

- Bob reviewed a draft letter written to the County Commission and an email from County Prosecutor Adam Kick referencing official name and 'doing-business-as' name (DBA). The letter states that UPRD will use the "DBA" instead of the official name and asks the County to take action to recognize this. Marc moved to approve Bob sending the letter, Blayney 2nd; approved unanimously.

7. Resolution 2017-2, Petty Cash.

- Alicia proposed establishment of a Petty Cash account of \$300. Discussion followed. A proposal was made to increase that amount to \$500 to cover maintenance and purchases more effectively. Alicia proposed that the statement as follows: "Be it also resolved that the UPRD Commission Treasurer would will be the responsible party for the petty cash journal, and". Ed moved to approve, Marc 2nd., all approved.
- Discussion followed on where to keep the journal, along with other official records, including minutes of past meetings. Discussion ref: signing of minutes and resolutions. It was agreed that all minutes and resolutions must be signed and placed in an official designated place.

8. Lawn maintenance.

- Ed made a motion that he be allowed to find a contractor to mow the lawn. Marc 2nd. Discussion followed. Pay out of petty cash if possible? No, if a contract is signed, they will have to be paid through the County warrant system. Discussion ref: Frequency and costs. Ed estimates the lawn will need mowing 12 to 15 times per year and feels confident that the cost can be kept at about \$3000 total.
- Motion was approved unanimously.

9. Agenda item 11: Schedule a work session.

- It was agreed to schedule a work session on Budget and name of Rec Center for April 4, at the UCC meeting room at 5:00 or 5:30 depending upon availability.
- Discussion on naming and branding. Blayney expressed concerns about consistency of image, signage on the building and grounds, and branding. Board raised issues of and discussed the on-going Underwood Community Council's desires, need for signage on the Park and the Center building, legal descriptions, the need to provide the graphic artist with a plan.
- Comments from the audience were entertained.
- Board decided to table discussion until the April 4 Work Session. Bob requested that the Building Management contractor be available for the meeting; acknowledged and confirmed by Shawna Bradley.

10. Report on Transfer and Control of Underwood Park and Center.

- Bob and Blayney summarized discussion with Skamania Co. Commissioners ref: transfer of the deed for Underwood Park grounds and Center building from the County to the new Parks and Recreation district.