

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

**Monday, April 10, 2017, 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, Jean Sasso, Chuck Ramsey, Marina McTaggart and Administrator Sherry Pimsler. Absent: Korie Shokmalli.

Motion made by Jean Sasso and seconded by Marina McTaggart to approve the meeting's agenda and minutes of March 13, 2017. Chuck Ramsey then asked that his recollection of the outcome of the March 7th Budget Committee meeting be included in Item 5 of the March 13th Board minutes to say that the committee did not recommend the proposed mid-year budget adjustment until accountant Craig Collins confirmed that it was necessary. Marina, who is also on the Budget Committee said that she remembered the outcome as was stated in the minutes. However, it was agreed that Chuck's recollection would be recorded.

Chuck also objected to Item 10, which stated that a policy regarding the use of herbicides on MRRPD grounds was to be placed on the April agenda. However, Steve Baxman responded that he had indeed stated in the March meeting that the issue would be voted on at the next meeting, which would require Board to set a policy.

A vote was called to approve the minutes with the addition of Chuck's recollection of the Budget Committee meeting. Three Board members were in favor; Chuck Ramsey abstained.

3. Public Comment – None

4. Old Business - None

5. New Business

A. Policy on Monte Rio Recreation & Park District's Use of Herbicides/Pesticides: Chuck Ramsey objected to the resolution. He did not think that herbicides could be equated with pesticides. Sherry pointed to the Russian River Watershed Association's publication *Russian River-Friendly Landscape Guidelines*, which promotes integrated pest management (IPM) practices that advocate selection of herbicides as a last resort and only then, use of the least toxic. Chuck was informed that, for years, staff has been using these practices whenever possible. The Board admonished Chuck for applying an herbicide on MRRPD property without the knowledge or permission of either the Board or staff, an action which put the District at risk. He was reminded that the Board's purview is to set policy and weigh in on the budget and large expenditures, but that it is staff's sole purview to carry out these policies under the direction of the Administrator, through day-to-day operations.

6. Reports & Information

A. **Board Reports** – None

B. **Staff Reports** (*This list may include items that were not relayed to Board at time of meeting.*)

- Invitations to the Bohemian Grove luncheon were received for Board members. Jean Marquardt will attend as Steve’s guest.
- Everyone completed Ethics training; Sherry is looking into sexual harassment training.
- She will be sending out the draft employee handbook electronically. A financial policy handbook will be next.
- The office has changed its computer technical service provider; now backing up through Carbonite, with security through Avast.
- Beach
 - a) Beach staffing is almost complete.
 - b) Food vendors have been lined up for 4th of July weekend.
 - c) The beach wifi system is scheduled to be checked out.
 - d) Gates on both ends of the beach are being replaced.
 - e) Timberline Tree Service has trimmed the tree beside the Community Center.
 - f) Repair estimate is being obtained for roll-up wooden door between kitchen and Redwood Room.
 - g) Rugs and tile are being cleaned by Coit.
- C. **Budget Committee** – Chuck felt that a meeting should have taken place. Sherry responded that she emailed committee to say that she had nothing to report and didn’t see the need for one, but that as a Board committee, it is ultimately up to participating Board members to make that call.
- D. **Facilities/Grant Committee** – Steve Baxman reported the following:
 - Acquisition of the Sweetwater Property as part of the next phase of the Creekside Park project was discussed.
 - The CRLP loan for Cutty Muggs Café has been approved and is moving forward.
 - Renewal of the Beach permit is due in 2018. Since there are still some items still open on the current permit, it was agreed that remodel of the Meadow bathrooms should be put on hold until those could be addressed.
- E. **Personnel Committee** – Committee reviewed and will recommend approval of the employee handbook at next Board meeting.
- F. **Marketing/Public Outreach Committee** –
 - Next meeting is scheduled for April 19th, to meet with webmaster David Defries.
- G. **CWA (Creekside Waste Authority)** – Jean Sasso attended in Korie Shokmalli’s place. Steve Baxman reported that they have settled on a generator that will serve all of Creekside Park, including the café, in the event of power failure.

7. Correspondence - None

8. Action Items

- A. Resolution 000411 Resolution Approving a Policy on Monte Rio Recreation and Park District’s Use of Herbicides/Pesticides: The resolution was passed with three ayes (Baxman, Sasso, McTaggart); one no (Ramsey); and one absence (Shokmalli) .

9. Review Monthly Accounts Payable – The P&L report on March reflected \$6,104.67 in expenses. However, Chuck pointed out that payroll expenses were missing. Sherry apologized and acknowledged that Craig Collins, who has been trying to fix an upload issue with Paychex, had not been able to input that information into QuickBooks. Both Craig and accountant Holly Robinson were to bring everything current by the end of April. (*Post meeting note: Gross March payroll expenses amounted to \$9,054.80.*)

10. Next Meeting is scheduled for Monday, May 8th. Jean Sasso announced that she will be absent.

11. Meeting adjournment – 6:52 pm.