

MINUTES
SPECIAL BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
August 29, 2018 at 6:00PM

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

Director Dan Gillies called the meeting to order at 6:00PM, and a quorum was established with all Directors present.

The following individuals were also present:

Administrator, Michelle Heins

Guests: Daniel Katsules and Vivian Meyer

II. CONSTRUCTION/ENGINEER

WECRD received two proposals for Architectural and Engineering Services. The two firms were LCA Architects and VCBO Architecture. The board glanced at the proposals and quickly realized they needed to spend more time reviewing them. The board decided to take them home individually to review and score. They will use a combination of the matrix WECRD used before as well as a new scoring matrix from the International Union of Architects. The board members will review and score each proposal, and then Michelle will combine the scores and they will review the results at next week's meeting.

Dan Gillies made a motion to table the selection for interview until each board member has a chance to look at each of the architecture firms proposals and score them based on the matrix provided. Doug Meyer seconded the motion. All directors voted in favor of the motion.

III. RECREATION FOUNDATION OF ELMORE COUNTY, INC

Betty Ashcraft, President of the Recreation Foundation of Elmore County, Inc, emailed WECRD a copy of the updated pledge form they will use. The board reviewed the form and said it looked good but suggested that they include a form of automatic payment or direct billing line for people to choose from. Michelle will discuss this with Betty and see if that can be implemented.

Doug suggests a board member and/or staff member be involved with the Foundation so we can keep the lines of communication open. Michelle will set up a meeting with Betty to get details on their meeting schedule and information on their committees.

IV. AIR FORCE APPRECIATION DAY

Michelle presented a draft of the tri-fold brochure and asked for input. The board had a few suggestions before it went to print. The board would like to keep the printing local such as Mountain Home Printing. Michelle will contact them once it is ready for print and hope they have enough time to get them done. The board would like the district maps on display at the booth along with the conceptual pool plans. Giveaways will be available since we have car decals and bookmarks.

Judy mentioned last week that the WECRD logo has people/community in the center but there is another version that doesn't have that. The board agreed the logo without the people/community looked less cluttered. The board would like to find out who designed the logo years ago and see if they would be willing to make a few changes to it or else we may have to edit the logo in house.

WECRD should be receiving the packet from the Chamber of Commerce regarding our booth spot next week. It was suggested that we set up what we can on Friday night and the remainder on Saturday morning.

V. NEW BUSINESS

PRIMA training will be held October 31, 2018 from 8:30am-4:00pm at the Riverside Hotel in Boise, ID. The topic is 'The Role of the Risk Manager and Personnel Management.' Dan Gillies suggested that all of the board go as well as Judy. Michelle opted not to go. Doug Meyer made a motion to register all the directors and Judy for PRIMA training on October 31st in Boise, at the Riverside Hotel. Dan Gillies seconded the motion. All directors voted in favor of the motion.

After Judy withdrew money to transfer into the Mountain America Credit Union certificate of deposit, there is \$68,251.58 remaining in that First Interstate account. The bank told Judy that they have a Certificate of Deposit available at a 2% rate and asked if we would like to move those funds into that type of account. The board discussed our accounts to see when other CD's were coming due. Dan Gillies made a motion to put the remainder amount into a First Interstate Bank Certificate of Deposit at 2%. Doug Meyer seconded the motion. All Directors voted in favor of the motion.

ICRMP sent us our insurance policy and there is a Terrorism Risk Insurance policy that can be added to the policy at an additional \$5,000 fee. Lee Peirce made a motion that we reject the additional terrorism risk insurance, and we authorize the president to sign the rejection. Doug Meyer seconded the motion. All Directors voted in favor of the motion.

VI. GENERAL DISCUSSION

Dan Gillies received a call from Larry Ashcraft, and he is willing to be our lawyer. Phil Miller brought Larry up to speed on what is going on with WECRD. Lee Pierce would like to meet Larry and will ask him to generate a fee schedule/agreement.

Lee Pierce made a motion to cancel the October 31, 2018 meeting due to PRIMA training being that day as well as it falls on Halloween. Doug Meyer seconded the motion. All Directors voted in favor of the motion.

VII. PUBLIC COMMENT

Vivian asked if there was a way to brighten the colors of the arches on the tri-fold. Michelle will check.

VIII. ADJOURN

Director Doug Meyer made a motion to adjourn the meeting at 7:20PM. Director Lee Pierce seconded the motion, and all Directors voted in favor of the motion. The meeting adjourned at 7:20PM.

Submitted by:

Michelle Heins, Administrator

Date

APPROVED: as written as amended

Dan Gillies, President

Date