



**WESTERN ELMORE COUNTY RECREATION DISTRICT**  
**REGULAR BOARD MEETING MINUTES**  
**WECRD office, 245 E 6th S., Mountain Home, ID 83647**  
**October 22, 2025 at 6pm**

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

President Dan Gillies called the meeting to order at 6:07pm and a quorum was established with Directors Dan Gillies, Lee Pierce and Marcus Mashburn present.

Others in attendance:

Rachel Howard, Office Administrator

Shane Hampton, Treasurer

Guests: Merla Gillies

Diana Hooley, Recreation Foundation

Martha Ralphs, Recreation Foundation

**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: 24 September 2025 RBM Minutes, 14 Oct 2025 SBM Minutes
2. FINANCIAL REPORT – Report dated October 20, 2025
3. BILLS - As of October 20, 2025, in the amount of \$3463.29

Shane made note that he needed to add a bill onto the total bill amount and amend the bill to \$4,413.26. Lee made a motion to remove bills from consent agenda. Marcus seconded the motion. All Directors voted in favor of the motion. Lee made a motion to pass the consent agenda with the bills removed. Marcus 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

Lee made a motion to pass bills with the amended amount of \$4413.26. Marcus seconded the motion. All Directors voted in favor of the motion. The motion carries.

2. Discussion and Decision to advertise Treasurer position due to resignation of Shane – Last day of work for Shane will be 23 Jan 2026. Lee recommended advertising position on website and Indeed as soon as possible. Interviews will be in December. Lee asked about the upcoming audit. Shane stated the audit would be scheduled for December. Lee asked about the retirement date for Larry Ashcraft. Rachel stated she would find out a retirement date.

**IV. ARCHITECT/CONSTRUCTION/ENGINEERING**

1. Construction Update

Pre Bid Walk through tours went well. Several companies are interested. Deadline for bids is 1 Dec 2025. Lee explained the dehumidification process for the pools. Casey Construction will be creating a maintenance plan for consistent site clean-up again once construction begins which will include trash removal from the site. They will also provide snow removal if needed during the winter months.

**V. RECREATION FOUNDATION UPDATES**

Martha spoke about the Recreation Foundation spreading the word about the project through more groups in the community.

**VI. GENERAL DISCUSSION / PUBLIC COMMENT**

No public comments

**VII. ADJOURN**

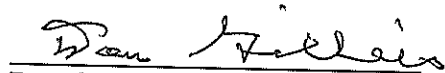
Marcus made a motion to adjourn the meeting. Lee seconded the motion. All Directors voted in favor of the motion. The board adjourned the meeting at 7:03pm.

Submitted by:

  
Rachel Howard, Administrator

3 Dec 2025  
Date

APPROVED:    ~~as written~~    as amended

  
Dan Gillies, President

3 Dec 2025  
Date