

LPRD Board Agenda

August 12, 2014

La Pine Community Center Admin Offices

Work Session:

1. Take a few minutes to go over the packet
2. Board training Time: Board requirements list of duties
3. Set up Slate of officers for the vote on Board member's offices.
4. Discussion of action items in New Business.
 - a. discussion of resolution of the Finley Butte Water issue
5. Continue discussion of possible Ambassador's program? Volunteer Appreciation Night or plans for same. Sept date for volunteer night and spring date TBA for Ambassador Evening?
6. LPRF Special event at Caldera Springs Saturday night first big fundraiser contact Vicki Russell to confirm a reservation

General Session:

1. Call to Order
2. Establish Quorum: Roll Call (Attendance concerns?- non attendance)
 - a. Arlo Fertig
 - b. John Wurst
 - c. Joel Brader
 - d. Robert Ray
 - e. Sharon Walling
 - f. Staff:
Karen Miller, Acting Executive Director of Parks and Recreation
Mary Thorson, Bookkeeper
Teri Myers, Recorder
3. Pledge of Allegiance
4. Acknowledgement of the agenda/Public comments
5. Approval of the minutes from June 10, 2014 and July 8
6. Financial Report, Mary Thorson
7. Executive Director's Report: Karen Miller- see handout
8. Committee liaison reports:

- a. Rosland Report
 - b. Gary Gordon and Mary Thorson Chamber?
 - c. Sharon Walling- Skate Park Update
9. Old Business:
- i. Annexation Update
 - ii. Report on progress of a letter out to the Army Corps of Engineers about the change in Wetlands status
- b. Update of second partners meeting and another scheduled meeting in September. Review of the survey from working at Frontier Days at the where are you from map.
 - c. Website update? New Brochure?
 - d. Update about the meeting with Scott Asla re South County River trail? Set steps?
 - e. Other?
10. New Business:
- a. Board elections
 - b. Sarah Kelley- report
 - c. Christmas Baskets- Kyle Williams
 - d. Policy review for rental first reading of final draft for board consideration
 - e. TAP interviews and update
 - f. Action item re: what is needed for the Annexation process for the next step- proceeding with the City of La Pine re: annexation?
 - g. LPRD Water rights approval of application
 - h. Action items if needed for Rosland or Finley Butte work?
11. Adjournment. Next Board meeting scheduled for September 9, 2014.

District Mission Statement: To promote healthy and active lifestyles by providing educational and recreational activities in safe and inviting facilities for people of all ages. (*Approved by the LPRD Board of Directors June 10, 2014)

LPRD Board meeting Minutes

July 8, 2014

LPRD Admin offices

Work Session:

1. Call to Order by Robert Ray at 6:10 PM
2. No quorum present: Robert and Joel, Karen, Mary and Teri present.
3. Robert said the board members are to watch the SDIS DVD to qualify for the training program we need to complete as a board in order to qualify for a break on Insurance and other things.
4. LPRF met but they have no kitchen plans yet to submit for approval.
5. There will be a second meeting on the 30th of the month for community partners and Rick Allen will attend to answer questions for the group. Teri will contact Candy Yow about the Rodeo rumors and partnering with LPRD.
6. Robert said there is an \$1150 fee for the water rights application. He will find out if we can apply for water rights on all of the LPRD properties at the same time on one application or if we need to break the apps up into individual sites.
7. We are determining the permitting for the Finley Butte Well and then we will need to visit how to make sure we have water for the baseball fields by 2015. Karen said Bo was following the septic system info through Salem to see about the well in Finley Butte.
8. Karen mentioned that she would like to do the Ambassador night in the spring. In the meantime, there will be a volunteer night. She thinks she will host a BBQ at Rosland in September on the 20th and invite people to discuss the Ambassador idea in preparation for developing the program.
9. We will do a Goodbye- no host party for Bob Schulz on August 9 or 10. Karen and Teri will work out the details. Maybe Wickiup Station?
10. There will be a Gun and Recreation Show on September 13-14th.

General Session:

1. Call to Order @ 6:20 by Robert Ray.
2. No quorum. Robert and Joel were present. Carol O'Casey came and Karen, Mary and Teri were present.
3. Robert led the pledge of Allegiance

4. Finance report: There were no questions other than how much carry over there was- \$30K
5. ED report:
 - a. Karen discussed points on her report: (attached to packet)
 - i. She covered the benchmarks, handing out information to Board members about what she is doing to work on the benchmarks they set out for her.
 - ii. Karen addressed Tara getting her job offer and wanting to stay, but, needing a raise.
 - iii. Ralph will start working at Rosland to maintain it
 - iv. Carol discussed the new Adult Ed program
 - v. Bo will start up the trunk or Treat event soon.
 - vi. The Library survey is done. Saved \$1k because both agreed on terms of transfer.
 - vii. Karen will be marketing the rental of the buildings
 - viii. The Website will be updated soon
 - ix. The Taps process for hiring a counselor will be redone. Howard Finck will help.
 - x. Bob is wrapping up Rosland
 - xi. The survey that was done over the 4th of July constitutes a 4 day public forum about the LPRD lands and other pertinent questions.
 - xii. All other items discussed are outlined in her written report.

No official business could be conducted, so all items will be moved to the August meeting. The changes to the park rental applications will be added to new business. It is a policy matter to make those types of changes.

Robert adjourned the meeting at 7:30.

ED Report for August 12, 2014

Karen Miller

Ambassador Program

Rosland Update- Bob and Karen Final Report

JCI Survey

Library Survey

Website- update plans

Summer Camp update

Movie Night

Facility Rental Agreement/ Needs to be approved- under new business- this is a policy change and needs the quorum to vote discussion in new business

Football Camp/ Registrations for Football Season

Cascade Relay Race

Volunteer BBQ Sept. 20th @ Rosland

Credit Card/ Square

Staff Goals for 2014-2015