

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, August 31, 2023 6:00 PM**

Board Members Vice-Chairperson Scott Holbrook
Present: Director H. Gordon Ainsleigh, arrived at 6:19 PM
Director Sue Ingle
Director Mike Lynch

Absent: Chairperson Jim Gray

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Mark Brunner, Recreation Services Manager
Caleb Porter, Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager
Cathy Warford, Recording Secretary

Absent: Manouch Shirvanioun, Customer Service/Marketing Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 PM by Vice-Chairperson Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from Jerry Fisher, Sports Coordinator and ARD-YDL League Director to Coach Isabel Magana.

Presentation from the Mother Lode Foundation of donations to the Youth Assistance Fund and the City Hall/School Park Preserve Pickleball Court Project.

Presentation from Recreation Services Manager, Mark Brunner to Aquatics Coordinator, Patti Waskowiak, as employee of the month for August, 2023.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Lynch seconded by Director Ingle to approve the agenda as written.

Roll Call Vote

Director Ainsleigh – Absent
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

3 - 0 Motion carries.

4.0 PUBLIC COMMENT

Mike Holmes, Auburn City Council, thank the Auburn Area Recreation and Park District for their assistant in the Pickleball Court project. He also mentioned the support letter supporting Dewitt Restoration project which he is highly in favor of.

5.0 CONSENT ITEMS

5.1 Review and approval of Minutes of the Board of Directors from July, 2023

5.2 Review of Cash Requirements for July, 2023 (Standing Finance Committee)

5.3 Review of Financial for June, 2023 (Standing Finance Committee)

5.4 Review of Financial for July, 2023 (Standing Finance Committee)

A motion was made by Director Ingle and seconded by Director Holbrook to approve the Consent Calendar as written.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

4 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Board reports were provided to the Board under separate cover.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 MOU with the Auburn Pickleball Club

A motion was made by Director Holbrook and seconded by Director Ingle to approve the MOU with the Auburn Pickleball Club

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Absent

Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

4 - 0 Motion carries.

8.2 AMENDED MOU between ARD and the City of Auburn

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the AMENDED MOU between ARD and the City of Auburn.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

4 - 0 Motion carries.

8.3 Agreement between ARD and the Sky View Foundation

A motion was made by Director Ingle and seconded by Director Lynch to approve the Agreement between ARD and the Sky View Foundation.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

4 - 0 Motion carries.

8.4 Earthquake Insurance

The item failed (died) due to lack of any motion being made.

8.5 Job Description update for Youth Services Director Position

A motion was made by Director Holbrook and seconded by Director Ingle to approve changes to the Youth Services Site Director job description, including an increase in the pay range for this position and update the Youth Services Associate Site Director's language only as of July 30, 2023.

Roll Call Vote

Director Ainsleigh – No
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes

Director Ingle - Yes
Director Lynch – Yes

3 -1 Motion carries.

A motion was made by Director Holbrook and seconded by Director Ingle to approve the Job Description update for Youth Services Director Position.

Roll Call Vote

Director Ainsleigh – Yes
Chairperson Gray – Absent
Vice-Chairperson Holbrook – Yes
Director Ingle - Yes
Director Lynch – Yes

4 - 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

- 9.1 County Mitigation Fund, current balance \$450,000 – item was not discussed.
- 9.2 City Mitigation Fund, current balance \$83,495 – item was not discussed.
- 9.3 Placer County Investment Report – item was not discussed.
- 9.4 CEPPT Quarterly Investment Report (April – June) – item was not discussed.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION

None.

14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

None.

ADJOURNMENT

The meeting was adjourned at 6:41 PM.

Carly Wainford
Board Secretary

Sept 1, 2023
Date