



**Board of Directors Planning Session
C.V Starr Community Center
300 S. Lincoln Street
Ft. Bragg, CA 94537
Wednesday, December 30th, 2009**

The meeting was called to order at 8:00 a.m. Roll call-Sipila, Mc Colley, Yeomans, Krebs. Yanez arrived at 9:10 a.m..

Public comments on non-agenda items:

Bob Rodriguez made a comment that he was uncomfortable with Board Member's comment about signing the petition. He felt that it was inappropriate. Sipila explained that he was not threatening in any way and that what he had said was that the District has a way to deal with Personnel issues and that was not the way. Bob also said that over that past few months there have been a lot of people voicing their opinion about the District Administrator why is the Board not listening to the community. There have not been any changes.

Council stated that personnel matters cannot be discussed in public hearings. Board Member Jon McColley added that he does listen to the community. Board Member Yanez added that he gets asked questions around town and he does listen to what the community has to say.

Mr. Rodriguez then questioned the Board on the fact that the Sea Dragons are on the District's website. Is the District sponsoring the Sea Dragons? The Board was not aware of this. Eileen Wolfe asked why Bruce Irwin was writing a Grant for the Sea Dragons. The Board did not have any information on this.

Kelley King asked why Bruce Irwin was meeting with School Superintendent Don Armstrong about a High School Swim Team. Eileen Wolfe asked if there is a way to be able to include other swim teams. Chairperson David Yeomans said that he would like to see that.

Budget-Chairperson informed the public that there would be weekly Board meetings scheduled.

Rainbow Perkins suggested that we could have a thrift store to help the District where used and new clothes as well as used and new books could be sold. Also, she would like to see a snack bar, café, tropical plants throughout the Center so that people could feel

like they are on vacation. Rainbow also suggested hosting a movie night.

Meg Courtney, Ft. Bragg City Council, asked what the money that was found was. Jon McColley explained that there is a quarter million dollars that will be given to the District upon completion, \$150,000 of donations and the \$220,000 that was held back and the District is applying for.

Chairperson told the public that the facility has been projected to bring in 50-60% cost recovery the first year. Board Member Yanez added that we need the public.

Charles Brandenburg asked if the District is hitting the 50% margin and Chairperson answered that per the reports that we now have he thinks that we are getting close.

Mara Thomas asked about the \$7000 spent on pool supplies. Johanna Jensen asked about the \$2085 and ongoing fundraiser of \$10,415 and how it relates to Mc Dog to which Chairperson Yeomans explained that Mc Dog still needs a patio, irrigation systems and some other features. Johanna said that the Mc Dog Committee has taken the project on and the District does not need to worry about it.

Melissa Ivankay pointed out that in the narrative of the Budget the Sea Dragons Swim Team are listed as passes.

Rainbow said that we can probably use volunteers since money is tight and anyone in the public that would like to volunteer please call us.

Lynne Baumgartner asked about the possibility of having a corporate package. Also, what has happened to the \$10 a month that was being charged in the water monthly bill? It seems this is no longer happening.

Bob Rodriguez reminded the Board that home owners are already paying the District be cautious on pursuing more money.

David closed the public hearing. Jon wanted to add that currently the swim team has 37 kids and the Budget is based on 50 kids. Action item-ability to track swim team separate. Cindi Whitlock asked if there are any limitations on the swim team passes.

Board Member Bob Krebs would like to approach the City as well as the lodging community for the possibility of a tax % for the District. Board Member Jon McColley said that he thought that the corporate idea was a very good one.

Susan Larkin is confused on who did the Budget and Chairperson answered that Beth Pine had started it, Bruce Irwin had worked on it, and Chairperson Yeomans had finished it. Susan thanked Chairperson. Mara Thomas added that we owe David a big thank you for putting together the Budget.

Chairperson announced that there will be a community meeting around the fees in December. He added that we need community involvement as well as embrace the

community.

Chairperson Yeomans said that the Financial Statements for July and August are what we did the first two months of the Fiscal year and asked Michelle Gordon if it would be possible to get the September Financials by next week because we need to understand where we are financially.

Eileen Wolfe made corrections on both the September 16th and October 16th minutes. Correct Sallie's name as well as Jon McColley's. September 16th Eileen addressed the Board about being tired of hearing how bad the Sea Dragons had it. September 16th Aquatic Director to train "Red Cross Water Park Guard". September 16th correct Yeomans and D'Ann's name.

