



WESTERN ELMORE COUNTY RECREATION DISTRICT
MINUTES of the REGULAR BOARD MEETING
WECRD office, 245 E 6th S., Mountain Home, ID 83647
January 24, 2024 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 Directors Dan Gillies, Cassandra Nordin and Lee Pierce (via Zoom) present.

Others in attendance:

Michelle Heins, WECRD Office Administrator/Treasurer

Shane Hampton, WECRD New Employee

John Martin, Martin CPAs, WECRD Auditor

Larry Ashcraft, WECRD Attorney - Via Zoom at 6:30pm

Rob Faddick, VP Operations and Project Development, Wright Brothers, TBC - Via Zoom at 6:30pm

Recreation Foundation Members: Betty Ashcraft and Frank Marsh

Guests: Merla Gillies

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, December 27, 2023, Special Board Meetings January 4, 2024 and January 8, 2024
2. FINANCIAL REPORT – Report dated January 22, 2024.
3. BILLS - As of January 22, 2024 in the amount of \$13,902.04

Cassandra Nordin made a motion to approve the consent agenda as written. Dan Gillies 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. Audit presentation of the year ended September 30, 2023 - John Martin CPAs

John Martin presented the audit report for year ending September 30, 2023. John reviewed the documents within the report with the Board. There were no concerns.

3. Annual Organization of the Board - ACTION ITEM

Lee Pierce made a motion to have Dan Gillies remain the President of the Board. Cassandra Nordin seconded the motion. All Directors voted in favor of the motion. The motion carried.

Cassandra Nordin made a motion to have Lee Pierce remain the Vice President of the Board. Dan Gillies seconded the motion. All directors voted in favor of the motion. The motion carried.

Cassandra Nordin made a motion to appoint Shane as the Treasurer of the Board and Michelle to remain the Administrator until Rachel is trained in her position at which time Rachel will become the official Administrator. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The motion carried.

a. Introduction and Oath of office of new Treasurer

Shane gave a brief introduction and Michelle then swore him in as the new treasurer.

4. Discussion and decision to place an ad in the 2024 Guide to Elmore Co.- ACTION ITEM
After a short discussion, the Board would like to see a ¼ page advertisement in the 2024 Guide. Michelle will ask Diana Hooley if she has time and if she would be willing to write it. A draft for approval will be provided at the next board meeting. Tabled.

5. Discussion and decision to purchase a new laptop and monitor(s) - ACTION ITEM
After a week of trying to utilize the old laptop it was determined that Shane would need a new laptop and monitor for work. He provided the board with specs on a specific computer and monitor that were vetted by Shawn Bailey and approved by him that it would handle the workload. ***Lee Pierce made a motion to approve the purchase of a new laptop and monitor. Cassandra Nordin seconded the motion. All Directors voted in favor of the motion. The motion carries.***

IV. ARCHITECT/CONSTRUCTION/ENGINEERING

1. Zoom meeting (approx. 6:30pm) with Wright Brothers, TBC to discuss budget estimate
The Board met with Rob Faddick to go over the ROM budget for the aquatic center. Rob explained this is a “worst case scenario” and that hard numbers couldn’t be provided until we go out for bid. The Board then went on to go line by line of items that need to be removed even if they were left as “place holders.” The Board asked Rob to provide more details on the pool budget number and what all is included in that. He will have to ask The Pool Company and get back to us. There was discussion on costs to finish one pool and open with half. Rob stated that it would never be possible to do that. We countered by asking him, “then why was it put in the plans that way to do?” He didn’t have an answer. The Board mentioned the CORs that were sent over by Kyle Kolloff for work done in previous phases. Rob didn’t have those readily available and asked for us to send them to him and he would get back to us. Rob asked if we need to go publish the bid for the next phases, Lee explained we were doing change orders and therefore didn’t need to publish. The only way we would is if we no longer work with Wright Brothers, TBC. Rob suggested if we move on that we should at least use the same subcontractors for warranty/liability issues. Rob asked for guidance from the Board on what our next steps will be. The board will get back to him.

2. Construction Update

Lee gave a brief update. The garage doors are hopefully getting installed soon. The Fire suppression system was going to get reviewed by Sunroc to see why it wasn’t pulled through. There is a crew onsite installing tile. The estimated completion date is 2/11/24 per Rob. The Board would like to finish the exterior with storefront, windows, and doors. Michelle will ask Rob to put together a bid package for that as the next step.

V. RECREATION FOUNDATION UPDATES

They asked if we have received the final bill for the garage doors, and we have not at this time.


VI. GENERAL DISCUSSION / PUBLIC COMMENT

Lee asked us to look into purchasing Zoom since we had to keep sending links due to time running out.

VII. ADJOURN

Cassandra Nordin made a motion to adjourn the meeting. Lee Pierce seconded the motion. All Directors voted in favor of the motion. The Board adjourned the meeting at 8:15pm.

Submitted by:

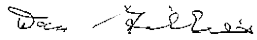

Michelle Heins, Administrator

2-28-2024
Date

APPROVED:

as written

as amended


Dan Gillies, President

2-28-2024
Date