

Minutes- May 17, 2017

Item 1- Pledge of Allegiance

Item 2- Roll Call

Board Members answering roll call were Lewis, Kennedy, and Rohn.

Board Members absent were Richards and Moser.

There was a motion by Board Member Kennedy to amend the agenda and move construction update in front of staff reports, and the motion was seconded by Board Member Rohn.

Item 3- Review of Minutes April 19, 2017

A motion was made by Board Member Kennedy to accept minutes as written, and the motion was seconded by Board Member Rohn.

Item 4- Public Comment

None

Item 5- Construction Update

Travis Guerrete from RLH gave an update on construction out on the site. Acid stain was approved for the front planter in front of the building. Also, signs and lettering throughout the building were approved and finishing touches are being done in the locker rooms. TV's are being installed in the fitness area. Carpet is being installed in the front area of the building as well. FCI has requested a change order on the south ball fields and soccer field of 204,562. Board Member Kennedy made a motion for a change order on south ball fields and soccer field of 204,562 and the motion was seconded by Board Member Rohn.

Construction on the multi -purpose fields and soccer fields will hopefully start in July and will be sodded in September and will be ready for use in the spring of 2018.

Item 6- Staff Reports

Avi Rocklin, EAPRD's attorney gave an update to the board regarding whether or not to amend the bylaws for the board to receive compensation for serving on the board. Avi will also propose to amend the bylaws for location of the board meetings which will switch to the Eaton Area Park and Recreation Center starting with the June 2017 meeting. She also will be putting together a policy for tablets and cell phones for District employees. Alan Holmberg provided an update with

listing of transactions by date through May 5 that has went through the bank account. He also provided an update with the budget for 2017 with revenues and expenses. Bryan Kentfield, EAPRD's Director provided an update with full time staff that has been in place for 2 weeks. There will be an agreement put in place with Sliver Sneakers so that we can forward with that program for the district. Fitness equipment will be delivered the week of June 6 and will take 4 days to be put in place. June 12 is the anticipated date to have the welcome desk area open to sell memberships and take people on tours. There is a possibility that date could be moved to June 19. Bryan also had an approval of hires of part time staff. Board

Member Kennedy made a motion for approval of hire of part time staff, and the motion was seconded by Board Member Rohn. Bryan also provided information for having a credit card for the District for purchases. Board Member Rohn made a motion to go ahead with application for the District credit card, and the motion was seconded by Board Member Kennedy. Bryan requested direction from the board in regards to seeking advertising for the program guide. Board Members Kennedy, Lewis, and Rohn provided direction of not seeking advertisement for the program guide. Bryan also stated the district going to work with the Town of Eaton in regards to obtaining the proper procedures for permit to have beer and wine for community center private events such as wedding, graduations, and other parties. Individuals who want this will have to pay for someone to serve the alcohol as well as having security guards there for the event. Counsel will look into what agreements we will need to have in with the Town of Eaton regarding special events permit or if we need to set up a general events permit for alcohol for private community center events. Bryan also brought to the board a copy of a facility rental agreement for rental of community center rooms. A motion was made by Board Member Kennedy to accept facility rental agreement with counsel making in modifications that are necessary, and the motion was seconded by Board Member Rohn. Bryan also provided a wage rate proposal for EACC for 2017. A motion was made by Board Member Kennedy to accept the

wage rate proposal and the motion was seconded by Board Member Rohn.

Item 7- Grants, Donations, and Fundraising

We have 2 grants that we submitted that we are waiting to hear back on. Those grants are the Gates Foundation and Daniels Fund.

Item 8- Committee Reports

Board Members Kennedy and Lewis are waiting on some pictures from the Eaton Historical Society. Director Kentfield and Board Member Lewis have been working on Grand Opening Festivities for July 9. They have also been working on the Founders Event on July 6.

Item 9- Old Business: Other

None

Item 10- Resolution NO. 2017-03 Authorizing approval of contracts and establishing purchasing procedures.

A motion was made by Board Member Rohn to approve Resolution 2017-03, and the motion was seconded by Board Member Kennedy.

Item 11- Approval of Bills

A motion was made by Board Member Kennedy to approve monthly bills, and the motion was seconded by Board Member Rohn.

Item 12- New Business: Other

None

Item 13- Board Reports

None

Item 14- Adjourn Meeting

As there was no further business, the meeting was adjourned at 8:14 pm
Brandon Rohn, Eaton Area Park and Recreation Secretary