



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

April 23, 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, Heath Foott, board member

Staff members 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 to the agenda. Agenda approved

Welcome visitors, public comment period

President Tehan welcomed visitors and invited comments. Bruce Carpenter spoke on behalf of the Pickleball Committee.

Meeting reminders

Executive Director Holland offered the board guidance on a few aspects of meeting procedure and minutes keeping, and informing the board that staff may ask for clarification on motions or comments to maintain concise and accurate minutes.

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
- March 26, 2024, board business meeting minutes
- April 9, 2024, special meeting minutes
- February financials
- Strategic plan performance measures
- Authorization for payment of \$13,156.10 from the Special Revenue Fund to the General Fund for payments made by the district on behalf of the committees.

Treasurer Keefer moved to approve the consent calendar as presented. Vice President Tryens seconded. Motion passed unanimously.

Receive draft March financials

Executive Director Holland presented the draft March financials to the board. As an overview of the district's financial situation, Executive Director Holland noted that the draft has not yet been reviewed by the financial oversight committee. Furthermore, additional details will be given in the executive director's financial report.

Molly Baumann, board secretary, joined the meeting at 4:14 p.m.



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

FY24 financial report as of March 31, 2024

Executive Director Holland presented the FY24 year-to-date financial report and updated the board on scholarship usage so far. This cumulative report covers district financials from July 1, 2023 -March 31, 2024, 75% of the budget year. After the presentation she took questions from the board.

Discuss and consider motion to approve preferred park design

Executive Director Holland gave an update on the outcomes of the community outreach open house event. She informed the board that concept design 3 received the most support from the community according to comments submitted. She said it addresses many of the concerns that have been raised in previous conversations in addition to maximizing the use of the space for current and future district programming. She recommended the board consider a motion to approve concept design 3 as the preferred concept design for the community park. The board discussed the open house event and design options before voting.

Treasurer Keefer moved to support staff recommendation and approve design concept 3 as preferred design for the community park. Member Foott seconded.

Prior to the final vote, Secretary Baumann expressed that she still would have liked to see a more creative approach to the park design.

Motion approved unanimously.

Consider motion to approve the authorization of payment of \$10,148 to Nugget Newspaper for services rendered in March 2024

Executive Director Holland reported to the board that because of expanded program offerings by the district, the recent recreation guide produced and distributed for SPRD by the Nugget Newspaper had to be increased in size resulting in a monthly bill over the authorization level of the executive director.

Member Foott moved to approve the authorization of payment of \$10,148 to Nugget Newspaper for services rendered in March 2024. Secretary Baumann seconded. Motion approved unanimously.

Executive director report

Executive Director Holland gave updates on items pertaining to the district and new recreation center.

Board member updates

Board members provided updates regarding district matters.

Other business

None

President Tehan adjourned the meeting at 5:27 p.m.

Respectfully submitted,

Sarah McNeale, recording secretary

Approved by the board of directors on 05/28/2024