Jon moved to approve both minutes as corrected and Cesar second.

David Yeomans has concerns about general claims. He added that in the current financial situation there will be no spending except with authorization by a person in-charge.

Jon McColley pulled claims out of consent calendar. Bob Krebs second.

Eileen Wolfe said that in September there was \$75.00 in Finance charges because the bills were not approved in time. David responded that there will be weekly Board meetings where the claims can be approved in a timely manner. Ms. Wolfe added that Harvest Market gives a 10% discount to businesses and that she had had a question about Advent but that Vivian had clarified it. Chairperson Yeomans said that there will be weekly meetings where bills can be approved in a timely manner.

Motion to approve September pool claims \$257,517.35 by Chairperson- Harold Sipila second.

Chairperson motioned to approve regular claims in the amount of \$71,578.10, Cesar Yanez second.

Ms. Wolfe was concerned about the temperature of the water in the pool and said that Sallie Werson was only able to swim a half an hour due to the pool temperature.

Eileen said that a couple of items have not been taken care of yet, the mats for the women's showers and grab bars are not in all the showers. There is still standing water in the women's locker room. David said that Gerard had stated that the floor guys would come back until the floors were done correctly.

Susan Larkin is concerned with the number of broken work out machines. She asked Vivian and Bruce said that he was taking care of it. Greg Fallon stated that he was in contact with the manufacturer and they would be coming out to check it out.

Chairperson Yeomans reported for Project Manager Gerard Morris- Gerard is doing the punch list, there is one item left the copper pipes need insulating layers. Another concern is that the roofing system was not installed how it was designed. The building inspector will not sign off the roof until the problem is corrected.

Mou-Kudos- Chairperson stated that it looked like a simple agreement. Asked Ms.Pine if she could elaborate on it. Beth said that basically the tutors are interviewed by Safe Passage and they Safe Passage sends them to Kudos where they get fingerprinted and become an employee of MCRPD.

Sage reported on Electronic Time Cards which is a very simple process. The employee clocks in and out all the data is exported to a spread sheet and would cut Michelle Gordon's time in half. The system can track comp time, sick time, and over time. Kathie Ittel asked if it has the facility for supervisory review and Sage answered that it does. Eileen Wolfe recommends the District that it changes to Sage's system. Sage also explained that the system back up is in Texas and San Jose. This system would cost about \$500 total. Jon McColley proposed that the District move to electronic time sheets Harold Sipila second. Bob Krebs recommended that the system be approved for \$500 start up cost. Chairperson motioned all in favor.

Chairperson Yeomans discussed the reports that track attendance. These reports are broken into Drop Ins/Cash/Room Rental/Classes. The reports that were run for these meetings were dated August 22nd- September 22nd, September 22nd-October 19th and the whole month of September. These reports indicate the following:

Passes-\$25,134
Classes-\$15,000 per session (5 weeks)
Facility Admission-\$12,968
Facility Rental-\$5447
Average Totals For Reports

Room Rental needs to be promoted for growth. The Marketing Committee will be working on this.

Kelly King asked if when speaking of classes does that mean swimming only, Chairperson answered no. Eileen asked that Vivian report on the Marketing group. Vivian De Armas, Administrative Assistant reported that the group has now met twice. The first meeting consisted of flyers being created and posted all over the Coast, Chamber, schools. Also reported that there is a group of 64 Soccer Teams coming the weekend of 24-25 and Vivian was able to contact the lead person and they will be including the Community center in their program. Gabby and Sage have been working on posting the Center in Facebook and Melissa Ivankay and Johanna Jensen will be working on an Action Plan.

Mara Thomas asked about the bank balance, Chairperson stated that he believes the Starr Center revenues are higher than what Michelle Gordon projected.

Prop 1A tabled until next week's Board meeting. Council said that he has been reading a bit of it and has some concerns. Melissa Ivankay reminded David that the deadline is November 1st.

David introduced Kathie Ittel, David said that Kathie had come to him that she could help our organization. The Board has spent time with Kathie as well as the Staff. Kathie understands what needs to be done, how the Staff needs to operate, there needs to be a solution for working together and getting things accomplished.

