



BOARD OF DIRECTORS MEETING MINUTES

Tuesday, January 23, 2024, 5:30 pm

Meeting held at Grand Park Community Recreation Center and via Zoom

I. CALL TO ORDER

President Tim Gagnon called the meeting to order at 5:32pm.

II. ROLL CALL/DECLARATION OF QUORUM/CONFLICT DISCLOSURE

Tim Gagnon, Rick Holden, Elle Ennis, Piper Ehlen, and Tom Overton were all in attendance. The Board members had no conflicts to disclose.

Staff present: *Scott Ledin, Ann McConnell, Kristen Webb, Michelle Lawrence, Samantha Pritchard, Jules Sheldon, Michael Schlossnagle, Craig Cahalane, Austin DeGarmo, Brian Brigrance*

Public present (signed-in): *No public were present for the meeting*

III. REVIEW AND APPROVAL OF MINUTES

- a. *January 9, 2024 Regular Board Meeting Minutes: Piper Ehlen motioned to approve the minutes as presented; Elle Ennis seconded; all in favor 5-0.*

IV. OPEN FORUM

The Board provides the opportunity for the public to comment on items not on the agenda. There were no comments for Open Forum

V. ACTION ITEMS

- a. *Review and possible approval of the 401(a) Plan Discretionary Employer Matching Contribution Policy. Elle Ennis motioned to approve the policy; Piper Ehlen seconded; all in favor 5-0.*

VI. DEPARTMENT REPORTS

- a. *Financial Report – December 31, 2023: Ann McConnell gave a verbal summary of the written financial report. District wide year-end revenues came in better than the amended budget, and year-end costs and expenses came in under the amended budget. Year-end net income before capital was \$128,748 better than the amended budget.*

Parks and Rec Combined ended the year with \$3,358,624 in revenues which was \$35,444 better than the amended budget. Year-end costs and expenses were \$43,642 less than the amended budget. Year-end net income before capital was \$79,086 better than the amended budget with District Administration, General Recreation, Parks & Athletics, and the Rec Center all ending the year better than the amended budget. The Rec Center ended the year very strong with a 104% direct cost recovery.

Pole Creek Combined year-end revenues came in a little under the amended budget. Costs and expenses both came in less than the amended budget. Year-end net income before capital was \$619,198 which is \$27,541 better than the amended budget. The Pro Shop, Turf Maintenance, and Food & Beverage all ended the year better than the amended budget.

The Foundry year-end operating revenues were \$1,270,008 which was better than the amended budget. With costs and expenses coming in less than the amended budget, the Foundry ended the year with an operating net income of \$140,376.

District wide capital expenditures for 2023 were \$5,250,396 which includes The Foundry purchase for \$4,261,431.

- b. Pole Creek Golf Club: *Craig Cahalane gave a verbal update to the written report. Jesse is at the PGA Show in Orlando. The Bistro had a busy weekend, Casey and Brenna are doing a great job.*
- c. Grand Park Community Recreation Center: *Michelle Lawrence gave a verbal update to the written report. December at the Rec Center was the busiest month in 5 years, topping 2019 visitor numbers.*
- d. Recreation Programming: *Samantha is working on summer specialty camps and registration should be open February 15th. The last Share Winter ski day is tomorrow. The Daddy Daughter Dance is February 3rd.*
- e. Fraser Valley Sports Complex: *Austin DeGarmo gave a verbal update to the written report. The ice rink was very busy over the holidays. Youth basketball has started with 50 kids participating. HTA is doing a great job grooming the trails at FVSC.*
- f. Facilities Maintenance: *No update to the written report.*
- g. District Administration: *Scott Ledin gave a verbal update to the written report. Scott reviewed and discussed the ongoing heating issues at the Rec Center. Scott and Jeremy are working with Tolin to get the needed parts and repairs completed.*

Scott is expecting to receive a DOLA contract soon so the GPCRC Expansion Project is able to move forward.

The preliminary design for the potential Town of Fraser Bike Park was included in the board packet. Scott discussed the possibility of the District partnering with the Town of Fraser on this project.

The Foundry will be instituting a tip pool for the front of house staff and is looking into implementing a living wage fee on food and beverage sales for the kitchen staff. Brian and Scott recently met with Brunswick regarding the bowling POS system they offer.

VII. ADJOURNMENT

Tom Overton motioned to adjourn the meeting; Tim Gagnon seconded; all in favor 5-0. The meeting was adjourned at 6:29pm.