

**MINUTES
REGULAR MEETING OF THE
MONTE RIO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS**

**Monday, February 9, 2015, at 6:00 pm
Monte Rio Community Center
20488 Hwy 116, Monte Rio, CA 95462**

1. **Call to Order** – The meeting was called to order at 6:01 pm by Board Chair Steve Baxman.

2. **Roll Call and Approval of Agenda and Minutes from Previous Meeting**

Present: Board members Steve Baxman, Cathy LaPlante, Jean Sasso, and Office Administrator Sherry Pimsler.

Absent: Board member Korie Shokmalli

Motion by Jean Sasso to approve the February 9, 2015 agenda; seconded by Cathy LaPlante. Motion unanimously approved.

Motion by Cathy LaPlante to approve the minutes of the January 12, 2015 regular Board meeting; seconded by Jean Sasso. Motion unanimously approved.

3. **Public Comment** – None

4. **Old Business** – None

5. **New Business** – None

6. **Reports & Information**

A. **Board Reports**

- Cathy LaPlante reported that the District received notification from Debra Russotti, Sonoma County Election Services Supervisor, regarding MRRPD Board seats up for election in November 2015. All members' terms expire on December 4, 2015, including the seat recently filled by Korie Shokmalli. Nominations will open for three 4-year terms and two 2-year terms.
- Annual Conflict of Interest forms will be available in the office and emailed to all Board members.
- Cathy is looking into anti-harassment and board training.

B. **Staff Reports** – None

C. **Independent Contractor Reports**

- At the next Board meeting, Events Coordinator Dawn Bell will present new rates for the Amphitheater, which will include an additional fee schedule based on the sale of tickets.

D. **Budget Committee**

- Cathy LaPlante reported on the Budget Committee's meeting of February 3rd, saying that bookkeeper/accountant Paige Allen had provided a preliminary profit and loss statement, based on information she has gathered so far. She plans to present a more extensive report to the Board at their March meeting.
- The committee discussed ways of achieving more accountability from the Farm Stand Café at Creekside, including closer tracking of supplies, food, as well as profit and loss reports.
- The committee agreed to meet every Tuesday before the Board meets.
- Cathy was pleased to announce that Agnese Daniel, Fiscal Director at River to Coast Child Services, has agreed to serve on the Committee.

D. **Facilities/Grant Committee**

- No bids were received on the forgivable Commercial Rehab Loan Program (CRLP) project to landscape the strip in front of the Community Center. The Board agreed to go out to bid again, since inclement weather may have interfered with the process.

E. Personnel Committee

- The committee is working on Maintenance Coordinator Leslie Hofelich's evaluation. A revised evaluation form and job description should be ready for Board input within the next couple of weeks.
- Although the Board was comfortable with the proposed revision to Events Director Dawn Bell's contract, they were unable to approve it for lack of a quorum, since Cathy LaPlante recused herself. Dawn will bring copies of the revised contract to the next meeting, at which time approval can take place. To assure a quorum at that meeting, the Board agreed to re-schedule their March meeting to the 16th.

Marketing/Public Outreach Committee

- The committee has not met since their meeting of January 7th, but rack cards for the Farm Stand Café are in final stages of design, as well as hand-out menus and free coffee coupons.
- Next meeting will take place at 4:00 pm on February 24th.

F. CWA (Creekside Waste Authority)

- Steve Baxman reported that elevations were completed for the pipeline project connecting the Creekside septic system to the Fire Station, but the plans had to be returned to the drawing board because County engineers had included the wrong address.
- The next meeting of the Authority is scheduled for 6:00 pm, March 2nd.

7. Correspondence – None

8. Action Items – None

9. Review Monthly Accounts Payable – A report of checks distributed in January, in the amount of \$16,163.05, was included in the Board packets.

10. Next Meeting is scheduled for March 16, 2015 at 6:00 pm.

11. Meeting adjournment - 6:26 pm.