



**WESTERN ELMORE COUNTY RECREATION DISTRICT  
REGULAR BOARD MEETING MINUTES  
WECRD office, 245 E 6th S., Mountain Home, ID 83647  
August 27, 2025 at 6pm**

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

President Dan Gillies called the meeting to order at 6:02pm and a quorum was established with Directors Dan Gillies and Lee Pierce and Marcus Mashburn.

Others in attendance:

Rachel Howard, Office Administrator  
Shane Hampton, Treasurer  
Betty Ashcraft, Recreation Foundation  
Diana Hooley, Recreation Foundation  
Karen Ward, Recreation Foundation

Guests:

Merla Gillies  
Rod Dudley  
Allen Bump

**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, July 28, 2025;  
July 29, 2025 Tour of Facility
2. FINANCIAL REPORT – Report dated August 25, 2025
3. BILLS - As of August 25, 2025, in the amount of \$3,208.89

Lee Pierce made a motion to approve the consent agenda as written. Marcus Mashburn seconded the motion. All Directors voted in favor of the motion. The motion carries. Shane explained that he had already moved the tax check into the LGIP account.

**III. NEW BUSINESS**

1. Items removed from the consent agenda - ACTION ITEM  
No items were removed from the consent agenda
2. Introduction and Oath of Office of new Director for District 3  
Rachel swore Marcus Mashburn in as the new Director for District 3
3. Adoption of WECRD FY 25-26 Budget and Necessary Resolutions – ACTION ITEM  
Lee Pierce made a motion that the WECRD Board approve the fiscal Year 2025-2026 budget as

published in the amount of \$875,815. Dan Gillies seconded the motion. All Directors voted in favor of the motion. The motion carries.

#### **IV. ARCHITECT/CONSTRUCTION/ENGINEERING**

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

Pending the bid packages from LCA, once those are complete, we will submit the RFQ in the MH News for the local contractors to submit their bids. WECRD will receive and review the bids from interested CMs, LCA will confirm bonding of the new CM.

Lee explained the RFQ and LCA process working with WECRD since 2008. Scott one of the original architects retired 7 Aug 2025. Ken will continue as our architect and was also one of the original architects.

Lee said the site would need the weeds cleaned up before winter. Diana said the banner needed to be changed/updated.

Diana asked about Wright Brothers punch list and Lee responded, saying the punch list is complete. Diana asked what is next in the process and Lee responded with the interior walls would be next. Betty asked about the sealing of the pools. Lee stated that it needed to be done 48 hrs prior to water being put into the pool. CM would coordinate with the Pool Company to seal the pool at the appropriate time. This process has not been paid for yet.

Betty asked if LCA would come inspect at the time, Lee responded saying yes, they would inspect.

#### **V. RECREATION FOUNDATION UPDATES**

Discussed plan for AFAD – schedule, items to bring; Lee requested Marcus paint at the event. Marcus agreed that it would generate a lot of interest. Marcus requested reimbursement of funds for his supplies and the Recreation Foundation agreed to assist him with supplies for the project.

Betty will give a briefing and tour for the Senior Center. Betty said the Chamber loved the drawings from Marcus and was given kudos for the video.

Betty said Scott Harjo offered to help with metal work; Lee said benches, bike racks would be a great idea or having one of the high schools' shop classes create benches for the facility as a class project.

Betty said she sent a certificate of appreciation to Rimrock HS and offered them a tour of the facility.

Diana said the promotional video is making a hit on YouTube.

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

Open discussion about how tax dollars would be used and what fees the public might pay to utilize the pool; Betty talked about how WECRD can not borrow money so the board must invest and get grants and when doors are open WECRD will not owe on debts. She explained no memberships. Betty hopes for community organization that will offer scholarships for swim lessons or grants. Lee explained how the O&M projections draft were configured, and they will need to be reviewed and updated as needed.

Shane reminded the board about the executive session.

Lee made motion to blend the two agendas for the regular board meeting and executive session. Marcus seconded the motion. All directors voted in favor of blending the two agendas.

#### **VII. EXECUTIVE SESSION – In accordance with Idaho Code §74-206(1)(a) to consider personnel matters**

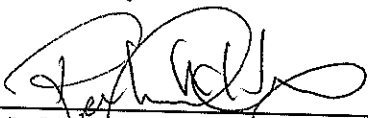
1. The motion to go into executive session was made by Lee Pierce, seconded by Marcus Mashburn. All directors voted in favor of entering the Executive Session at 655pm.
2. Executive Session ended at 7:46pm and the meeting reconvened.  
The Executive Session was a general discussion concerning the annual pay increase for the

administrator and treasurer position. Lee made a motion to increase the current salary with a 7% raise beginning 1 Sept 2025 and at the second-year mark increase an additional 3%. Marcus seconded the motion. All Directors voted in favor of the motion. The motion carried.

#### VIII. ADJOURN

Lee made a motion to adjourn the meeting. Dan seconded the motion. All Directors voted in favor of the motion. The board adjourned the meeting at 8:19pm.

Submitted by:

  
\_\_\_\_\_  
Rachel Howard, Administrator

24 Sep 2025  
Date

APPROVED:

as written

as amended

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

24 Sep 2025  
Date