

**MINUTES**  
**REGULAR BOARD MEETING**  
**WESTERN ELMORE COUNTY RECREATION DISTRICT (WECRD)**  
**245 East 6<sup>th</sup> South, Mountain Home, ID 83647**  
**January 26, 2022 at 6:00PM**

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

President Dan Gillies called the meeting to order at 6:00PM, and a quorum was established with all Directors present; Dan Gillies, Lee Pierce, and Doug Meyer.

Others in attendance:

Michelle Heins, WECRD Administrator

Judy Erwin, WECRD Treasurer

John Russell, CPA, Zwygart John & Associates

Guests: Betty Ashcraft, Merla Gillies, Vivian Meyer, and Bret Deering with Mountain Home News

**II. Presentation of the 2021 Audit Report by a Zwygart John & Associates Representative**

1. Discussion and decision to approve the 2021 Audit Report - ACTION ITEM

John Russell, CPA with Zwygart John & Associates presented the 2021 audit report. He went through the 19 page document. In their opinion, "the financial statements present fairly." They conduct the audit in accordance with auditing standards accepted in the United States (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards. John pointed out a few key points, one being the District had a net loss of \$17,920 which is due to starting construction and is common. He mentioned on page 13, the District's deposits were \$252,274 on September 30, 2021 and the bank balance totaled \$731,141 and that difference in number is due to outstanding checks. John explained on page 15 the capital assets not being depreciated were the land and construction in progress. He reviewed the budgetary comparison schedule and pointed out that we were slightly over in technology but our Capital Outlay (construction budget) was way under and he said that is common during construction phases and its better to budget too much and not enough. The final pages were the policy and procedures report and their report considered "WECRD's internal control over financial reporting...are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements." John thanked us for allowing their company to do the audit once again and for making it a smooth process for them. *Lee Pierce made a motion to approve the 2021 Audit Report as written. Doug Meyer seconded the motion. All Directors voted in favor of the motion. The motion carries.*

**III. 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, December 15, 2021 and Special Board Meeting minutes December 30, 2021 and January 13, 2022
2. FINANCIAL REPORT – Report dated January 20, 2022
3. BILLS - As of January 24, 2022 in the amount of \$486,239.08

Judy explained the Financial Report because there were transactions that happened after the report and she wanted the board to be aware. After reviewing the financial report in further detail, *Lee Pierce made a motion to approve the consent agenda as amended with her input. Doug Meyer seconded the motion. All Directors voted in favor of the motion. The motion carries.*

#### **IV. NEW BUSINESS**

##### **1. Items removed from the consent agenda - ACTION ITEM**

No items were removed from the consent agenda.

##### **2. Annual Organization of the Board - ACTION ITEM**

Lee Pierce nominated Dan Gillies for President. Doug Meyer nominated Lee Pierce as Vice-President.

*Lee Pierce made a motion to keep the board as is, Dan Gillies, President, himself as Vice-President, and Doug Meyer as Director. Doug Meyer seconded the motion. All Directors voted in favor of the motion. The motion carries.*

##### **3. 18th Street Property Discussion**

###### **a. Water shares - ACTION ITEM**

The WECRD has been leasing the water on the 18th St. Property over the years in trade for the payment of the water bill and the property to be maintained. With construction moving along the Board wanted to revisit the lease and see if there needs to be changes to it or what they want to do moving forward. Dan Gillies mentioned that he might have someone interested in leasing the back half of the property. *Doug Meyer made a motion to table this discussion. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carries.*

#### **V. ARCHITECT/CONSTRUCTION/ENGINEERING**

##### **1. Construction Update**

Lee provided an update on the construction stating that is still moving along even due to the cold. The crew has to wait for the temperatures to rise before shot creting the pools. There are other projects on site that are keeping the construction crew busy, such as excavation of the surge tanks and final touches on the recreation pool. Lee met with Wright Brothers and Lombard Conrad to discuss the next step in construction. It was suggested by Scott, Lombard Conrad Architect, to split the building in half and finish the lap pool side to get it operable first and then as funds allow they can finish the recreation side. Scott suggested running it by the City Building official first to make sure that is acceptable on their end before pursuing. The Board all agreed that splitting the building the way Scott suggested was a good idea and asked Lee to pursue it further.

##### **2. Sprung Structure**

###### **a. Discussion and decision on the exterior architectural cap color and personnel door color - ACTION ITEM**

The Board reviewed the colors presented to them from Sprung. They all liked the look of the aluminum powder coated beams. Dave, the Sprung representative, suggested the personnel door be Salem blue and the Board agreed that would look fine. *Lee Pierce made a motion to use the aluminum powder coat for the architectural beams and salem blue for the door. Doug Meyer seconded the motion. All Directors voted in favor of the motion. The motion carries.*

###### **b. Discussion and decision on the logo proof provided by Sprung - ACTION ITEM**

Dave sent over a proof of what the logo would look like on the salem blue door. The Board felt the colors of the logo and the color of the door didn't allow for it to pop as much as they would like. Michelle told the Board that the logo is complimentary with the purchase and doesn't have to be incorporated into the structure if we wanted to do something different. The Board suggested ideas for other ways the logo could appear, Michelle will reach out to Dave to get proofs. *Lee Pierce made a motion to table this discussion until we see the other proofs. Dan Gillies seconded the motion. All Directors voted in favor of the motion. The motion carries.*

## **VI. RECREATION FOUNDATION UPDATES**

Betty gave each member of the Board a hard copy of the brochure she had printed. She will begin working on the Reeve Foundation grant now that it is available. Michelle asked where they were at with the brick sales and Betty said they are waiting until closer to the end of construction to roll that out. The Foundation has a meeting Friday at 10am.

## **VII. GENERAL DISCUSSION / PUBLIC COMMENT**

Lee spoke about the potential for a rentable office space within the facility to generate income and showed the Board the area he has in mind.

## **VIII. ADJOURN**

*Doug Meyer made a motion to adjourn the meeting. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The meeting ended at 7:10pm*

Submitted by:

Michelle Heins  
Michelle Heins, Administrator

2/23/22  
Date

APPROVED: as written as amended

Dan Gillies  
Dan Gillies, President

2/23/22  
Date