

Minutes of P&R District #1 BOD Meeting

July 14, 2015 at 6:00PM

Present: Larry Robinson, Richard Hull, Dennis Schmitt, Gary Elmer and Cathy Bohman.

Taking minutes: Bonnie Story Guest: Pat Robinson

Previous Minutes: DS moved for acceptance. CB seconded. All approved.

Treasurer's Report: RH reported an available balance of \$33,987.39. Submitted vouchers #78541 to 78550 for a total of \$1,198.36 for approval. DS moved to accept the Treasurer's report, CB seconded, all approved. RH presented to the board that the confusion as to stipends was clarified with the WA Auditor's office. LR and RH are compensated as private citizens for their work as Building Manager and Treasurer, respectively, not for their Board service. DS commented on the gradual "rate creep" with our Centurylink account which has been at a rate of a dollar a month. Not much to be done but something to keep an eye on.

Calendar: LR reported that Saturday's concert is a special one - the 100th since Norm Johnson first brought concerts to the LBJCC. Women's Club Soup & Games are scheduled for 7/21 and 8/18. The August 1st event was cancelled.

Old Business

Gazebo: DS announced that McClane will get the gazebo contract, they are most reliable and will do the job from A to Z. Will check about moving garden shed as a separate prep job, if they will do it. The Gazebo project can be categorized as "Public Works" and not "Maintenance" since it is not an ordinary yearly expense. DS suggested one change to the \$8175.00 bid from McClane Construction, which is to switch from OSB to an upgraded CDX material for the plywood at \$4 a sheet extra. RH moved to approve the McClane Construction bid for the Gazebo work, DS seconded. RH proposed to append the motion with a \$250 cap on extra expenses related to the CDX. All approved.

Garden Shed: LR stated that since replacement sheds are up to about \$3,000 now, let's keep the old shed and move it rather than scrap it. If it falls apart during moving, at least we tried. The P-patch needs a place to store tools, netting etc. Will ask McClane if they can move the shed, and will email an amount for approval in a special meeting. Once the shed is gone, the board can discuss exact placement of the gazebo with McClane.

Awnings Work: DS had no recent contact to report with Terry. No final contract with Terry yet for the awning work to be done (prep and painting). McClane Construction is being considered for the job and a bid was requested. Robert from McClane confirmed that the underside of the awnings was preferred by the board to be finished as painted, and not stained. The awning bid will include pressure washing before painting.

Building Wood Exterior Staining/Refinishing: Robert from McClane Construction was present and stated that the bid for the refinishing/staining of the outside of the building (not the awnings) was

complicated due to the need for extensive sanding and prep including removal of the old cracking clear-coat and sanding before re-staining and sealing could happen. This includes the windows / doors, especially in need of sanding. This prep work would extend the job by perhaps four days. Will submit a bid including that prep work.

FYI the awning work is not "Public Works" but rather is "Maintenance", per the discussion to follow.

Contracting and Wage Discussion: It was determined that the P&R follows state, not county, guidelines for hiring. CB checked with the MRSC (Municipal Research and Service Center of WA) and we are not obligated to adhere to wage guidelines for maintenance projects under \$20,000 due to our "very small" organization size determination. Contractors must be licensed.

Dishwasher: It was determined that bringing 220 power for a new commercial style dishwasher is not feasible. A residential style one that would work with current wiring is preferred. CB and RH will start looking around at what appears to be working elsewhere and what price ranges are for a really good one.

P-Patch: GE reported, on behalf of Garden Coordinator Jackie Gardner, that there was a cost overrun of \$113.85 for the fencing project. Would the Board be willing to close the gap? DS moved to approve the Board increasing the donation to \$613.95, LR seconded, all approved.

New Business

Solar Power: Jackie Gardener researched and determined that solar power is not feasible.

Carpet Cleaning: Karen Gale is currently under verbal contract to do the carpet cleaning for \$15/hour.

Door Stops: DS proposed getting kick-down door stops to use instead of the brick to hold the door open when needed. All approved.

100th Concert: GE moved that the Board officially thank Norman for his time and effort bringing musical concerts to the LBJCC. DS seconded. All agreed, except RH who opposed on the basis of it not being appropriate.

Kitchen Rental Problems: Pat Robinson submitted an invoice for her 5 hours of time spent cleaning up after a very messy and careless facility rental over the July 4th holiday. She described the various degrees of mess that she found in the kitchen the side and the restrooms. Group discussion ensued. Topics included only allowing approved groups to have access indoors, introducing a fee of \$150 for kitchen use, taking a cleaning deposit, developing written rental guidelines, and having a before/after walk-through policy. Discussion will continue at the August meeting about kitchen rental policies.

Meeting Adjourned 7:35 PM

Tabled projects: flat roof repair, sport court, bollard area, outdoor furniture review.

Submitted by Bonnie Story, Secretary