



BOARD OF DIRECTORS WORK SESSION MINUTES

1750 W. McKinney Butte- PO Box 2215 - Sisters, OR 97759 | ph: 541-549-2091 | sistersrecreation.com

January 10, 2023-4:30-6:30 p.m.

Call meeting to order

Peggy Tehan, president, called to order at 4:32 p.m.

Board members in attendance: Peggy Tehan, board president, Jeff Tryens, board vice president, Bob Keefer, board treasurer (joined meeting at 4:54 p.m.), Molly Baumann, board secretary, Heath Foott, board member

Staff attendees: Jennifer Holland, executive director, Sarah McNeale, recording secretary

Adjustments and approval of agenda

No adjustments made to the agenda. Agenda approved.

Review FY24 budget calendar options

Because of the pending local option levy and its effect on the budgeting process, Executive Director Holland presented the board with two budget calendar timeline options to consider. Option 1 echoes the previous years' timeline, with the final budget committee vote occurring before the vote on the local option levy. Option 2 pushes back the budget timeline allowing the budget committee to know the projected results of the local option levy renewal and its resulting impacts on the proposed budget. Both are compliant with Oregon Local Budget Law.

Executive Director Holland also noted that regardless of which budget calendar the board chooses, staff will develop two district budgets this year: one with the local option levy and one without. After presenting the board with the options she answered questions from the board and noted their feedback. She affirmed the board's consensus to place a vote on the second option on the consent calendar for the January 24th business meeting.

Review budget committee recruitment process

Executive Director Holland briefed the board on the start of the recruitment process for the two budget committee positions that are up for renewal. Executive Director Holland will begin the recruitment process immediately. With interviews and budget committee appointments anticipated for the February 28th business meeting. There was some discussion and suggestions for updating the wording of some application questions.

Discuss next steps with local option levy renewal

Executive Director Holland informed the board of the next steps in the process of putting the local option levy on the May ballot. The board expressed consensus on terms of levy and discussed language for ballot so it can be submitted for review.

Also discussed were the results of the public opinion survey conducted with Vice President Tryens asking about "cross tab" comparisons of the data collected. Executive Director Holland agreed to make any information available that was gathered.

Treasurer Keefer noted that explanatory statement would be a better place to include persuasive information, with Member Foott making the suggestion to put "would not increase tax rate" at beginning for better impact. Vice President Tryens emphasized the need to confirm accuracy of wording and calculations.

Executive Director Holland noted reasons behind sample wording she presented and agreed to use the boards feedback to revise the wording. She will bring to board for final approval at the January 24th business meeting.



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Next the board discussed PAC formation, who can be part of the PAC and what they are allowed to do with Treasurer Keefer giving an overview of rules. President Tehan shared her previous experience on a PAC and what she did in that role as an example of what could be expected. Treasurer Keefer proposed getting more people outside of the board involved as part of the PAC with each person reaching out to another person as part of advocating on behalf of the district. There was continued conversation, regarding the messaging for local option levy.

Treasurer Keefer reminded the board that a PAC cannot be formed until the levy has been filed, but once levy is filed staff must cease advocating for votes in favor of the levy. Member Foott then asked about training for the people involved and Executive Director Holland noted staff training will also be needed.

Review and discuss employee compensation

Revisiting the COLA proposal from the previous meeting, Executive Director Holland revisited with the board the information that had been requested at the previous meeting. She presented a wage pay scale analysis with assumptions as to what are comparable jobs and an historical review of wage and pay scale policy within SPRD.

Secretary Baumann, who was not at the previous meeting, asked for an update on where the conversation started, which Executive Director Holland answered with a brief recap of the substance of the discussion.

Looking at pay equity, Executive Director Holland expressed challenges with incentivizing only portion of employees.

Because positions are grouped by work of comparable character, with wages based upon those classifications, higher duty of care positions may need to be bumped into higher classification so that wages can be adjusted without necessitating the increase to positions.

Discussion of local wages, education, and alternatives to wage increases was had. The board concluded that a more thorough look at adjusting the pay scale, or another option would have to be put off until the February work session at the earliest. President Tehan then advised Executive Director Holland to contract out the requested information gathering.

Meeting adjourned at 6:34pm

Respectfully submitted,

Sarah McNeale, Recording Secretary

Approved by Board of Directors: 03/28/2023