

August 20, 2024

Work Session

Board members in attendance: Bob Keefer, board president, Peggy Tehan, board treasurer, Heath Foott, board member.

Board members absent: Molly Baumann, board vice president; Jeff Tryens, board secretary

The board and staff met at the new community center, 611 E. Cascade Street, for a site tour.

Staff members in attendance: Jennifer Holland, executive director, Jared Lustig, deputy director, Nikki Olson, care supervisor, Britney Steigleder, accounting clerk, Sarah McNeale, recording secretary.

Business Meeting

President Keefer called the meeting to order at 4:05 p.m.

Board members in attendance: Bob Keefer, board president, Peggy Tehan, board treasurer, Jeff Tryens, board secretary (via Zoom), Heath Foott, board member.

Board members absent: Molly Baumann, board vice president

Staff members in attendance: Jennifer Holland, executive director, Jared Lustig, deputy director, Nikki Olson, care supervisor, Britney Steigleder, accounting clerk, Sarah McNeale, recording secretary.

Adjustments and approval of agenda

The bid for the remodel of the community center was moved to the first item on the agenda. No other adjustments were made. Agenda approved.

Welcome visitors

No visitors or comments submitted.

Receive and consider approval of bid for remodel of community center

Executive Director Holland briefed the members of the board on the results of the bidding process for the remodel of the future community center. Victoria Tranca, from Pinnacle, joined the meeting to answer questions and give options for cost saving and value engineering. Two bids were received, and Executive Director Holland reminded the board of the Oregon procurement law where the district must award the contract to the lowest responsive bidder. Bremik submitted the lowest responsive bid for this project. Executive Director Holland also reviewed financial resources currently available in addition to potential options for additional funding for the project. The board agreed to utilize time during the October work session to brainstorm community fundraising opportunities.

Treasurer Tehan moved to proceed with the low bid and delegate authority to the executive director and financial oversight committee to negotiate with contractor to further reduce the base bid to a range of \$325,000 to \$350,000 through value engineering, particularly in the areas of lighting, flooring, and other finishes. Secretary Tryens seconded; Motion approved unanimously.

Review and consider approval of consent calendar

- July 23, 2024, business meeting minutes
- June financials and audit log

Treasurer Tehan moved to approve the consent calendar. Member Foott seconded; Motion approved unanimously.

Receive draft July financials

Britney Steigleder, accounting clerk presented an overview of July financials. She noted that the financials are in draft form and have not been reviewed by the treasurer.

No board action required.

Consider approval of dissolution of Outlaw Basketball Committee and approve transfer of assets to new Outlaw Basketball Organization

The board revisited a prior request to dissolve the Outlaw Basketball Committee and transfer assets to a new organization called Outlaw Basketball. After board discussion, there was a request that staff obtain documentation from the committee including bylaws, articles of incorporation, and appropriate insurance coverage. Executive Director Holland apprised the board of the progress made by Outlaw Basketball to obtain appropriate insurance and other documentation needed to ensure a solid organizational foundation. Recommended approval of dissolution pending receipt of documentation.

President Keefer moved to approve dissolution of Outlaw Basketball Committee contingent upon adequate insurance binder being given to executive director and upon dissolution of committee, approval of the transfer of assets to the new Outlaw Basketball Organization. Member Foott seconded; Motion approved unanimously.

Executive director report

Executive Director Holland informed the board of volunteer opportunities at upcoming SPRD events and gave updates on community center projects.

Other business

Treasurer Tehan updated the board on the executive director evaluation process and next steps.

Board member updates

Secretary Tryens congratulated the executive director on completing her master's in public administration degree and proposed a formal recognition of her success.

Board president updates

President Keefer requested that a date be set for the board's annual staff appreciation gathering.

President Keefer adjourned meeting at 5:16 p.m.

Respectfully submitted by

Sarah McNeale, recording secretary,

Approved on 09/24/2024