

**Minutes of the REGULAR MEETING of the Board of Directors  
RIVER ROAD PARK and RECREATION DISTRICT  
1400 Lake Drive, Eugene OR., 97404**

**MEETING DATE: Wednesday, October 19,2022**

**BOARD MEMBERS PRESENT:** Sharon Purdy, Jim Wienecke, Curt Kendall, Steve Norris, Michael Lambros  
**ABSENT:**  
**STAFF:** Bob Houston, Cindy Wade, Steve Camerer  
**PUBLIC:** Ryan Postma

**CALL TO ORDER:**

The regular meeting of River Road Park and Recreation District's Board of Directors was called to order by Board Chairman Jim Wienecke at 6pm.

**ITEM 1 APPROVAL OF THE AGENDA**

Motion to approve the Agenda made by Sharon Purdy, seconded by Steve Norris.

**ITEM 2 CITIZENS COMMENTS**

Ryan Postma had questions regarding swim team monies that had been fundraised previously and expressed the need for an assistant coach.

**ITEM 3 PRESENTATIONS**

**Superintendent's Report:** Bob Houston

**3A. Treasury** - Bob spoke on the current Treasury Report compared to the last five years and how much better we are doing than in the past.

**3B. Surveys** – Surveys were taken during the summer camps as parents were dropping their children off. Reviews were overall excellent. These surveys were needed for grant writing purposes and demographics. We will be creating a new survey for the District to find out more about what patrons would like to see here.

**3C. Online Timesheet/Reporting** – Bob, Kennedy, and Cindy are working on a new online timesheet reporting system through Paychex. This should increase efficiency once everyone is trained.

**3D. Halloween Events** – We have two events coming up for the public to participate in. The first is the Halloween Haunt on October 28<sup>th</sup>. There are activities, a haunted house, costume contest, and treats. The second is the Pumpkin Dunkin on October 29<sup>th</sup>. They will be filling the pool with pumpkins for the kids to swim around and pick one out.

**3E. Monthly Reconciliation Updates/New CPA firm** – We are extremely happy with our new accounting firm (ISLER) and with Kelly. The new reports are easy to read and very thorough. Our outstanding debt has been decreased from \$65,000 to \$20,000 but is realistically closer to \$10,000. Michael recommends moving our banking to a credit union as they are safer. The auditors have commented in the last couple of years that the Board needs more oversight regarding the finances. We need to up our overall insurance amount to cover new systems, reader boards, etc. to the policy and bring it up to realistic coverage levels. Cyber crime is up and our IT company has been out to check out our systems and running a report.

**3F. Programs** – The cost of printing our programs has doubled and we are looking at other options, including printing about 500 in house and sending out postcards to let patrons know the new one is out. Michael suggested placing them in other places other than just at the park.

**Maintenance Updates:** Steve Camerer

We have two new heating systems for the rooms that were still being heated with the old steam system. The gymnastics center now has air conditioning in the small gym and a new air filtration system to help with the chalk in the air.

We had a playground inspection and passed with flying colors. They stated that we always pass and are one of the best in Lane County.

We are completely ready for the new reader boards when they arrive. Hopefully Dec. 5<sup>th</sup>.

We are replacing two windows in front of pool side that have moisture between the panes.

Maintenance staff injuries are healing. Dewayne is still out but has an appointment coming up and we should know soon when he will be back. Bryan also has an appointment soon and will hopefully be back to work after that. Jim didn't need time off work. **Election:** Bob Houston was approached by Bob Keefer and asked RRPD to publicly support the Lane County Parks Levy. Steve read from the employee manual, and it was determined by consensus that the park should remain non-political and not state publicly in favor of or against.

**Senior Trips:** Kat sent a flier with pictures from the Scotland/Ireland trip. They had a great time but eight of the 23 on the trip got COVID before heading home. There is a trip to Tuscany, Italy next fall. It has been so popular that they are adding a second date.

**ITEM 4 CONSENT AGENDA**

**4A.** Approval of the Consent Agenda to ratify: September 19, 2022 minutes and September expenditures.  
A motion to approve was made by Curt Kendall and seconded by Michael Lambros.

**ITEM 5 UNFINISHED BUSINESS**

N/A

**ITEM 6 NEW BUSINESS**

N/A

**ITEM 7 BOARD COMMENTS**

**7A.** Michael is interested in having an electoral committee to decide which candidates best represent the park and our community best. Would like to be able to host an open forum to help vet applicants. Steve commented that we need to remain non-political and not get involved in any way. The Board agreed.

**7B.** Steve questioned the wellbeing of the pool. Bob commented that it's doing better than ever and suggested talking to Renee. It was suggested to Ryan Postma that a parent group be started to help with team support.

**ITEM 8 DATE FOR NEXT BOARD MEETING**

Wednesday, November 16, 2022, at 6pm.

**ITEM 9 ADJOURNMENT** 7:15 pm

MINUTES APPROVED ON \_\_\_\_\_, 2022.

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Board Chairman Wienecke

Recorded by Cindy Wade