



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

March 26, 2024

Call meeting to order

President Tehan called the meeting to order at 4:00 p.m.

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

Board members absent: Heath Foott, board member

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

Adjustments and approval of agenda

No adjustments were made, agenda approved.

Welcome visitors and read submitted comments

President Tehan shared email comments submitted. No visitors

Review and consider approval of consent calendar

- January 18, 2024 special meeting minutes
- January 30, 2024 board business meeting minutes
- February 27, 2024 board business meeting minutes
- March 12, 2024 special meeting minutes
- January financials
- FY25 budget assumptions
- FY25 wage schedule
- FY25 5-year CIP plan
- Payment of \$11,465.36 from General Fund to Special Revenue Fund for income received in February for committee activities.

President Tehan requested the January 18, 2024, minutes be removed from the consent calendar for discussion at a future meeting.

Vice president Tryens moved to approve the consent calendar as amended. Treasurer Keefer seconded; when a vote was held Secretary Baumann opposed approving the minutes as she felt she had not had enough time to review them and asked that they be removed from consent calendar. Vote continued with remaining items on consent calendar minus all sets of minutes. Motion approved unanimously.

All minutes will be added to next board meeting for further discussion.

Receive draft February financials

Executive Director Holland presented the draft February financials to the board and answered clarifying questions.

No board action needed.



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

Consider motion to approve Resolution 2024-03 authorizing district application for Local Government Grant Program

Executive Director Holland presented the board with a request to consider approval of Resolution 2024-03 to authorize the district's application for the Local Government Grant Program to fund the development of the community recreation center park to better meet the needs of the community.

Vice President Tryens asked fellow board members to consider stating on record that once the new conceptual design options were presented, if none of the options satisfy all members of the board, then they would agree to withdraw the grant application. Vice President Tryens and Secretary Baumann expressed reservations about the designs presented and wishing to slow down the process so the conceptual design can be reworked to find a layout that all board members support.

Treasurer Keefer clarified that design options can be revised through the beginning of June without abandoning the current grant cycle.

President Tehan reminded the board that the preschool needs a playground before they start programming in the fall. After further discussion, Vice President Tryens requested the board be polled on his request that if a unanimous agreement on a final design wasn't met, that the grant would be pulled. The board discussed this matter further, and no poll was taken.

President Tehan asked if anyone was willing to make a motion and no motion was made. President Tehan asked Executive Director Holland what it means for the grant process. Executive Director Holland informed the board that the grant application would not be submitted without board approval. She recommended the district still go forward with the planning process as the amenities that have funding, the preschool playground and pickleball courts, should still be constructed in a way that fits with how the district hopes to improve the property in the future. When asked about future grant cycle applications Executive Director Holland was open to the possibility of applying the next year but noted that she was not sure how the district would raise the matching dollars that would be needed for the grant application. Further questions and discussion were had.

Secretary Baumann moved to approve Resolution 2024-03 authorizing district application for Local Government Grant Program. Treasurer Keefer seconded; Motion passed by vote of 3 to 1.

Yes votes:

President Tehan

Treasurer Keefer

Secretary Baumann

No vote:

Vice President Tryens

Receive verbal community recreation center

Executive Director Holland gave the board an update on the community recreation center including status of lease, outcome of parking study, next steps with bid process for minor facility renovation, and additional conceptual designs. She asked the board to provide feedback on community engagement process for conceptual designs. The board agreed to host an open house, to present concept options once the board has had an opportunity to review concepts. The open house would allow members to provide comments and the board would take into consideration comments prior to final approval of preferred conceptual design at the April 23 business meeting. Executive Director Holland will confirm the timeline with DLA and work with the board to get a open house date scheduled.



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

Executive Director report

Executive Director Holland informed the board that at the next meeting she would be bringing options to the board for the Coffield Center's boiler which needs replacement.

Secretary Baumann left the meeting at 6:10 p.m.

Board member updates

None

Board president updates

President Tehan informed the board that she had signed the contract for the Pine View Tennis Club donation

Other business

None

President Tehan Adjourned the meeting at 6:15 p.m.

Respectfully submitted,

Sarah McNeale, recording secretary.

Approved by the board of directors on 04/09/2024