy Erwin

Administrator, Michelle Heins

Guests - Betty Ashcraft, Michele Dawson, Vivian Meyer, Daniel Katsules

**II. APPROVAL OF MINUTES**

Director Lee Pierce made a motion to approve the August 1 and 16, 2018 Special Board Meeting Minutes and the July 25, 2018 Regular Board Meeting Minutes. Director Doug Meyer seconded the motion and all Directors voted in favor of the motion.

**III. ADOPTION OF WECRD FY 2018-2019 Budget and Necessary Resolutions**

Director Lee Pierce made the following motion: I move that the Board approve the WECRD revenue generation method for FY 2018-2019 in the form of a levy based on property value at a rate not to exceed .0006 as allowed by the Idaho Code 31-4318 and requests Elmore County, Idaho to honor the Circuit Breaker Exemption for all Qualifying WECRD households, for the FY 2018-2019 in accordance with Idaho Code §63-701. Director Doug Meyer seconded the motion. All Directors voted in favor of the motion.

Director Dan Gillies made the following motion: I move that the WECRD, having met the notice and hearing requirements in §63-802, Idaho Code, includes \$48,000 of its \$107,714 foregone amount in its budget for FY 2018-2019, to be certified in September 2018, for the purpose of land preparation. Director Lee Pierce seconded the motion. All Directors voted in favor of the motion.

Director Doug Meyer made the following motion: I move that the WECRD Board approve the Fiscal Year 2018-2019 Budget as published in the amount of \$4,068,896. Director Lee Pierce seconded the motion. All Directors voted in favor of the motion.

**IV. TREASURER**

Director Lee Pierce had a question as to why the financial report reflects tax revenue from July and August. Treasurer Judy Erwin stated we received the July check after the last board meeting so it wasn't deposited until after the July report was made and thus is reported on the August financial report. Director Lee Pierce made a motion to accept the financial report dated August 16, 2018. Director Doug Meyer seconded the motion. All Directors voted in favor of the motion.

Treasurer, Judy Erwin would like to amend the dollar amount for the bills to be approved. WECRD received two bills today, August 22, which increases the amount to be approved to \$5,754.02. Director Doug Meyer made a motion to approve the bills in the amount of \$5,754.02. Director Lee Pierce seconded the motion. All Directors voted in favor of the motion.

Judy explained that WECRD never received a bank statement from First Interstate Bank. She went to the bank to pick up a statement and she noticed a \$10.00 service charge on the statement. When she asked about it, they told her the account was made inactive because there was no activity in over a year. The fee was to reinstate the account to active status. Judy made a suggestion to the board that we move money from First Interstate Bank into a money market account at Mountain America Credit Union. Director Lee Pierce made a motion to withdraw \$248,000 from First Interstate Bank and deposit it into a CD at Mountain America Credit Union for the term of 12 months. Director Doug Meyer seconded the motion. All Directors voted in favor of the motion.

Dan Gillies suggested we make a transaction of sorts every 6 months so we don't run into this problem again. Judy Erwin will monitor all accounts and notify the board when an account hasn't had activity in it for a while.

Director Lee Pierce asked about the CapEd Credit Union savings account only having \$15.76 and wondered if that meets the minimum dollar amount. Judy believed it did but will ask next time she visits the credit union.

## **V. ADMINISTRATOR**

Discussion was held about marketing materials. Michelle will work on a tri-fold brochure and get a quote from UPS. Included on the tri-fold will be information about WECRD such as history and the mission, as well as floor plans and conceptual designs of the pool. Michelle asked the board which logo to use moving forward. Director Doug Meyer made a motion to use the old logo as our current logo. Director Lee Pierce seconded the motion. Doug Meyer and Lee Pierce voted in favor of the motion, Dan Gillies voted nay. The motion passed. It was discussed and agreed upon that the slogan "get rec'd" not be used on any marketing material from now on.

## **VI. ARCHITECT/CONSTRUCTION/ENGINEER**

After the meeting last week, the board and staff had additional questions and comments about the conceptual plans LCA Architect provided. The responses from our questions were answered last week by Nate Turner at LCA, and Lee Pierce presented the questions and answers to the audience. This design is not set in stone and once we hire an architect they can finalize any details we may have.

## **VII. NEW BUSINESS**

Since Phil Miller is no longer going to be practicing law in the private sector, WECRD needs to hire a new attorney. Dan Gillies suggested we talk to Larry Ashcraft about moving forward as our attorney. The other Directors agreed. Dan will meet with Larry and talk about fees.

Betty Ashcraft presented information about the Recreation Foundation of Elmore County, Inc to the board. She said there is about \$6,000 in the checking account at First Interstate Bank. The Foundation has a pledge form from the previous Capital Campaign and besides a few updates, the wording of the form is still good and would be a document to have ready for donations. Betty is the current president of the Foundation, and she is willing to research grants and find ways to get money back in the Foundation to be used for the WECRD pool facility. She mentioned she still has tapestries in her possession and they are for sale for \$60.00. She mentioned setting up a GoFundMe page and linking it to our website and Facebook page. She would like to work closely with WECRD moving forward and that was reciprocated.

Lee Pierce asked, "How does the money get from the Foundation to WECRD?" Basically WECRD needs to fill out a 'reimbursement form' or a 'request for funds' form and submit it to the Foundation.

WECRD along with the Foundation would like to set up a committee to kick off the Capital Campaign.

**VIII. OLD BUSINESS**

Director Doug Meyer made a motion to approve to use of the updated ‘Board Meeting Agenda Preparation Policy.’ Director Lee Pierce seconded the motion. All Directors voted in favor of the motion.

**IX. EXECUTIVE SESSION** - In accordance with Idaho Code §74-206(1)(a) to consider personnel matters.

AND THE VOTE TO DO SO BY ROLL CALL:

	YES	NO	ABSTAIN
Dan Gillies , President	<u>  X  </u>	<u>      </u>	<u>      </u>
Lee Pierce, Vice-President	<u>  X  </u>	<u>      </u>	<u>      </u>
Doug Meyer, Director	<u>  X  </u>	<u>      </u>	<u>      </u>

Executive Session convened at 7:15pm and the meeting reconvened at 7:32pm.

Director Lee Pierce made a motion to increase the District Administrator wage to \$17.00/hr. Director Doug Meyer seconded the motion. All Directors voted in favor of the motion.

**X. GENERAL DISCUSSION**

Dan Gillies would like to start brainstorming a list of benefits that the pool will have on the community. This information can be posted on our website and handouts for Air Force Appreciation Day.

Lee Pierce wanted to talk more about the Foundation and asked if there were any concerns moving forward. He would like to see a WECRD representative at the Foundation meetings, and make our building available for such meetings. Lee would like to see more involvement from WECRD, and the others agreed. There needs to be some research done on the legality of donations given to the WECRD instead of the Foundation.

**XI. PUBLIC COMMENT**

No public comment at this time.

**XII. ADJOURN**

Director Doug Meyer made a motion to adjourn the meeting at 8:03PM. Director Lee Pierce seconded the motion, and all Directors voted in favor of the motion. The meeting adjourned at 8:03PM.

Submitted by:

\_\_\_\_\_  
Michelle Heins, Administrator

\_\_\_\_\_  
Date

APPROVED:                      as written              as amended

\_\_\_\_\_  
Dan Gillies, President

\_\_\_\_\_  
Date