



**REGULAR BOARD OF DIRECTORS MEETING**  
**Remote Meeting**  
**Wednesday, December 15, 2021**  
**5:30 P.M.**

**MINUTES**

**1.0 CALL TO ORDER AND ROLL CALL**

- Call to order and roll call 5:31pm
- Board members present: Leslie Bates, Bob Bushansky, Barbara Burkey, John Huff, Angela Dominguez

**2.0 APPROVAL AND ADOPTION OF AGENDA**

- The agenda was adopted with no changes.
- M/S/C: Burkey/Bushansky/Unanimous
- Yeyes: Bates, Burkey, Bushansky, Huff, Dominguez

**3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS**

- None

**4.0 STAFF REPORTS:**

4.1 Administration Report (Moneque Wooden)

- Wooden gave her report
- Burkey said she was thankful for Wooden stepping in to help out the aquatics staff by taking the Lifeguarding class.

4.2 Maintenance Report (Paul Kelley)

- Kelley gave their report
- Kelley said that he is working on boiler issues and met with a technician where he was given a know-how with the circuit boards. Kelley and the Maintenance Coordinator are working together with the boilers to make sure they are up and running properly.

4.3 Guest Services Report (Carly Wells)

- Wells gave their report
- Registration for the January-February programs begin on Monday, December 20.
- Burkey said she was very pleased and hopeful for the community's interest in the District's programs.

4.4 Recreation Services Report (Kimberly Ramey)

- Ramey gave their report
- Burkey said she was grateful for the South Coast Santa visit with Ramey and Santa Tony, and that both adults and children participated in seeing Santa.
- Ramey said she is excited for the upcoming youth basketball league.

## **5.0 OTHER REPORTS:**

### **5.1 Friends of MCRPD**

- No report
- Wells said Susan Larkin has been issuing scholarships and is happy to have MCRPD/CVSCC advertise their scholarships for their programs and memberships.

### **5.2 South Coast**

- Bates gave their report: progress continues, high hopes all around.

### **5.3 MECCA**

- No report.

### **5.4 Mendocino Coast Botanical Gardens**

- Burkey stated there was enthusiasm for the Festival of Lights, which ended up being a big success and the Gardens is doing very well.

### **5.5 Personnel Committee**

- No report

### **5.6 Regional Park Committee**

- Bushansky said he spoke with Cesar Yanez former MCRPD board member, current Rotary member, who expressed a possibility of Rotary helping with volunteers in cleaning up the Regional Park.
- Burkey said she met with Keith and was physically shown the dump sites that are currently present. She is looking forward to the clean up of the property in the spring.

### **5.7 District Services Committee**

- No report

### **5.8 Finance Committee**

- Bushansky said that revenue is low, but we are in good shape for when the District does open up completely. CVSCC sales tax and Rec. & Park property tax have been essential in keeping the Center and the District going.

### **5.9 Board of Directors**

- No report

## **6.0 DISCUSSION/ACTION ITEMS**

### **6.1 MCRPD Gymnastics program**

- Wooden said emails have been received from realtors looking out for spaces for the gymnastics program. No concrete leads as of right now. She plans to meet with staff and go over with plans for this program.
- Unanimous that the board all spoke in favor that the District should hold onto the equipment and give staff time to properly look at it. Staff have been a blended group taking on responsibilities between each other and working hard to make everything work accordingly. More staff is needed so supervisors have the opportunity to look at things.
- Bushansky mentioned the mats recently purchased were fairly expensive, selling them now would only get the District pennies on the dollar.
- Wooden said staff recognizes that equipment can be used for other programs and entities.

