**August 13th, 2024**
**5:30 PM**
**Board Meeting Minutes**
**Blaine Senior Center**

**Call to Order: 5:30 PM**

1. **Roll Call:** Commissioner Moore, Commissioner Wilbrecht, and Director Lindsay. Commissioner Brown and Commissioner Roy, joined via zoom. Commissioner Creydt was excused.
2. **Minutes *Motion*** made by Commissioner Wilbrecht to approve the July Board Meeting minutes and July Special Meeting minutes. 2nd by Commissioner Roy. Vote 4-0, motion passed.
3. **Public Comment: NA**
4. **Treasurer's Report** – July net amount held by Whatcom County:
**Umpqua Bank balance**: $1,139.69

|  |  |  |
| --- | --- | --- |
|  **General Account:** $38,661.14 | **Cap. Improvement Account:** $134,575.93 | **Reserve Account:**$459,709.40 |

1. **New Business**
	1. Cascade Engineering presentation regarding California Creek Estuary Park
	2. Interlocal agreement between Whatcom County and BBBPRD2. ***Motion*** made by Commissioner Wilbrecht to approve interlocal agreement as written between Whatcom County and BBBPRD2. 2nd by Commissioner Roy. Vote 4-0, motion passed.
		1. Playground equipment needs to be inspected. Director Lindsay was tasked to contact local cities to hire their inspector, plus research certification training for a BBBPRD2 employee. This employee will do weekly inspections.
	3. Discussion - Table and Chairs: BBBPRD2 has traditionally allowed other organizations to borrow tables and chairs for events. Is this a practice that we want to continue, and if yes do we need to implement a waiver or hold harmless agreement? Director Lindsay was tasked to create a maintenance and rental procedure. The rental form needs to include a liability waiver.
2. **Special Projects**
	1. California Creek Property Aquisition.
		1. ***Motion*** made by Commissioner Roy to approve Purchase Sales Agreement,Promissory Note, and Deed of Trust for the two parcels next to California Creek Estuary Park. 2nd by Commissioner Wilbrecht. Vote 4-0, motion passed.
		2. Director Lindsay was tasked to research the appeal process for taxes on the two current properties and on the last property acquisition.
		3. Financial Report for Project.
	2. Extreme Ninja Course is on the City Council agenda for August 26th, 2024.
	3. Pavillion Floor: Director Lindsay is looking for companies to give quotes on the Pavillion floor. There are two options for the floor. 1. Resurface the whole floor in hardwood. 2. Resurface the basketball playing area with sidelines in hardwood and leave the rest as is. Director Lindsay was tasked to contact Gary McSpadden from the City of Blaine about the floor.
	4. Bridge Safety Improvement: ***Motion*** made by Commissioner Moore to contact Cascade Engineering about Bridge Safety and potential funding. 2nd by Commissioner Wilbrecht. Vote 4-0, motion passed.
3. **Old Business**
	1. Covered Back Door Area: Director Lindsay talked with Bennet about programming, Beach Park and future changes. Bennet would like all proposals in writing with as much detail as possible. To move forward on the covered area for the back door, we must provide detailed designs and a narrative explaining how or if it will connect to the building.
	2. Waivers and expectations document for class registration: We have not made any changes yet. We are currently looking at our current policies and seeing how and where we need to strengthen our policies. Director Lindsay has reached out to Anacortes, Lynden and Bellingham for the program policies and expectations. We can expect this information after summer programming is finished.
4. **Director's Report**
	1. Keys to BBAC – We are looking for any extra keys to the Activity Center. Especially the do not duplicate keys.
	2. Blaine Senior Center partnership possibilities. Commissioner Moor and Director Lindsay met with Pete Nelson, Director of BSC and some of their board members. Fall program planning was postponed. BSC wants us to fill out a form for activities and events to be approved. We must pay for BSC staff at events held in the Senior Center. This format does not create a partnership between the two organizations. Commissioner Moore contacted Jim West, President of BSC Board, and informed him that we will no longer actively seek partnerships or collaborations. They are free to contact us in the future.
	3. Pavilion: Ziply Fiber will be installed at the Pavilion. We now have staff on-site Tuesdays, Wednesdays, and Thursdays. We will have pop up sessions and clinics on the weekends, plus we are trying Sunday Yoga.
	4. Toilet Repairs – We could not fix it. Harborview Plumbing has given us a quote and will repair the toilet on August 14th.
	5. Summer programming update and fall schedule
	6. Friends of BBBPRD2:
	7. Beach Park.
5. **Executive Session: NA**
6. **Approval of Bills & Payroll**: ***Motion*** made by Commissioner Wilbrecht to approve July bills and payroll. 2nd by Commissioner Brown. Vote 4-0, motion carried.
7. **Adjournment Time: *Motion*** made by Commissioner Roy to adjourn at 7:04pm. 2nd by Commissioner Wilbrecht. Vote 4-0. Motion carried.
8. **Next Meeting:** September 10th, 2024, at the Blaine Senior Center. Starting at 5:30 pm.