



REGULAR BOARD OF DIRECTORS MEETING
CV Starr Community Center
300 South Lincoln Street
Fort Bragg, CA. 95437
Wednesday, July 17, 2019
5:30 P.M.

MINUTES

1.0 CALL TO ORDER

- Meeting called to order at 5:31pm
- Board Members Present: Leslie Bates, Barbara Burkey, Kirk Marshall, Bob Bushansky, John Huff

2.0 APPROVAL AND ADOPTION OF AGENDA

- Barbara Burkey requested that discussion/actions items be moved to before the staff reports due to time constraints of hers.
- It was approved as amended.
- M/S/C: Burkey/Marshall/Unanimous

3.0 PUBLIC PARTICIPATION NON-AGENDA ITEMS

- None.

4.0 STAFF REPORTS:

4.1 MCRPD Activity Report

- Dan Keyes gave the report.

4.2 Performance Measures Report

- Carly Wells gave the report.

4.3 CVSCC Activity Report

- Donice Lehnhardt gave the report.

4.4 CVSCC Maintenance Report

- Dan Keyes gave the report.

5.0 OTHER REPORTS:

5.1 California Recreation Alliance

- John Huff reported that they completed a couple more classes out at the property. Another vehicle had been removed that had been reported stolen. There are some more classes scheduled for august.

5.2 Friends of MCRPD

- Susan Larkin provided an email that though they did not meet last month they have still been awarding scholarships.

5.3 South Coast

- Leslie Bates reported that the swim lessons went well on the south coast, she just wishes that they could be offered more than once a year. RCRC is looking for letters of support for their grant application. They would like a letter of support from MCRPD which would be either an unspecified amount of volunteer time or an unspecified amount of money. This will need to be voted on by the whole board. This would need to be done by early August. Dan suggested that they hold a special meeting in order to get the letter of support. The board agreed to hold a special meeting to provide a letter of support. This needs to be done by August 4th which is when the grant deadline is due.

5.4 Mendocino Coast Botanical Gardens

- Kirk Marshall reported that the Gardens have been booming this summer with many visitors. They are still concerned about PGE shutting power off to the gardens, so they now have bids out for generators in case such a problem should arise. Water is also a concern, that if it is being provided to the public, it needs to be monitored and recorded in order to do so. They will need to have someone with a water license to check their system and ensure they compliance. This is being prompted by inquiries by the State.

5.5 Regional Park Committee

- None.

5.6 Finance Committee

- Bob Bushansky reported that the MCRPD and CVSCC financials are looking good for this time of the year.

5.7 Board of Directors

- Barbara Burkey reported that Pt. Arena has been holding various meetings regarding parks and trails and got some input from locals about how they would like to see happen around the community.

6.0 DISCUSSION/ACTION

6.1 MCRPD Workplace Illness and Injury Prevention Program

- Dan Keyes gave an overview of the Workplace Illness and Injury Prevention Program.
- Barbara Burkey suggested the document be signed off by every employee to acknowledge that they have read the policy. Moneque said that during the hiring process that can be arranged to ensure that all employees read the program.
- A motion was made to approve the MCRPD Workplace Illness and Injury Prevention Program as presented.
- M/S/C: Marshall/Burkey/Unanimous
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7.0 CONSENT CALENDAR

All items under the consent calendar will be acted upon in one motion unless a board member requests that an individual item be taken up under DISCUSSION/ACTION

- 7.1 Approval of minutes for board meetings and standing committees: 06-19-2019 Regional Park Committee Meeting Minutes, 06-19-2019 Finance Committee Meeting Minutes, 06-19-2019 MCRPD Regular Board of Directors Meeting

7.2 Approval of financial documents, as recommended by the Finance Committee:
MCRPD financial statement, May 2019; CVSCC financial statement, May 2019;
CVSCC check register, May 2019; MCRPD check register, May 2019

- A motion was made to approve all items on the consent calendar.
- M/S/C: Bushansky/Bates/Unanimous

8.0 **ADJOURNMENT**

- Barbara Burkey excused herself from the meeting at 6:30pm.
- Meeting adjourned 6:31pm.