



208-382-5136

333 Kelly's Parkway, Cascade ID

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PURSUANT TO IDAHO CODE SECTION 74-204

REGULAR BOARD MEETING

THE SOUTHERN VALLEY COUNTY RECREATION DISTRICT

February 9th, 2023 @ 5:00 PM

5:00 pm

ROLL CALL

Larry Morton – Board President: Present

Patty Giardina – Board Member: Present

McKenzie Campbell - Board Member: Present

Doug Green – Board Member: Present

Monica Gokey – Board Member: Present

5:01 pm

MINUTES APPROVAL

January 12th, 2023, Regular Meeting Minutes (Action Item)

Patty motioned to approve the minutes with one minor change. Larry seconded the motion. All members voted in favor with audible "yes", no further discussion.

5:08 pm

TREASURER'S REPORT

January Financials

Reviewed budget from start of fiscal (October 2022) through January 2023. Payroll accounting was discussed to further streamline reporting for each section and individual details. SVCRD Bookkeeper is working on adding features in QuickBooks program. District Manager Patrick Pratchett is closely monitoring the budget, expenses, and revenue with some concerns over deferred maintenance costs. Towel and shower regulations and fees were discussed. Locker rentals have increased.

Doug motioned to approve the report as presented. McKenzie seconded the motion. All members voted in favor with audible "yes", no further discussion.



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5:20 pm

MANAGER'S REPORT

See full report attached for complete details. Additional notes below.

Facility:

Pool/Dome

The Board discussed options as presented by the District Manager. Patrick shared photos of wear and tear to the dome. He is exploring the possibility of pursuing insurance reimbursement for repair or replacement. He is also pursuing possible grant applications to help cover costs. The Board is happy with improvements this year inside the dome.

Fitness Center

The Board commended Patrick on the reinstatement of quarterly maintenance to fitness machines by Gym Outfitters. Patty suggested that it would possibly be appropriate for the Board to start discussing future expansion and a longer-term plan for all areas of the facility.

Maintenance

Doug noted that the front desk staff is doing a wonderful job of cleaning the fitness center equipment.

Locker Rooms

Patrick further explained the process of repairing shower floor and walls. He will report back on success to determine if they duplicate in other showers.

5:57 pm

Programs:

Nordic

Patrick detailed money raised at Ski to the Moon event which totaled \$1300. May have been the best turnout in history. He explained repairs to the groomer and discussion ensued.

Ice Rink/Broom Hockey Tournament

Patrick shared promotional flyer for Broom Hockey event to be held on Saturday, February 25th, and he detailed marketing efforts and described the game itself. Discussed future of the hockey rink in the current Valley County Rodeo location vs. closer to the Rec Center with pros and cons and possible improvements.

Tumbling

Very popular program.

Blood Drive

Very successful.



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Aquatics/ Swim Team Funds

Patrick will attempt to bring together a parent committee to make decisions on spending funds raised by swim team charity events. Eventually it will be folded into the budget.

6:22 pm

Administrative:

Payroll/Accounting

Patrick detailed upgrading the system and answered questions from the Board.

Staff

Patrick described the newly implemented training and education efforts and the positive reaction by the staff.

6:29 pm Quick Break

6:33 pm

OLD BUSINESS

Discount Policy (Action Item)

Patrick created verbiage for discount as motioned in previous Board meeting. Options include Payroll deduction or letter to Rec Center verifying employment at qualifying business entities. The Board reviewed the language.

Patty motioned to approve discount policy as presented. Larry seconded the motion. All members voted in favor with audible "yes", no further discussion.

Personnel Policy (Action Item)

Several members of the Board have not had adequate time to review the policy and make suggestions for changes or discussion. Patrick offered a few items for the current discussion:

1. Page 23 in the manual, under section 5C – "Physical Workstations" states that working from home will not be permitted. Patrick cited a few possible scenarios that may exist or arise and asked the Board if they think it would be best to keep as is or consider change(s) to this policy.
2. There currently exists a policy restriction on the District Manager to NOT have the authority to make decisions on pending expenses above \$500 maximum without Board approval removed.
OK
3. Page 23, section D - "Office locations" states that the District Manager office must occupy space on the main level of the Rec Center and all other offices are to be located on the second level.
OK



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4. Page 24, line 9 – “Military Leave”. Patrick reminded the Board that he will have annual two-week guard drill and will flex time as needed for shorter commitments. He would also abide by unpaid leave per Idaho code. Discussion ensued with complete support of current and future District Manager needs. Patrick will survey other policies, comparable verbiage and regulations and will report back to the Board for possible amendments to the current policy.
5. Page 24, line 11 – “Staff Expenses”. Patrick would like to see added verbiage with the limiting description of per diem rates or government rates.
6. Page 26 - “Vacation and Sick Leave”. Discussion ensued on variations in how other similar entities handle details such as unused carryover options, Paid Time Off (PTO) versus specific vacation or sick day designations. Some exploration produced other models: Pat Duncan with the Valley County Human Resources shared 2016 policy where Vacation and Sick time rolled into PTO. More discussion on the pros and cons of various models is needed at this time.

Patrick will establish a systematic review of this and other policies in future meetings.

Patty motioned to approve items 2, 3 and 5 as discussed. Monica seconded the motion. All members voted in favor with audible “yes”, no further discussion.

Sale of Items (Dodge Truck, Freezers, Storage Container)

All freezers were approved for sale. Dodge truck will be retained, and Patrick will investigate current registration, insurance, and cost to repair. Retaining storage container for current needs.

7:10 pm

NEW BUSINESS

Programming Plan

Tabled for tonight with suggestion for further discussion.

Resource Support (Dr. Hubert)

Dr. Hubert is a Psychologist in Valley County. He maintains a website with good mental health and behavioral health resources and he wants to discuss working with the Rec Center to make this accessible to the community. It is currently titled “Healthy Minds and Bodies. – Driver’s Ed for the Brain”.

The Board will invite him to a future meeting to explore possible appropriate options.

Health Fair (2024) *Shauna*

Patrick talked to *Shauna* Arnold and is in favor of reviving an annual Health Fair. Not feasible for 2023 but he proposed a goal for developing a plan for 2024. A ‘Heart Health Awareness’ event is planned next week with Saint Alphonus and Cascade Medical Center. The Board considers this a good partnership.

High Yield Savings (added agenda item)

The Rec Center currently has \$92,000 in reserved funds. Current percentages of return on investment



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are low, and interest will be negligible. Patrick proposed exploring other options, such as a program with Goldman Sachs currently with 3.5 % return on investment and the option to withdraw funds at any time. He also investigated CDs with various institutions. Larry recommended diversification. Patrick will bring a formal proposal to the next meeting with an Action Item Agenda.

7:15

Meeting Adjournment

Larry motioned to adjourn the meeting. Monica seconded the motion. All members voted in favor with audible "yes", no further discussion.

Meeting adjourned.

Signatures

Date: 3.9.23

Larry Morton _____

Patty Giardina _____

McKenzie Campbell _____

Doug Green _____

Monica Gokey _____



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