

Tonasket Parks and Recreation Board
In the Tonasket Visitor and Business Resource Center
Tuesday, May 23, 2017

Call to Order-Jordan Weddle called the Special Meeting to order at 7:04, with Billie Attwood, Shawn Brazil, and David Stangland present. Legal counsel Megan Kiernan also present.

Consent Agenda-Consent Agenda and Agenda presented.

Minutes of Previous Meeting-David Stangland moved to amend the minutes of the previous meeting to add the reason for the special meeting. The reason to have a Special Meeting is to receive updates on Enduris Insurance, hiring updates, and to create a process for making payments to the City. David Stangland moved to approve the minutes with this addition. Billie Attwood seconded the motion. The motion passed with a unanimous vote.

Hearing from individuals or groups (public comment)-None

Agenda

Unfinished business

Timeline for appointments, elections, and membership-Rick Massey, Stacey Kester, and David Stangland are all running unopposed for next year's Tonasket Parks and Recreation Board. Concerning filling vacancies RCW 36.69.100-Commissioners vacancies. RCW 42.12-non-partisan vacancies "where one person is vacant the governing body shall appoint a qualified person to fill that vacancy." 42.12.070 (4) If we fail to appoint a vacancy within 90 days, we give up our right to fill that vacancy to the County. David Stangland moved to appoint Rick Massey. Billie Attwood seconded the motion. The motion passed with a unanimous vote.

Enduris Insurance-Megan confirmed that Enduris can be considered a sole-source contract, so we the Tonasket Parks and Recreation Board will be covered by Enduris.

Process for making payments to the City-Jordan Weddle spoke with a representative from the State Auditor's office about the process of making payments to the City. He suggested creating a revolving fund at a bank. We need an authorized person(s) to write checks on the Board's behalf to make payments. The authorized person(s) will also need to audit the account to make sure that each invoice matches each check. We need to pass a resolution to establish an amount and authorize the county to write a check to input money into the revolving account. The Board would like to create a \$10,000 revolving account at US Bank. Jordan Weddle will check with US Bank about which account to set up. Jordan and Megan will work on creating a resolution to approve at the next meeting. Jordan will be the authorized person until our new officers are elected and/or appointed.

Annual Report-The State Auditor's office required the Board to apply and we have received an EIN. The representative from the State Auditor's office is working with Jordan Weddle to assist in completing the annual report by the end of the month.

New Business

Pool Construction Update-David Stangland and Billie Attwood gave an update on the pool construction.

Hiring Update-The Tonasket City hired Julie Caddy as the pool manager. The Tonasket City has hired lifeguards to take the training.

Website Updates-The Board should have pictures of the pool construction on our website. Billie Attwood noticed that the website needs to be updated that she is the new Public Relations Officer.

Adjournment-David Stangland moved to adjourn at 8:25 p.m. Shawn Brazil seconded the motion. The motion passed with a unanimous vote.

Note: Meetings are scheduled for the 2nd wednesday of every month at the TVBRC.

2017 Schedule:

Jan 11th 2017 at 7pm
Feb 8th 2017 at 7pm
Mar 8th 2017 at 7pm
Apr 12th 2017 at 7pm
May 10th 2017 at 7pm
Jun 14th 2017 at 7pm

Jul 12th 2017 at 7pm
Aug 9th 2017 at 7pm
Sep 13th 2017 at 7pm
Oct 11th 2017 at 7pm
Nov 8th 2017 at 7pm
Dec 13th 2017 at 7pm