

Underwood Park and Recreation District

Board of Commissioners Meeting Minutes

12/19/17 at the Underwood Community Center

Commissioners in attendance: Bob Wittenberg (Chair), Alicia Beyer, Blayney Myers, Ed Lamotte

Commissioners excused: Marc Robins

Attendees: Corky Fredrickson, Keith Fredrickson, Sally Newell, Linda Hardham (recorder), Kathy Lamotte, Sally Stillman, Mike Stillman, Jennifer Plummer, Facility Coordinator. Darla Johnston joined during the last half hour.

1. Meeting called to order by Chair, Bob Wittenberg at 6:00 pm at the Underwood Community Center. Thanks expressed by Bob for the work and participation of Blayney Myers, as this is her last meeting as a commissioner.

2. Approve minutes of previous meetings - 11/16/2017, 11/30/17, and 12/4/17

Moved (Alicia), Seconded (Ed), Carried, all three minutes.

3. Update on Deed / Lease negotiations - Bob W

Document originally given to us by Lesley Haskell; we altered the wording and formatted it. All is prepared, ready to be signed (there has been problems with formatting, hence the delay) before the end of the year.

4. Treasurer's report – Alicia Beyer. \$3570.90 is UPRD balance. Skamania county records show \$4557.69 – Alicia is investigating the discrepancy with the county. See addendum for detail.

Voucher dated December 7th to multiple parties for \$1768.01. Moved to pay (Ed), Seconded (Blayney), Carried.

5. Insurance for UPRD – Bob

Line item on estimate for Property Blanket coverage very high, so total estimate, annual, for insurance from Enduris is \$5949 (Skamania County Park and Recreation District.) This is much higher than we have anticipated. Blayney agreed to join Bob to call Shelley Klink at Enduris tomorrow to discuss needs and options.

6. Status of UCG lease – Bob

Underwood Community Garden interests will be represented by Lisa Vinciguerra; Blayney will contact her for follow-up discussion.

7. Status of Stillman lease – Bob

Names on the lease (UPRD rather than Skamania County) can be changed and the terms of the lease continue per the original agreement. Another four years is left on the lease. Motion to approve (Ed), Seconded (Blayney), Carried.

8. Report on business activity – Jennifer

Making roughly \$800 in rentals between now and March. Special group rental rates need to be adjusted, and we can't show favoritism and need to be consistent – topic for next work session. Session scheduled for January 4, 2018 @ 6 pm; UC Center.

9. Newsletter – Communication with constituents, first draft review

Mark has submitted his edits. Others will send those to Sue Kusch. Newsletter will go out before the end of the year. Mail and on-line both.

10. Discussion - new UCC leadership - Keith

New President is Cam Thomas; Treasurer is staying on for the interim until she can be replaced.

Curtains ordered for the stage and paid for by the UCC.

11. Work Session – Bob

January 4 work session will be limited to agenda item on rental rates.

12. Money raising campaign - Blayney

We need a plan to raise money. Suggestions were made about how to do this. We can also apply for grants. Corporate outreach and relationship development is necessary if we are going to raise significant funds. A work session should be designated for this which could be enlarged to include non-commissioners as well as commissioners. Work session for this could be January 22nd, during the day or other days during that week. Linda will make a contact with a potential person who could meet at the front end of the special session.

12. Website review and status

Bob looked over the website proposal. We will likely be switching from Word Press to Square Space. Domain will be underwoodcommunity.org. Four individual entities (UCC, UCG, Fire District #3, UPRD) will either maintain their own websites or Facebook pages and links will be posted on this domain, or there will be tabs.

13. Physical master plan meeting - Blayney

Blayney will call a meeting to develop a physical master plan. This meeting could include other folks who are not commissioners.

The meeting was adjourned at 7:35.

Approved _____

Bob Wittenberg, Chair

Tina Gallion, Secretary