

**Montrose Recreation District
Board of Directors Meeting Minutes
Thursday, April 23, 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
Melissa Lords
John Wagner
Jada Redmon
Miguel Lopez
Wade Ploussard

Guests

Mark Dreher
Paul Wiesner

Call to Order

Board President, Director Ullmann, called the April 23rd, 2020 Board of Directors meeting to order at 11:34 a.m. Roll Call was taken, all present with exception of Director Lutz, who had not connected yet via Zoom

Open Forum

Nothing was brought forth at Open Forum

Staff Anniversaries: Jada Redmon, 3 years on 4/12; Amy Russell, 1 year on 4/18, Once we resume face to face board meetings we will present certificates.

Director Lutz was connected 11:39 a.m. to join the meeting.

Status Update 2020 Election

Executive Director Mari reviews the steps that the Recreation District will be taking during our election May 5th, we will be practicing social distancing, requiring face coverings, gloves and screening questions prior to the building entrance. Our day will be monitored with the election judges, plus ED Mari, Jeremy and Tracie for the entirety of the voting day. The Thursday prior we will conduct a Facebook live candidate forum event with the four candidates.

Status Updates Capital Purchases

- a. CRC Hot Tub: This is currently moving forward, Liz Gracesun, Aquatics Coordinator is looking at an early July install. The board reviewed moving forward with the company that has done the leg work, if delayed additional costs or paying them for the current work with guarantee to have them come in at a later date to finish, we will be considering the options
- b. CRC Maintenance Shed: The shed is moving forward, under budget with our Maintenance Team doing a lot of the work on their own.
- c. Holly Park: This project is going shaping up, trees planted and the progress is looking good. We are looking at a June 12th completion date.

These are the only items from the 2020 CIP Budget that are moving forward; all other CIP items are on hold and may be moved to the 2021 Budget. With significant discussion, the Board was in unanimous agreement to defer the hot tub project until such time as it is feasible to resume. That would be summer at the earliest, pending review of operations and District finances. ED Mari was directed to negotiate payment for the design work, which has already been encumbered, as necessary. The Board emphasized the intent to resume this project when it makes sense to do so.

At 12:15 p.m. Director Plantz left the meeting

A motion to amend the agenda to combine Item VI Status Update Financial with and Item IX March Financial Report made by Director Files. Seconded by Director Warthen. The motion carried 6 – 0.

Personnel Update

a. Active Hiring report- summer

Jeremy, Operations Manager, reports he and Tyler Morales, Summer Adventures Coordinator are interviewing and will be doing a great deal of modifications. They are unable to use the schools, and with COVID-19 restrictions they will have more limitations, we plan to use the Field House. Other hires will be for umpires, score keepers, guards and swim aides, we are moving forward but hires may be in smaller numbers than the norm.

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 to ramp up our Social Media

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. Have not met since the last BOD Meeting

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

Montrose Urban Renewal Authority: Mark: Have not met since the last BOD Meeting

MRD March Financial Report and Colostrust Bank Statement Summary

Our expenses are down by a considerable amount, currently we are showing a revenue reduction 28%, and our programs will have a sizable hit. Annual Pass sales, all installment billing seized at this time. We should expect a 25% cut in our sales tax revenue, we have been told may be less as we are saved by the big box stores that have remained open.

a. Executive Director update

Staff are using Facebook, we have had Bingo, Scavenger hunt in our monthly newsletter, Water Safety Wednesdays, Quarantine 15, fitness YouTube videos. We are all working on emergent operations planning, moving step by step for our policy and procedures.

Approval of 03.26.2020; 04.09.2020 BOD Meeting Minutes

A motion to approve the minutes from 03.26.2020 was made by Director Lutz, seconded by Director Smith. The motion carried 6 - 0

A motion to approve the minutes from 04.09.2020 was made by Director Lutz, seconded by Director Smith. The motion carried 6 – 0

Adjourn

The meeting adjourned at 12:50 p.m.

**Next Regular Meeting
Thursday June 25th, 2020 at 11:30 a.m.
Community Recreation Center, Party Rooms
16350 Woodgate Road
Montrose CO 81401**