

MINUTES
SPECIAL BOARD MEETING
WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)
245 East 6th South, Mountain Home, ID 83647
September 5, 2018 at 6:00PM

I. CALL MEETING TO ORDER/ ESTABLISH QUORUM

Director Dan Gillies called the meeting to order at 6:02PM, and a quorum was established with all Directors present. Director Lee Pierce via phone.

The following individuals were also present:

Administrator, Michelle Heins

Guests: Stephanie Root, Vivian Meyer, Michele Dawson, Betty Ashcraft

II. CONSTRUCTION/ENGINEER

WECRD received two proposals for Architecture/Engineering Services, one from LCA Architect and the other from VCBO Architecture. All directors had a chance to look at the proposals in depth and use the matrix and score sheet to rank them. The scores proved that both firms are well qualified to do this project. Overall, LCA Architect ranked higher than VCBO Architecture. The Board also agreed that the only major downfall of VCBO Architecture was that they are out of state. They agreed they would like to keep this project local. Director Lee Pierce made a motion to proceed with LCA Architect as our design consultant and move forward with the next step in the plans. Director Doug Meyer seconded the motion. All Directors voted in favor of the motion.

III. RECREATION FOUNDATION OF ELMORE COUNTY, INC

Betty Ashcraft and Michelle have been in conversation regarding the Recreation Foundation of Elmore County (RFEC). Michelle added a page to the WECRD website strictly for RFEC information. Betty Ashcraft and Michele Dawson are working on completing the Capital Campaign Pledge Form and will look into adding a part for CC information or direct billing. Betty is also working on getting a donation list together using the Shaw Snow data from the previous capital campaign.

IV. AIR FORCE APPRECIATION DAY

WECRD is waiting to get the booth number and map from Mountain Home Chamber of Commerce to know exactly where to set up. They will set up on Saturday, September 8th at 7:30am. A board member or staff member will be covering the booth at all times throughout the day. The banner from Cox Signs is complete and looks good. We are waiting to get the brochures from Mountain Home Printing and they should be ready by the end of the week. LCA dropped off the final conceptual design plans to use for display. Michelle will have everything ready to be picked up on Friday.

V. NEW BUSINESS

Michelle received a formal letter from Larry Ashcraft with his fee schedule. The Board looked over the letter and had no problems with it. Director Doug Meyer made a motion to hire Larry Ashcraft with Ashcraft Law PLLC as our attorney for WECRD. Director Lee Pierce seconded the motion. All Directors voted in favor of the motion.

VI. GENERAL DISCUSSION

No general discussion was held at this time.

VII. PUBLIC COMMENT

Betty made the comment that there has been confusion over the years of what the Foundation does vs. the role of the WECRD. She would like to try and clear up the misconception somehow. They will use the Capital Campaign form to word it better that Foundation funds are used solely for the purpose of building the WECRD facility.

VIII. ADJOURN

Director Doug Meyer made a motion to adjourn the meeting at 6:40pm. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The meeting adjourned at 6:40pm.

Submitted by:

Michelle Heins, Administrator

Date

APPROVED: as written as amended

Dan Gillies, President

Date