



BOARD OF DIRECTORS BUSINESS MEETING MINUTES

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

November 19, 2024

Call meeting to order

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

Board members in attendance: Bob Keefer, board president, Molly Baumann (joined at 4:32 p.m.), board vice president, Peggy Tehan, board treasurer, Jeff Tryens, board secretary (joined via Zoom)

Board members absent: Heath Foott, board member

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

Adjustments and approval of agenda

No adjustments, agenda approved

Welcome visitors

No visitors, no comments

Review and consider approval of consent calendar

- October 22, 2024, work session minutes
- October 22, 2024, business meeting minutes
- September financials and audit log

Treasurer Tehan moved to approve the consent calendar. Secretary Tryens seconded, Motion passed unanimously.

Receive draft October financials

Accounting Clerk Britney Steigleder presented the October financials noting that the items presented are intended to allow the board to have up-to-date financial situation awareness and that they have not been finalized or reviewed with Treasurer Tehan.

No action required.

First quarter financial report

Executive Director Holland presented the financial report of the first quarter of the fiscal year covering the span between July 1st and September 30th and including YTD scholarship allocations and utilization. She noted that strategic plan and special fund reports are not typically included in this report. She then took questions and comments from members of the board.

No action required.



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Consider approval of Resolution 2025-02 updating the public meeting policy

Executive Director Holland presented to the board an updated policy for public meetings noting that the previously adopted policy was no longer current with Oregon Public Meeting Laws. She briefed the board on the revisions and updates.

Secretary Tryens moved to approve Resolution 2025-02 updating the public meeting policy. Treasurer Tehan seconded. Motion approved unanimously.

Receive update on capital improvement projects at new facility

Deputy Director Lustig gave a presentation to the board on the capital improvement projects planned and in progress at the community center facility. He gave information on project progress, timeline, and next steps for the preschool playground, inside renovation, and community park project. Board members asked clarifying questions and gave comments, emphasizing the value of leveraging the donation for the playground to generate additional donations, and urged staff to plan the grand opening near as is practical to the actual move in.

No action required.

Executive director report

Community center update given.

Board member updates

Board members gave updates on matters pertaining to the district.

Board president updates

President Keefer gave updates on matters pertaining to the district.

Other business

None.

President Keefer adjourned the meeting at 5:04 p.m.

Respectfully submitted by

Sarah McNeale, recording secretary

Approved on 12/17/2024