- Hayes said that she understands the board is pleased that gymnastics needs to continue in the community. Hayes plans on continuing to teach gymnastics and has been trying to find solutions. Hayes feels that the best solution would be for all possible organizations to collaborate and bring gymnastics back to the community. Hayes has mentioned her involvement in finding a space for the program and is concerned that it will be a problem in the future. Hayes has reached out with Flynn Creek Circus' insurance and spoke with CAPRI who said there are possibilities to move forward in terms of partnerships with other organizations. Hayes said it is possible to surplus, buy, and return the equipment to the District. Hayes mentioned that CAPRI said there are legal pathways for such a thing to happen, there is no reason for the Recreation District to be unable to do a partnership. Hayes hopes that this will be explored and reached out to CAPRI by the board. Hayes said that Flynn Creek Circus can set up a tent at the Mendocino Coast Botanical Gardens and pay a reasonable rent, which will be a mutually beneficial program for all three organizations. Hayes said the Recreation District needs to have less emphasis on revenue made from programs especially in terms of this program.
- Huff said he is open to any type of collaboration for programs to happen. Huff does not want to see the equipment sold and would like the District to keep the equipment and have the program run by them rather than have gymnastics as a private program. Huff said he spoke with a real estate broker who went out to look for a rental place for all parties, and that there is a possibility to use the old Sears building among other places and see if anything can be done. Huff said he is open to talk to CAPRI and have a discussion and eliminate unrealistic ideas and have ideas discussed with everyone to have a positive outcome. Huff said he would not like to see the District and the public to lose the gymnastics program and the equipment forever.
- Wooden said she spoke with CAPRI and said that liability follows the equipment. Wooden said that per CAPRI, renting the gymnastics equipment risks liability of the AB5 Act. Wooden said the District could be seen as subsidizing the business.
- Hayes said that she has asked to loan or rent the equipment or talk to the board but was immediately shut down. Hayes said that a representative from CAPRI told her that loaning or renting was proper methodology.
- Burkey said we are at an impasse and suggested having ADHOC committee look into the possibility of partnerships.
- Bushanksy said it was time to have a motion, and that it was not a good idea to get rid of the equipment right now.
- A motion was made to direct staff to hold onto the gymnastics equipment and continue their effort to find a facility to operate the gymnastics program or another program which would utilize the equipment.
- M/S/C: Bushanksy/Bates
- Yayas: Unanimous
- Nayas: --

- Bushanksy expressed his appreciation to all the staff and Hayes for her 36 years of teaching gymnastics in our community.
- Hayes said she is hopeful for ADHOC committee to move forward with solutions for the gymnastics program.
- Burkey said that there is more staff on board to help out finding a solution, but staff need to be allowed to do their jobs properly and prevail in order for a solution to be found. Burkey said that more time is needed.
- Wooden said that there is a District Service Committee that oversees programs run by the District.
- Huff said he is happy to work with Wooden and Hayes and find what is needed for the gymnastics program to be provided by the District.

#### 6.2 Consideration of updated salary schedule

- Wooden explained that in April 2021, a new pay scale was introduced to start in January 2022 and believe that this pay scale would be ahead with competing business and would allow to get more employees onboarded. Wooden said that no one could foresee the workforce shortage that is happening across the nation and that the adopted pay scale was no longer competitive with other business. Wooden said that the District needs to be able to retain the employees that they have and that a dollar increase would provide that opportunity and bring new ones in.
- Burkey mentioned that the minimum wage will go up another dollar next year.
- Wooden said that the pay scale that was adopted in April has already taken the minimum wage increase into account.
- Huff said that a dollar increase is a great idea, but also does not think a dollar would cut it. Huff said we need to be a place people want to go to work, with flexible days and hours.
- Wooden said that current employees were hired on starting at Step 2 of the adopted pay scale, and that employees that came back to the District were hired on at the rate they were making before the closure due to COVID-19. Wooden said that the District will remain within the 2021/2022 Budget even after reviews are done for full-time employees and the additional dollar step increase.
- Bushansky said that retention raises were implemented a few years ago, and that everyone was satisfied then. Bushansky said that currently every place is hiring, and we should weigh whether or not we can afford a higher increase. Bushansky said that as the city owns the CVSCC facility a higher increase should also be looked at by the city. Bushansky said that if salary is increased for employees, fees for programs and memberships would be increased which would hurt the public.
- Wooden said that we are under budget with the dollar increase and step increases and that a two dollar would require meeting with the city to crunch numbers.
- Huff said he would like to see more benefits for employees.
- A motion was made to recommend the approval of the \$1.00 increase to the current Employee Salary Schedule. The increase is to become

effective immediately and will be reflected on paychecks issued December 23, 2021

- M/S/C: Bushansky/Huff
- Yeyes: Unanimous
- Naves: --
- Bob Rodriguez, former District employee, said he would like to see an outreach program implemented to the high schools to get students interested in working for the District.
- Wooden said that an outreach is already happening with the Mendocino and Fort Bragg high schools.
- Ramey commented to Mr. Rodriguez that lifeguard prep classes are also being given to encourage people to sign up and become lifeguards and prepare them for the actual lifeguarding class.