Ms. Thomas voiced a concern that hiring Kathie Ittel could be a conflict of interest. Board Member Bob Krebs stated that Kathie had met with the Staff and she told how it is.

Kathie said that her role is to guide organizations to accomplishments. Accountability is her role.

Rainbow Perkins asked Kathie how she coaches Kathie answered that she identifies what the Committee wants to accomplish.

Jerry Thomas asked Kathie if she thought a community forum would be beneficial for the District and instead of her spending 50% of her time it could be 2% of her time. Bob Rodriguez asked Kathie what she sees is the problem and Kathie answered accountability and organization. Bob asked the Board if they had any comments about Kathie to which all members answered that they feel that Kathie is great.

Chairperson Yeomans said that Nice Alderman and Kathie Ittel suggested a Board Retreat. A time that the Board can get together to brainstorm aside from the regular Board meetings. Kelly King explained that it was not like a vacation but meetings. A Special Board Meeting was recommended by Jon McColley and it was scheduled for Friday October 30th at 9:00 a.m. MCTV will only be filming the Regular monthly Board meetings.

Recommended approval of the Skate Park tabled for October 30th meeting.

Mara Thomas and Dr. Peter Glusker discussed the Petition. They stated that 200+ community members are concerned about management. It has also come to their attention that Mr. Irwin is telling Staff that Beth Pine wants her old job back which is not the case at all.

Dr. Glusker said that the Board has been reduced to doing Mr. Irwin's job which he is not capable of doing. Dr. Glusker followed by proposing steps which are as follows: obtain the resignation of Bruce Irwin and Greg Fallon, which will change the morale at the District and avoid the Staff from taking legal action. This resignation would save the District \$137,000 a year in salary and benefits. In the interim Charlie Boise would work to assist the District. These steps Dr. Glusker feels would restore the community's trust in the District.

Bob Krebs added that personnel matters will not be discussed in open meeting. Bob

Rodriguez told Board Member Harold Sipila that he thought Sipila's answer to the Staff about signing the petition was intimidating. Harold said that was not his intention at all and that what he had said was that the District has a process in which they handle Personnel matters and signing a petition was not the correct way. Eileen Wolfe said that she understood. Kelly King said that she agrees that employees need to file grievances properly. Bob Rodriguez said that there were attempts by the employees to file complaints. Cindi Whitlock explained that employees are fearful and do not feel comfortable or safe complaining.

Bob Rodriguez said that the Sea Dragons only have 1-20 swimmers at times and 2-4 swimmers per lane. Bob added that the Sea Dragons could give up some lanes or times. He is in favor of a High School swim team and at this time he is giving up any attempt of having a swim team at this facility. Chairperson said that he does not agree with the arrangement that is currently in place. Kelly asked the Board if there is anything that they need from Bob and David said that currently there is an agreement that the District cannot back out of. David added that he is not satisfied right now and he will commit to creating a policy that fairly addresses pool use by multiple swim organizations. Bob Krebs said that he did not want to have brought up the fact that the children do not feel comfortable around Bob.

Melissa Ivankay reported that November 5th at 6 p.m. there will be a meeting for "Friends of" at the C.V. Starr Center and their next Board meeting will be October 29th. She also added that the Board needs to decide how to proceed on the Tile Placement. Ms. Ivankay reported that "Friends of" was approached by the city to assist with the Skate Park and there will be a Silent Auction October 31st.

Tessie reported that that she had a lifeguard class and she interviewed 11 and hired 11. The 25th Annual Aquathon is scheduled for November 14th and there will be scholarships to children who cannot afford swim lessons. Donna Yates gave \$500 towards the scholarships. Chairperson asked Tessie how many lifeguards are needed at the pool. Last Saturday he saw 50 kids in the pool and 13 lifeguards.

Greg Fallon said that he would like to invite the people from Newark out to visit our facility.

Peg Levy-Brown reported that the October 19th meeting of the 7-11 committee had a very strong positive statement. They are now asking for projections for the next two years and current financials. She had received a letter from Katherine Stone but was not able to open the attachments. Board member Jon McColley said that they would like to see that Center have more programs and the school board members would also like to have a long term lease. The next meeting is scheduled for November 3rd and November 19th. The November 3rd meeting Peg needs people to attend.

Meeting adjourned at 10:45 p.m.

Respectfully Submitted by: Vivian De Armas, Administrative Assistant