

Minutes of the 6-12-2019 UPRD Regular Meeting

6:00pm at Community Center

Board members: Bob Wittenberg, Tina Gallion, Alicia Beyer

Community Members: Melissa Wittenberg, Kathy LaMotte, Mike Stillman, Darla Johnson, Vern Mohlis

Meeting to order 6:00

1. Welcome everybody – Thank you for coming.
2. Approval of minutes of previous meetings: 5/8/19
 - Motion to approve Tina - , 2nd – Alicia, Unanimous.
3. Treasurer's Report – see attached, Motion to approve Tina - , 2nd – Alicia, Unanimous.
4. Approver vouchers –5/23/2019 for \$2,302.63 and 6/6/2019 for \$1,238.53
 - Motion to approve Motion to approve Tina - , 2nd – Alicia, Unanimous.
5. Finalize Lease Agreement with Stillmans for the Cottage. Note: *We previously decided to not re-write the entire lease, but to draft a Lease Modification Agreement, making the few small changes. We will record this document with the County. Stillmans have agreed verbally to the terms of the Lease Modification Agreement.*
 - Motion to approve modified lease agreement Motion to approve Tina - , 2nd – Alicia, Unanimous.
6. Car Show: Pat McConnell has agreed to take on this project, for the 3rd week of **September**
 - Wondering what happened to the signs that were used last year?
7. Review All-Day rental rates and Security needs. WORK SESSION NEEDED
 - Looks like we do not have to have security. We should look at raising our all day rental rates for big events.
 - The risk advisor is looking at our contract to see what needs to be updated or changed on our current contract.
 - When rented have the renter name UPRD as additionally insured and suggest a certificate from them.
 - For Underwood tax payers, look into another rate for local Underwoodians.
8. Projects / Improvements:
 - A. Meeting room floor bids. Need to set a date! Still need to look under the floor by the window.
 - B. Walking Trail – In the next 2 weeks Bob will get the trail ready for a work party.
 - C. Radio room window and lights - Bob and Tina will contact contractors to get bids
 - D. Location of Garden burn pile – Bob will remove wood piles.

9. Looking at appointing another commissioner? Should we appoint Pat McConnell? Bob will talk to Pat and see if he would like to step in now or wait until the November election. Vern has expressed interest in the open seat.

10. Maintenance / other issues:

- A. Gutters on gym and Post Office - \$500 for south wall of this building - Bob
- B. Replace tennis court net- Motion to approve spending \$250 to purchase a new net. Alicia, 2nd Tina
- C. French drain for gym
- D. Cottage bathroom – The Stillmans have agreed to pay the \$3,000 that they have already paid for the floor. Mike Stillman will contact John Bryan and other contractors to get an estimate for the bathroom
- E. Glass adjustable Basketball backboards in gym – look into the later. Try to clean existing backboards.

10. Balance the Books?? Our Annual report to the State Auditor shows a discrepancy of a few hundred dollars, in our favor. (*We had more cash than we could account for*) Bob will discuss.

- 2017 report we were off by about \$200
- 2018 report we were off by about \$700 more
- State of Washington doesn't care if we are less than \$1000 +/-
- Bob will look into what number we would like to write off.

11. Peace Village update- Award two Scholarships

- Bob motions that we make one scholarship to each family that submitted letters to the board. Tina 2nd, Unanimous.

12. Website – Mary Kapp. Alicia and Mary have been working on the website. What portion of the website should the UPRD be in charge of? The UPRD board will be in charge of 2/3 of the final bill. This bill should not exceed \$500

13. Schedule a Work Session – June 26, 2019 from 6-8

14. Other issues per the pleasure of the commission

- US Forest service might be able to make a banner. Maybe HR News or staples
- Mike Stillman would like to start thinking about a music event for late fall.
- UPRD and UCC will split costs of new Website software, 2/3 – 1/3 respectively.

Meeting ajourned – 7:28pm

Approved _____

Bob Wittenberg, Chair

Tina Gallion, Secretary