

**MINUTES**  
**SPECIAL BOARD MEETING**  
**WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)**  
**245 East 6<sup>th</sup> South, Mountain Home, ID 83647**  
**December 12, 2018 at 1:00PM**

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

Director Dan Gillies called the meeting to order at 1:05PM, and a quorum was established with all directors present.

Others in attendance:

Judy Erwin, Treasurer

Michelle Heins, Administrator

Guests: Betty Ashcraft, Karen and Jim Bird, Vivian Meyer

**II. CONSENT AGENDA** – All matters listed within this Consent Agenda section require formal action, but are typically routine or not of great controversy and will be enacted by one motion. Questions for the purpose of clarification may be asked about a particular item before the motion is voted on. However, for lengthy discussion or separate motion a board member or citizen may request an item be removed from the Consent Agenda section and placed on the Regular Agenda. ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

- 1.. APPROVAL OF MINUTES: Regular Board Meeting November 28, 2018
2. BILLS – up to 12/06/18 in the Amount of \$18,832.27.
3. 2019 Regular Board Meeting Schedule

Lee Pierce made a motion to approve the consent agenda. Doug Meyer seconded the motion and all directors voted in favor of the motion. Motion passed.

**III. ARCHITECTURE/CONSTRUCTION/ENGINEERING**

The WECRD Board of Directors discussed the RFQ's for Construction Manager / General Contractor that were submitted. The Board reviewed all the proposals thoroughly before the meeting and has scored them accordingly using the matrix in the RFQ.

Doug Meyer made a motion to interview ESI, The Ewing Company, and Wright Brothers for CM/GC with the date to interview to be determined. Lee Pierce seconded the motion and all directors voted in favor of the motion. Motion passed.

The Board will give each company one hour, 20-30 minutes for presentation and the remaining time be for Q&A. Michelle will send the most recent pool design plans to each company ahead of time so they can prepare their presentation.

**IV. OLD BUSINESS**

Doug Meyer made a motion to approve Personnel Policy: General Policies A-E as written but to hold off on the final approval of the policy until it is completed. Lee Pierce seconded the motion and all directors voted in favor of the motion. Motion passed.

The Board agreed to continue reviewing the Personnel Policy and read Section II and III, Employment Start-Up and Rules of Employee Conduct, for the next meeting.

**V. NEW BUSINESS**

There was an inquiry by Wells Fargo to use the WECRD facility for a training. Lee Pierce mentioned the Facility Use Policy states it can only be used for not-for-profit groups or recreational purposes. The board feels the request would be fine if we change our policy. Lee Pierce would like to update this policy and in doing so think about expansion into the pool facility. This will be an agenda item for January’s regular scheduled board meeting.

The WECRD Board is reviewing the Business Plan that was established back in 2008/2009 and will make changes as appropriate. Lee Pierce will work on staffing expenses since he has experience in that category. Some of the costs, such as mechanical costs, will be figured out once a construction manager is hired.

**VI. GENERAL DISCUSSION**

The Board would like to plan ahead for Summer activities that may be held on the premise. LCA needs to be aware of the WECRD ideas so they can provides adequate power to the various areas on site (i.e. parking lot, splash pad, etc).

**VII. PUBLIC COMMENT**

Karen Bird asked about the ramp in the pool and what purpose it serves. She also wanted to know the update about the additional lap lane in the warm water pool, the Board told her it would be an additional \$150,000 to put that in and at the last meeting it was decided that they would add tether straps in the general use pool for warm up/cool down purposes.

**VIII. ADJOURN**

Doug Meyer made a motion to adjourn the meeting. Lee Pierce seconded the motion and all Directors voted in favor of the motion. The meeting adjourned at 2:15pm.

Submitted by:

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Michelle Heins, Administrator

\_\_\_\_\_  
Date

APPROVED:                                      as written                      as amended

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

\_\_\_\_\_  
Date