

## CLEAR CREEK METROPOLITAN RECREATION DISTRICT

### CLEAR CREEK COUNTY, COLORADO

#### BOARD OF DIRECTORS RECORD OF PROCEEDINGS REGULAR MEETING WEDNESDAY, MARCH 24<sup>TH</sup>, 2021 VIA ZOOM

##### **PRESENT:**

Board members present were Laura Allen – President, Tom Harvey – Vice President, Meghan Vickers – Director and Scott Yard - Treasurer. Marcie King had an excused absence. Staff present were Cameron Marlin - General Manager, Ruth Baker – Director of Operations, Paul Dalpes – Program Coordinator, and Samantha Dhyne – Director of Marketing and Special Events. Others in attendance included Rich Barrows and Doug Hargrave.

##### **Call to Order:**

President, Laura Allen, called the regular meeting of the Clear Creek Metropolitan Recreation District to order, at 6:03 pm on the 24<sup>th</sup> day of March 2021.

##### **Approval of Agenda:**

Meghan Vickers motioned to approve the agenda; Tom Harvey seconded. Cameron Marlin asked that when Doug Hargrave was able to join, that discussion on Iconergy be held at that time. The motion passed unanimously.

##### **Approval of Minutes:**

Laura Allen motioned to approve the revised minutes from the Regular Meeting on January 27<sup>th</sup>, 2021, Scott Yard seconded. Meghan Vickers asked that under ‘call to order’ the minutes needed to be revised to say, ‘regular meeting’, Laura asked that this revision be made, and the motion passed unanimously.

Laura Allen motioned to approve the minutes from the Regular Meeting on February 24<sup>th</sup>, 2021, Meghan Vickers seconded, and the motion passed unanimously.

Laura Allen motioned to approve the minutes from the Special Meeting on March 10<sup>th</sup>, 2021, Meghan Vickers seconded, and the motion passed unanimously.

##### **Public Comment:**

No public comment.

##### **Staff Presentations:**

Paul Dalpes provided an overview of the adult and youth summer programs that have been planned for this year. He also suggested to the Board to consider the balance between offering programs as a service to the community, while being a revenue generator.

##### **General Manager & Staff Updates:**

Cameron Marlin updated the Board that she has talked to Zak Gosney regarding returning to the District to lead on field maintenance, and potentially assist with building maintenance. Zak should be able to return in mid-April. Cameron relayed that she is continuing to discuss the baseball field with Empire and working on building a relationship with the City of Empire. Cameron informed the Board that the District is hiring for 6 positions, with the ad now in the Clear Creek Courant and on Indeed. Cameron also let the Board know that Laura Allen asked if there was a set class coming up for lifeguard training, and Cameron

clarified that a class will be scheduled once applications have been received. Tom Harvey noted how professional Gwen LaGrow's posters looked (that were included in the Board Packet). Tom also noted how well the Front Desk staff are doing, and the knowledge they have. Tom noted how well Ruth has done to train the Front Desk. Tom asked the question how long will the District need Managers on Duty? Cameron relayed that there has been discussion among staff about this, and that the MOD's are something that are worth keeping beyond COVID. Samantha Dhyne informed the Board that the State of Colorado released a new COVID dial, and under those new guidelines the Rec Center no longer has a capacity limit. Social distancing and mask wearing must continue to be enforced and followed.

#### **Financial Reports and Business:**

##### **Treasurer's Report**

Laura Allen made a motion to approve the treasurers report, Tom Harvey seconded. Scott Yard relayed the net income was \$8,000 the previous month and the motion passed unanimously.

##### **Approval of Check Register**

Laura Allen motioned to approve the check register; Meghan Vickers seconded. Meghan Vickers asked about the Lysol wipes that were purchased for \$80, Ruth Baker clarified that it was 6 big containers that were ordered. Tom Harvey noted that a second Zoom account has been paid for Board usage, and it was agreed that the second Zoom account would be canceled. The motion passed unanimously.

#### **Committee Reports:**

##### **Volunteer Committee Update**

No volunteer committee update.

#### **New Business/Action Items:**

##### **Mission/Vision/Value Statement Development Day Update**

Cameron Marlin shared with the Board that herself and Andrew Wolfe have made good progress on the agenda for the day and asked that everyone reply via the invite she sent out. Cameron clarified that the outcome of the day is a day of team building and to create a word bank of ideas for the mission statement, but it was unlikely that the actual mission statement would be finalized at the Board Retreat.

##### **Staff & Board Membership Policy**

Cameron Marlin presented to the Board the current membership policy for staff and Board members, and the request that a change be made to the current policy. Cameron presented that instead of giving staff monthly memberships, that staff be given unlimited daily drop in admissions. Cameron also provided new language that clarifies whether free daily admission is limited to individuals only or to staff members family as well. Laura Allen motioned to accept the proposed employee membership, Meghan Vickers seconded, and the motion passed unanimously.

Tom Harvey asked how the Board membership policy worked, and Cameron clarified that when the new Board came on, they all received family memberships. Laura Allen motioned to accept the Board of Directors policy as proposed, Tom Harvey seconded. Meghan Vickers and Cameron clarified that Board members do not receive lifetime memberships. The motion passed unanimously.

**Iconergy Update & Contract Revision/Approval (Doug Hargrave)**

Doug Hargrave provided an overview to the Board regarding the revised Iconergy contract and noted that the total cost has been reduced by about \$15,000. Laura Allen motioned to approve the revised Iconergy contract, Meghan Vickers seconded, and the motion passed unanimously.

**Old Business/Pending Matters:**

**HVAC Service Contract**

Cameron Marlin informed the Board that the HVAC contract has been signed with Long, and the first quarterly PM visit will be scheduled shortly.

**PAWs Park**

Cameron Marlin asked that following a conversation with the Empire Chief of Police John Stein, that the Board consider annexing PAWS to the Town of Empire, so that the police can enforce the law on the property (specifically issues with littering). Tom Harvey also asked that Cameron connect with Friends of Clear Creek County. Laura Allen motioned to annex the property of PAWS park to the Town of Empire, Tom Harvey seconded. The Board clarified that annexing the property meant that the property was then inside the Town limits, but CCMRD retains ownership. The motion passed unanimously.

**Vehicle Sales**

Cameron Marlin relayed that there has been no interest in the vans at this time and proposed that the District keep the 3 vans and instead list the Program Truck on GovDeals.com. Laura Allen motioned to place the Program Truck on GovDeals.com, Scott Yard seconded, and the motion passed unanimously.

**Rec Pool Boiler Update**

Samantha Dhyne relayed to the Board that the heater is still running and maintaining temperature. Currently awaiting an update from Iconergy on timeline.

**Cloud Migration**

Cameron Marlin informed the Board, that Azure looks to be the best fit for the District. Staff continue to investigate this but are moving in a good direction.

**Adjournment:**

Laura Allen motioned to adjourn the meeting at 7:18pm, Scott Yard seconded, and the motion passed unanimously.

**Minutes submitted**

**Marcie King**

**Approved by:**

x \_\_\_\_\_

**Marcie King, CCMRD Board Secretary**