

**Auburn Area Recreation and Park District
Minutes
of the Meeting of the Board of Directors
Thursday, December 17, 2009, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA**

Board Members

Present: Vice Chairman Jim Gray
Director Gordon Ainsleigh
Director Scott Holbrook
Director Jim Ferris

Board Members

Absent: Chairman Curt Smith

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Pamela Vann, Landscape Architect
Larry Gray, Facilities & Grounds Supervisor
Manouch Shirvanioun, Customer Service/Marketing Manager
Sheryl Petersen, Recreation Services Manager
Debbie Thomas, Youth Services Manager
Patricia Larson, Recording Secretary

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:04 p.m. by Vice Chairman Gray.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Joanna McNutt, Facilities & Grounds Crew Leader, was presented with employee of the month for December 2009 from Facilities & Grounds Manager Larry Gray & District Administrator Kahl Muscott.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ferris and seconded by Director Holbrook to approve the agenda as written.

Roll Call Vote

4 – 0 Motion carries

Director Smith was absent.

4.0 PUBLIC COMMENT - None.

5.0 CONSENT ITEMS

5.1 Review and Approval of Minutes of the November 19, 2009 Board of Directors Meeting

5.2 Review of Financials for October 2009

5.3 Review of Financials for November 2009

5.4 Review of Cash Requirements for October 2009

5.5 Review of Cash Requirements for November 2009

A motion was made by Director Holbrook and seconded by Director Ferris to approve the consent calendar.

Roll Call Vote

4 – 0 Motion carries

Director Smith was absent.

6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION

None.

7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

Reports were provided to the Board under separate cover.

8.0 UNFINISHED BUSINESS

None.

9.0 NEW BUSINESS

9.1 Election of Officers and Consider Committee Meeting Assignments

Director Ferris nominated Director Gray as Chairman.

Director Ainsleigh nominated Director Ferris as Chairman, Director Ferris declined the nomination.

The Board appointed Director Gray as the new Chairman of the ARD Board of Directors for 2010.

Director Ainsleigh nominated Director Ferris as Vice Chairman.

The Board appointed Director Ferris as the new Vice Chairman of the ARD Board of Directors for 2010.

Director Ferris nominated Director Holbrook as Secretary.

The Board appointed Director Holbrook as the new Secretary of the ARD Board of Directors for 2010.

Chairman Gray appointed committee meeting members as follows:

Program, Personnel, Policy & Fee	-	Directors Ainsleigh & Holbrook
Legal Review	-	Directors Ainsleigh & Holbrook
Acquisition & Development	-	Directors Gray & Holbrook
Standing Finance	-	Directors Ferris & Smith
Fee Waiver	-	Directors Ferris & Smith
User Group Liaisons	-	Directors Ainsleigh & Gray
District Administrator's Goals & Assessments	-	Directors Holbrook & Smith
Party in the Park Ad Hoc Committee	-	Directors Ferris & Holbrook
Strategic Plan Review & Steering Committee	-	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Marketing & Program Plan Committee	-	District Administrator Kahl Muscott
Media Representative, Sergeant at Arms - & Parliamentarian	-	District Administrator Kahl Muscott

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Revision/update of the CIP list (discussion). The CIP list was reviewed by the Board members. The Rock Creek Pathway will be a discussion item at the upcoming Acquisition & Development Committee meeting.
2. Baltimore Ravine specific plan (discussion). The Board reviewed the information presented on the Baltimore Ravine specific plan. There was consensus that ARD needs to develop a strategy for Baltimore Ravine and present it to the City. Public input is needed. ARD's plan for Baltimore Ravine will be prepared and presented to the Acquisition & Development Committee for their review and forwarding to the Board.

11.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

No action will be taken at this time on any item announced or reported by a Board Member. The Board or a member of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter so reported, or take action to direct staff to place a matter of business on a future agenda.

12.0 Board Members:

Jim Gray, Jim Ferris, Scott Holbrook, Gordon Ainsleigh & Curt Smith

12.1 Chairman Appointed Standing Committees:

Acquisition & Development Committee	Directors Gray & Holbrook
Party in the Park	Directors Holbrook, Ferris & Staff
Program, Personnel, Policy & Fee Committee	Directors Ainsleigh & Holbrook
Finance Committee	Directors Smith & Ferris
User Group Liaisons	Directors Gray & Ainsleigh
Boys & Girls Club Liaison	Director Smith
City Council Liaison	Director Smith
Legal Review Committee	Directors Ainsleigh & Holbrook
Fee Waiver Committee	Directors Ferris & Smith
Committee for District Administrator's Goals & Assessments	Directors Holbrook & Smith

12.2 District Administrator Appointed Standing Committee:

Strategic Plan Review Steering Committee	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
Marketing and Program Plan Committee	Director Ferris & Staff

12.3 <u>Media Representative, Sergeant at Arms & Parliamentarian</u>	District Administrator Kahl Muscott
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13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS

The Rock Creek path and the Baltimore Ravine specific plan will be discussed at the upcoming Acquisition & Development Committee meeting.

14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS

None.

14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

15.0 PUBLIC COMMENT - Public comment was made by Veona Galbraith and Joanna McNutt.

16.0 CLOSED SESSION - The Board went into closed session at 7:10 p.m.

16.1 District Administrator's Evaluation

17.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION - Open session began at 7:15 p.m.

No reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:15 p.m. by Chairman Gray.

Board Secretary

Date

