



## BOARD OF DIRECTORS SPECIAL MEETING MINUTES

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

March 12, 2024

### Call meeting to order

President Tehan called the meeting to order at 3:59 p.m.

Board members in attendance: Peggy Tehan, board president, Jeff Tryens, board vice president, Bob Keefer, board treasurer, Molly Baumann, board secretary, Heath Foott, board member.

Staff in attendance: Jennifer Holland, executive director, Jared Lustig, recreation/athletic supervisor, Nikki Olson care supervisor, Britney Steigleder, accounting clerk, Sarah McNeale, recording secretary

### Adjustments and approval of agenda

No adjustments were made to the agenda. Agenda approved.

### Park design follow-up

President Tehan opened the discussion of approved park design amenities with comments on the board's role in the process and a reminder that 100% consensus in all issues is not always possible.

Vice president Tryens spoke on his concerns regarding the planned location of pickleball courts in the most recent conceptual design for the community center outdoor space.

Next Secretary Baumann addressed her objections to the locations of the pickleball and playground amenities. Secretary Baumann stated that due to the reduction in space, the board should consider reducing the number of pickleball courts. Vice President Tryens also advocated for a reduction in the number of amenities because of the limitations of space.

Executive Director Holland informed the board that she reached out to the Local Government Grant Program coordinator prior to the meeting to see if the district would be disqualified from moving forward with the grant application if the design changed. She was told that if the listed amenities that were included in the grant application were in the final plan, there should not be an impact on the grant application.

The board discussed conceptual design vs final product and how projects evolve from planning to completion. Secretary Baumann expressed her concerns on the process. Vice President Tryens stated that he wanted to get public input on design and amenity options.

Executive Director Holland spelled out options for getting a revised conceptual plan and costs.

Treasurer Keefer proposed getting additional design options that are presented at an open house for the purpose of gaining input from the public.

President Tehan reminded the board that a design will need to be finalized eventually.

*Treasurer Keefer moved to authorize Executive Director Holland to amend the contract with DLA to produce two more conceptual designs at a cost that is not greater than \$3,000. Secretary Baumann seconded. Motion approved unanimously.*



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### **Review donation contract and consider delegating final approval of contract to Board President Tehan and Executive Director Holland.**

Executive Director Holland reviewed proposed Pine View Tennis Club donation contract with the board. The board provided requested minor edits to the contract. Executive Director Holland read back edits before a vote was held.

*Member Foott to approve delegating final approval of contract to Board President Tehan and Executive Director Holland. Vice President Tryens seconded. All board members voted in support with the exception of Treasurer Keefer who abstained.*

*Motion approved.*

### **Consider motion to approve authorization of payment in the amount of \$11,285 to Pauly, Rogers and Co., P.C. for annual audit services**

The payment to Pauly, Rogers and Co. for the annual audit of the district financials is over the executive director's authority level, the board is asked to consider approval of this payment.

*Treasurer Keefer moved to approve authorization of payment in the amount of \$11,285 to Pauly, Rogers and Co., P.C. for annual audit services seconded motioned carried unanimously*

**President Tehan adjourned the meeting at 5:28 p.m.**

Respectfully submitted,

Sarah McNeale, recording secretary.

Approved by the board of directors on 04/23/2024