

Tonasket Parks and Recreation Board  
In the Tonasket Visitor and Business Resource Center  
Wednesday January 13, 2016□

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**Call to Order**-The meeting was called to order at 7:05 p.m. by Jordan Weddle, with Billie Attwood, Shawn Brazil, and Kathleen Thompson present.

**Structure and Procedures**-The Board reviewed the structure and procedures of board meetings. Consent Agenda and Agenda presented with no additions or deletions.

**Minutes of Previous Meeting**

Board Action-Kathleen Thompson moved to approve the minutes of the December 9, 2015 regular board meeting as presented. Shawn Brazil seconded the motion. The motion passed with a unanimous vote.

**Hearing from individuals or groups**-None

**Agenda**

**Unfinished business**

***Financial Report***

The Board reviewed the 2016 Tonasket P&R Exp Budget. There was discussion about the election cost of \$1928.08 that will need to be paid when we receive funds. Billie Attwood reported that she spoke to Dee Wood on the phone and clarified that the original estimate of \$61,000 to the Tonasket Pool Committee was just an estimate. We will receive \$50,718.

Board Action-Billie Attwood moved to keep Financial Report in Unfinished Business for next meeting. Kathleen Thompson seconded the motion. The motion passed with a unanimous vote.

***Open Public Meetings***

The Board reviewed the OPMA requirements. The Board discussed a website to inform the public of agendas, minutes, meeting times, etc. Billie Attwood will contact the local newspapers to inform the public of our regular meeting time of the second Wednesday of every month at 7:00 p.m.

***Public Records Act***

Kathleen Thompson volunteered to be the Public Records Officer.

Board Action-Billie moved to approve Kathleen Thompson as the Public Records Officer. Shawn Brazil seconded the motion. The motion passed with a unanimous vote.

***Board Member Training***

Kathleen Thompson reported information from Nancy Krier, Assistant Attorney General. Kathleen will report to the Board the exact training we need to take.

***Electronic Communications***

The Board reviewed proper procedure for sending emails. All emails need to say "Read only-Do not Reply."

***Communications System***

The Board reviewed technology options and required fees. Two Rebels Tech is in Tonasket, so it would keep levy funds within the city. They could provide local support and have the best value. Google drive is a convenient place to store public records and email accounts. Estimated \$325 annual cost, with an additional \$100 estimated cost of web design. Jordan Weddle will contact Two Rebels Tech about the Board not having levy funds until possibly April.

Board Action-Kathleen Thompson moved to approve Two Rebels Tech to provide service for emails and archives on Google drive, and the design of a domain website for one year. Shawn Brazil seconded the motion. The motion passed unanimously. Discussion about monthly financial report from the county.

***Domain Name***

Board Action-Kathleen Thompson moved to approve TonasketParks.org as our domain name. Billie Attwood seconded the motion. The motion passed with a unanimous vote.

**New Business**

***Building a Relationship with the city***

There was discussion and questions about structuring a relationship with the City of Tonasket. Kathleen will gather information from MSRC and Jordan will speak to legal counsel regarding questions concerning RCW 36.69.130 "(9) to contract with any municipal corporation, governmental, or private agencies for the conduct of park and recreation programs."

**Adjournment**-Our next regular meeting will be Wednesday, February 10th, 2016 at 7:00 p.m. in the TVBRC.

Board Action-Shawn Brazil moved to adjourn the meeting at 9:22 p.m. Jordan Weddle seconded the motion. The motion passed with a unanimous vote.

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Shawn E. Brazil  
Secretary