



**WESTERN ELMORE COUNTY RECREATION DISTRICT**  
**MINUTES of the REGULAR BOARD MEETING**  
**WECRD office, 245 E 6th S., Mountain Home, ID 83647**  
**November 29, 2023 at 6:00pm**

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

President Dan Gillies called the meeting to order at 6:04PM, and a quorum was established with Directors Dan Gillies, Cassandra Nordin, and Lee Pierce present.

Others in attendance:

Michelle Heins, WECRD Office Administrator/Treasurer

Guests: Merla Gillies, Betty Ashcraft, Diana Hooley

**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 on October 25, 2023 and Special Board Meeting November 9, 2023
2. FINANCIAL REPORT – Report dated November 27, 2023
3. BILLS - As of November 27, 2023 in the amount of \$44,885.43

*Cassandra Nordin made a motion to approve the consent agenda. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carries.*

**III. NEW BUSINESS**

1. Items removed from the consent agenda - ACTION ITEM

No items were removed from the consent agenda.

2. Discussion and decision on confirmation of the December regular board meeting date - ACTION ITEM

After a short discussion, the Board agreed to keep it as posted which is December 27, 2023 at 6:00pm.

*Lee Pierce made a motion to table since there was no change. Dan Gillies seconded the motion. All Directors voted in favor of the motion. The motion carries.*

**IV. ARCHITECT/CONSTRUCTION/ENGINEERING**

1. Construction Update ALL ITEMS LISTED BELOW ARE *possible* ACTION ITEMS

- a. General update on progress and temporary facilities - liability with insurance

Lee provided the Board with an update on the construction. The heaters are off when the concrete is not being poured. There is concrete on the east side of the building up to the slope of the pools. The garage doors are in but are waiting to get installed until after all of the concrete is poured and cured.

Wright Brothers informed the District that they were removing the fence on November 29th. There was concern with it coming down. The District put in place the barrier over the openings to secure it for now. He expressed that if there is any District material on site it can be stored in the conex box but the other trades would be responsible for storing all of their equipment and supplies. Since the Foundation was beginning to put up the Donor Spotlight banners along the fence, there was discussion on a new way to display those banners.

b. Discuss the change order requests from Wright Brothers, TBC

The Board reviewed the CORs that Wright Brothers, TBC asked us to review. ***Lee Pierce made a motion to deny change order #7 (Dewatering T&M for pool excavation from 8/27/21 - 1/1/22) and approve #11 (credit for damaged equipment), #8 (Phase IV Cap Underground Stubs) and #1B (Cold weather concrete costs from Jan 2022 to Feb 2022). Cassandra Nordin seconded the motion. All Directors voted in favor of the motion.***

c. Construction budget and timelines for next phase(s)

The Board discussed possible next phases. Lee mentioned purchasing the HVAC units if we have a donor. Otherwise we should look at finishing the exterior security of the building i.e. storefront windows and doors. Other options are to complete the interior duct sox or order cmu block. The Board agreed that finishing the exterior would be a smart next step. No official decision was made at this time.

## **V. RECREATION FOUNDATION UPDATES**

1. Review and approve documents presented by the Foundation - *possible* ACTION ITEM

Betty presented a Tri-fold for donors. The Board made a few edits for the Foundation to correct.

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

There was discussion on reaching out to potential donors that were contacted in the past to provide and update on where we are with the project.

**VII. EXECUTIVE SESSION 74-206 (a).** To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.

***Lee Pierce made a motion to go into executive session 74-206 (a). To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.***

|                                |            |
|--------------------------------|------------|
| <b>Board Vote:</b> Dan Gillies | <b>Yay</b> |
| Cassandra Nordin               | <b>Yay</b> |
| Lee Pierce                     | <b>Yay</b> |

The Board began executive session at 7:35pm and recessed at 8:40pm. The Board reconvened executive session at 12:10pm the next day and adjourned 1:37pm. Cassandra Nordin had to leave at 12:50pm.

## **VIII. ADJOURN**

***Lee Pierce made a motion to adjourn the meeting. Dan Gillies seconded the motion. Both Directors voted in favor of the motion. The Board adjourned the meeting at 1:37pm.***

Submitted by:

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

\_\_\_\_\_  
Date

APPROVED:      as written      as amended

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

\_\_\_\_\_  
Date

DRAFT