

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

**Monday, January 11, 2016, 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 6:00 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, Korie Shokmalli (arrived late), and Administrator Sherry Pimsler.

Absent: Board member Chuck Ramsey

Motion made by Jean Sasso and seconded by Cathy LaPlante to approve the meeting's agenda. Motion by Cathy LaPlante and seconded by Jean Sasso to approve the minutes of November 9, 2015. Unanimously approved.

3. **Public Comment** - None

4. **Old Business** - None

5. **New Business**

A. Nominations for 2016 Board Chair: Cathy LaPlante nominated Steve Baxman and Jean Sasso seconded. Refer to Action Item, below.

B. Reorganization of Standing Committees: This item was moved to the next meeting.

C. Resolution Approving the Addition of Chuck Ramsey as Authorized Bank Signatory and Establishment of a Savings Account at Westamerica Bank: No discussion; refer to Action Item, below.

6. **Reports & Information**

A. **Board Reports**

○ None.

B. **Staff Reports**

○ Budget:

a. The District has received the County's semiannual tax distribution of \$93,545 (\$65,050 + \$24,495). Staff has a request in to find out why it was deposited directly into the District's Westamerica operating account. Meanwhile, to accommodate the excess funds, the agendized Resolution will authorize establishing a savings account.

b. FY 13/14 audit: Accountant Paige Allen will submit remaining documentation by tomorrow.

c. FY 14/15 audit: Staff will attempt to complete before Larry Johnson's retirement at end of month.

d. District received a dividend from CAPRI of \$979 from 2001/02 Liability & Property program.

e. \$15,897 remaining in Community First Credit Union account (received \$13,059 from Groupon in 2014; \$2,449 in 2015).

f. This month, an \$8,458.93 loan payment is due to Rural Community Assistance Corp., plus \$7,438 to CAPRI.

○ Facilities: A project update presented to the Facilities Committee was included in Board packets.

○ Beach

a. The District will now offer Groupon coupons year-round.

b. Staff would like to offer gift certificates on the District's website.

c. The Beach enjoyed very positive Yelp and Facebook presence this past season.

d. Staff is looking into the possibility of offering swim lessons through River to Coast in return for a \$1,500 donation, as does Russian River Rec & Park. They will take information gathered to the Marketing and Public Outreach Committee.

e. Creekside Memorial Stone for Bob Greene: Steve and Sherry will deliver a stone to the Penngrove engraver either the last week of January or first week of February. Sherry will meet Evelyn there at some point to let her see the progress.

- Donations
 - a. Evelyn Greene indicated that she is making donations to MRRPD and MRFPD.
 - b. A thank you was received from Pole Mountain for the District's \$100 donation.
 - c. The District donated \$200 to Burke's in 2015, in return for transporting boats.
 - d. Forgotten Felines has requested a donation for their fundraiser. MPOC (Cathy) will design gift certificates for kayak and canoe rentals.
- A ballot was received from Sonoma LAFCO for a Special District Representative, drawn from board members of fire protection, community services and life support districts.
- Board members were asked to fill out Form 700's for 2016.
- A reminder of Board commitments and responsibilities was placed in Board binders.
- C. Independent Contractor Reports**
 - None.
- D. Budget Committee**
 - Cathy LaPlante referred the Board to the budget item in Sherry's staff report, above.
- E. Facilities/Grant Committee**
 - See attached Maintenance Project Update report.
- F. Personnel Committee** - None
- G. Marketing/Public Outreach Committee**
 - Events Director Dawn Bell has been in communication with webmaster David Defries, who is fully populating the new website. Once MPOC reviews and approves everything next week, it is anticipated that the website will launch by January 31st.
- H. CWA (Creekside Waste Authority)**
 - The CWA, which met the end of November, plans to purchase a backup generator. Their next meeting will be on February 15th at 6:00 pm.
- I. Ad Hoc Committee on the Farm Stand Café**
 - The Committee has begun a search for prospective concessionaires.
 - The Santa Rosa Cycling Club did not show interest in scheduling regular visits to the café.

7. Correspondence

- A. Chair Baxman has signed a letter to County Transportation and Public Works engineers regarding the new Monte Rio Bridge. On behalf of the Board, he requested that the District be given an opportunity to give input on the alignment, since the Beach will be significantly impacted.

8. Action Items

- A. Roll-call vote for Steve Baxman as Board Chair passed 4-0, with one absence:

Korie Shokmalli	Aye
Steve Baxman	Aye
Jean Sasso	Aye
Cathy LaPlante	Aye
Chuck Ramsey	Absent
- B. Resolution 401 Approving Signature Authority on Outside Bank Accounts for Monte Rio Recreation and Park District and Establishment of a Savings Account at Westamerica Bank passed 4-0, with one absence.

Korie Shokmalli	Aye
Steve Baxman	Aye
Jean Sasso	Aye
Cathy LaPlante	Aye
Chuck Ramsey	Absent

9. Review Monthly Accounts Payable – Including payroll, December expenses amounted to \$13,858.61.

10. Next Meeting is scheduled for Monday, February 8, 2016 at 6:00 pm.

11. Meeting adjournment – 6:31 pm.