#### 6.3 2022 Regular MCRPD Board of Directors Meeting Schedule

- Huff said he would like to see a second South Coast meeting in Gualala.
- Burkey said that was a good idea.
- Huff said that he can make sure center is available the meeting to take place.
- Wooden proposed on having the South Coast meeting next November or December due to the current weather.
- Burkey said that the river floods and that a meeting in July or August would be preferential due to weather conditions.
- Huff suggested switching around the schedules for each location to accommodate meetings.
- Bates mentioned that the community center in Gualala can be used for meetings, and she would be the person to talk to about having a meeting there.
- Corrections to the board meeting calendar are as follows: August meeting will be at the CVSCC in Fort Bragg, September meeting will be in Gualala with the location to be determined, and the November meeting will be in Westport tentatively at the Fire Department.
- A motion was made to approve the 2022 Board Meeting Calendar as corrected.
- M/S/C: Bushansky/Bates
- Yeyes: Unanimous
- Naves: --

#### 6.4 Nomination and Election of Board Officers

- Wooden said that the board members shall nominate a Chair, Vice Chair, and a Secretary for the upcoming year and that it is time for everyone to reelect the positions.
- Wooden said that the first position to elect is the Chair
- Bushansky nominated Burkey for the Chair.
- Bates seconded that motion.

- The voting was unanimous.
- Wooden said that the second position to elect is the Vice Chair.
- Bushansky nominated Bates for the Vice Chair.
- Burkey seconded the motion
- The voting was unanimous.
- Wooden said that the third position to elect is the Secretary.
- Burkey nominated Dominguez.
- Huff seconded that motion.
- The voting was unanimous.

#### 6.5 Board Member Standing Committee Assignments

- Wooden said it was time for nominations for the committee members.
- Burkey asked to go over the description for District Services Committee.
- Wooden gave the description for District Services Committee.
- Burkey started nominations for the Finance Committee and commented that it has been Burkey and Bushansky in the past.
- Bushansky nominated himself.
- Bates seconded that motion.
- The voting was unanimous.
- Burkey nominated herself.
- Huff seconded that motion.
- The voting was unanimous.
- Burkey started nominations for the Personnel Committee.
- Burkey nominated herself.
- Bates seconded that motion.
- The voting was unanimous.
- Huff nominated himself
- Bates seconded that motion.
- The voting was unanimous.
- Burkey started nominations for the Regional Committee.
- Dominguez nominated herself.
- Huff seconded that motion.
- The voting was unanimous.
- Bushansky nominated himself.
- Huff seconded that motion.
- The voting was unanimous.
- Burkey started nominations for the District Services Committee and commented that in the past is has been Bates and Dominguez.
- Bates nominated herself.
- Huff seconded that motion.
- The voting was unanimous.
- Dominguez nominated herself.
- Huff seconded that motion.
- The voting was unanimous.

#### 6.6 Board Member Committee Assignments

- Burkey asked if nominations are needed.
- Huff said he would like to remain the same.
- A motion was made to have Board Member Committee assignments remained the same as 2021.
- M/S/C: Bushansky/Bates
- Yeyes: Unanimous
- Naves: --

#### 6.7 MCRPD Service Award Nomination

- Wooden said that MCRPD recognizes a member of the community for their support to the District. Wooden said she would like to recognize Melissa Ivankay for her continuous support and help towards the District for KUDOS programs, ales tournament, among other programs. Wooden said that Ms. Ivankay should receive this award.
- A motion was made to approve the nomination of Melissa Ivankay for the 2021 MCRPD Service Award.
- M/S/C: Bushansky/Huff
- Yeyes: Unanimous
- Naves: --

### **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: 11-17-2021 Finance Committee Meeting Minutes; 11-17-2021 Regular Board of Directors Meeting Minutes

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD Financial Statement September 2021; MCRPD Financial Statement October 2021; CVSCC Financial Statement October 2021; MCRPD Check Register October 2021; CVSCC Check Register October 2021

7.3 This legislative body previously adopted Resolution No. 21-04, authorizing this legislative body to conduct remote “telephonic” meetings. Government Code 54953(e) (3) authorizes this legislative body to continue to conduct remote “telephonic” meetings provide that it has timely made the findings specified therein. “The Mendocino Coast Recreation and Park District Board of Directors reconsidered the circumstances of the state of emergency declared by the Governor and at least on one of the following is true: (1) The state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (2) State or local officials continue to impose or

recommend measures to promote social distancing”. AB 361 – Brown Act – Remote Meetings During State of Emergency

- A motion was made to approve all items on the consent calendar.
- M/S/C: Bushanksy/Bates
- Yeyes: Unanimous
- Naves: --
- Wooden said that 7.3 on the Consent Calendar needs to be adopted every 30 days.

## **8.0 ADJOURNMENT**

- Meeting adjourned at 6:49pm