

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, March 26th, 2020 11:30 a.m.
Held via zoom**

Board Members

Kylee Smith
Martin Lutz
Amy Warthen
Jason Ullmann
Mark Plantz
Mike Brown
Christina Files

Staff Members

Mari Steinbach
Jeremy Master
Tracie Rief
Samantha Vallejos
Liz Gracesun
Justin Mashburn
Lorie Orme
Cindy Marino

Guests

Call to Order

Board President, Director Ullmann, called the March 26th, 2020 Board of Directors meeting to order at 11:35 a.m. Roll Call was taken, all Directors were present

Open Forum

Nothing was brought forth at Open Forum

Staff Anniversaries: Miguel Lopez, March 6th, 11 years FT (20 yrs. including PT)

Miguel will be presented his award once we resume face to face board meetings.

MRD Board Resolution 2020-4 Resolution for Adoption of an Electronic Participation Policy for District Board Meetings during a Local Disaster Emergency

Director Ullmann reviewed Resolution 2020-4, explaining that the urgency allows Jason as the President of the Board to sign and adopt the document, which will then have to be approved and ratified in the future when the Board can meet in person.

Status Update 2020 Election

Executive Director Mari reviews the steps that the Recreation District could do moving forward for the 2020 Election. Special Districts can lobby to postpone and seek a grant for funds for a mail in ballot; a mail in ballot would cost approximately \$20,000. We can keep May 5, 2020 as Election Day by passing a resolution to move the location for our election to the Recreation Center. A Special Meeting via Zoom would be required, to pass a resolution naming an amendment to the polling place.

Status Updates Capital Purchases

- a. CRC Hot Tub: This is moving forward, but no new updates until Mari speaks with Liz Gracesun, Aquatics Coordinator
- b. CRC Maintenance Shed: The shed is moving forward, under budget
- c. Holly Park: This project is going well, there is a construction meeting today. We are working with The City on the monument sign and kiosk and reviewing any changes that may be made.

These are the only items from the 2020 CIP Budget that we are moving forward on, all other CIP items are on hold and may be moved to the 2021 Budget. The Directors and Staff are expressing concerns for our part-time staff who are currently not on payroll and when we do reopen, will they be back to work with MRD or move on to different jobs.

Status Updates Financial

Mari is gathering numbers and will be able to present a clearer report next week, Bill Bell is advising a drop in revenues to be at least by 25%.

Personnel Update

- a. **Awards Programs: Coz Sisneros Staff Service Award; Bynum/Ullmann Volunteer Service Awards will be postponed to a later date**
- b. **COVID-19: Paid Leave and other personnel policy considerations**
Mari and Samantha Vallejos, HR Generalist, are reviewing all aspects of unemployment and furlough, to be sure we follow guidelines due to the COVID-19 shutdown. All staff working during this time are keeping records and making weekly work plans.

Committee Updates and Assignments

Outreach: Amy and Mark, Board; Wade, Tracie, Matt and Melissa, Staff. We are providing the free lunch meal delivery during COVID-19 school closure, this involves 6 staff. John has Fitness Instructors making Fitness YouTube videos, Katy is ramping up our Social Media, and Justin and John are checking out equipment

Executive Committee of Board: Jason, Martin, Board; Staff: Mari, Staff. Met to review the BOD Meeting agenda.

Administrative: Mike, Martin, Board; Jeremy, Lorie, Samantha, Staff. Have not met since last BOD Meeting

Foundation: Amy, Kylee, Board; Mari, Cindy, Staff. March 12th meeting, Dancing with the Stars is going to be evaluated to decide if we are going to be a part of it 2021. Triathlon, work in progress. Jim Huffman has passed away, he was very dedicated customer and volunteer on our Climbing Wall, his wife Marion, also a volunteer, want to set up a memorial fund for Youth Scholarships through our foundation.

Growth: Jason, Christina, Board; Mari, Liz and Justin, Staff. Have not met since last BOD Meeting

Montrose Urban Renewal Authority: Mark: They are working on big projects; river restoration, hotel and housing incentives.

MRD February Financial Report and Colotrust Bank Statement Summary

a. Executive Director update

Mari had shared her update earlier at Financial Status Updates

Approval of 02.27.2020; 03.16.2020 BOD Meeting Minutes

A motion to approve the minutes from 02.27.2020 was made by Director Lutz, seconded by Director Smith. The motion carried 6 - 0 -1 Director Plantz sustained from voting, he was excused from the 02.27.2020 meeting.

A motion to approve the minutes from 03.16.2020 was made by Director Plantz, seconded by Director Lutz. The motion carried 7 – 0

We are going to schedule a Special Board Meeting. The date is yet to be determined and will be announced

Adjourn

The meeting adjourned at 1:25 p.m.

Next Regular Meeting

Thursday April 23rd, 2020 at 11:30 a.m.

**Due to the COVID-19 emergency, this meeting will be held electronically
Via Zoom**