**October 8th, 2024**
**5:30 PM**
**Board Meeting Minutes**
**Blaine Senior Center**

**Call to Order: 5:31pm**

1. **Roll Call:** Commissioner Moore, Commissioner Roy, Commissioner Wilbrecht, Commissioner Brown, Commissioner Creydt, and Director Lindsay.
2. **Minutes *Motion*** made by Commissioner Wilbrecht to approve the September Board Meeting minutes. 2nd by Commissioner Roy. Vote 5-0, motion carried.
3. **Public Comment:** NA
4. **Treasurer's Report** – September:
**Umpqua Bank balance**: $7,248.25

|  |  |  |
| --- | --- | --- |
|  **General Account:** $37,934.07 | **Cap. Improvement Account:** $211,269.75 | **Reserve Account:**$136,106.97 |

1. **New Business**
	1. Draft Budget - Director Lindsay presented the proposed operational budget for 2025.
	2. Birch Bay Incorporation Association Proposed Boundaries - Commissioner Moore explained the BBIA is years away from setting the boundary. She did point out that the current proposed boundary does not match the school district boundary.
	3. Community Support – Birch Bay Chamber Biggest Polar Bear Plunge is postponed until next year. Funds have been allocated for an event in 2024. Commissioners tasked Director Lindsay to reach out and inform the Chamber that they will need to reapply for the funding in 2025
	4. Community Event –
		1. January 1st Polar Bear Plunge - ***Potential Action:*** Approve hold harmless agreement Director Lindsay was tasked to research a new hold harmless agreement.
		2. New Year Party for Kids 3:30 to 5:00
	5. Crime Insurance Requirements for State Grant – This type of coverage (Fidelity) indemnifies the district in instances of stolen district funds, most commonly embezzlement. Another growing concern is funds transfer fraud. The state of WA requires a limit at or greater than the funding limit in the award. The insurance value BBBPRD2 would apply for to match funding is: $250,000. The annual cost for this coverage is $1140. ***Motion*** made by Commissioner Roy to approve Director Lindsay to apply and sign for Crime Insurance coverage up to $250,000. 2nd by Commissioner Brown. Vote 5-0, motion carried.
	6. Friends of BBBPRD2 – potential members or directors Director Lindsay tasked with sending out a job description for Directors.
	7. Purchasing Agreement Review -
	8. Blaine - Tuesday Morning Meeting
2. **Special Projects**
	1. California Creek Property Aquisition: Closing has been completed.
		1. New Release
	2. California Creek Park
		1. Reimbursement of the $50,000
		2. Financial Report for Project
	3. Ninja Park: The Park and Cemetery Advisory Board voted not to proceed with the park due to lack of funds for implementation and maintenance.
3. **Old Business**
	1. City of Blaine Events and Presentation with Blaine Chamber of Commerce - Commissioner Brown introduced Don Enos as a Blaine Chamber Member that he met at the Tuesday Morning Coffee Club. Don Enos explained that the Chamber had not made any decision about events. He said they were going to hire another Director, and they do not know what skill set that Director will bring to the Chambers. With this announcement it was decided that no other discussion was needed on this topic.
	2. Playground Inspection - Director Lindsay has emailed Blaine City Manager to ask permission for Public Works to perform the inspection.
	3. Code of Conduct Review – The code of conduct will be added to our website and registration software. Participants or guardians of participants will need to acknowledge that they have read the code of conduct and that they agree to the terms and conditions.
4. **Director's Report**
	1. Director Lindsay had a meeting with City of Blaine Public Works to discuss procedures of pavilion maintenance, floor, security, and park inspections. Director Lindsay is getting quotes on Pavilion floor to present to BBBPRD2 Commissioners. Once they have narrowed down the choice to one or two, then she will present it to Park and Public Work Advisory Board. The City is going to ask about the security system. Director Lindsay needs to talk to Mike Harmon, City Manager, to approve the park inspection.
	2. BBAC Facility report – The restroom repair has been completed. We have received three quotes for painting, averaging $20,000. There was a leak in the roof with the very first storm, but it has not presented itself since. We are monitoring the situation. The company who installed the gym floor will be in the area soon and will come and do a deep clean. Next year the cost to resurface the floor will be $2,000.
	3. We are advertising the Community Support applications deadline. It has been in our newsletter, social media, and Director Lindsay informed the organizations at Thrive. Director Lindsay has also reached out to the schools, coaches, and athletic directors about scholarships for youth. We will be at homecoming game with a booth advertising our youth programming and scholarship opportunities.
5. **Executive Session:**
6. **Approval of Bills & Payroll**: ***Motion*** made by Commissioner Wilbrecht to approve October bills and payroll. 2nd by Commissioner Creydt. Vote 5-0, motion carried.
7. **Adjournment Time: *Motion*** made by Commissioner Brown to adjourn at 7:14pm. 2nd by Commissioner Wilbrecht. Vote 5-0. Motion carried.
8. **Next Meeting:** November 12th, 2024, at the Blaine Senior Center. Starting at 5:30 pm.