

# Minutes of P&R District #1 BOD Meeting

Tuesday, January 12, 2016

Present: Larry Robinson, Richard Hull, Gary Elmer, Cathy Bohman, Bonnie Story, Dennis Schmitt and (taking minutes) Melanie Sinclair.

Previous minutes: CB moved to accept minutes as amended, RH seconded. All approved

Treasurers Report: RH reported on available balance of \$21,013.34. RH submitted vouchers 78593-7605 for a total of \$1912.24. DS approved SB seconded. All approved.

Calendar: LR reported on regularly scheduled events, including visiting School Superintendents and other officials from Quilcene School District to discuss levy increases, Coyle Women's Club events for 2016, and a request from Norman Johnson to sponsor ukulele and guitar classes, Wednesdays Jan 20-Feb 24<sup>th</sup>. DS mentions possible open forum discussion on Feb 27<sup>th</sup> on safety and mailbox thefts, and April 3 and Sept 4 for Coyle Community club annual meeting spring and fall. In the future Jefferson Healthcare will be contacting us about using the LBJCC to host the Aging Mastery Program. No dates have been set yet requesting space usage.

## Old Business

Dishwasher: Removal of dishwasher from agenda temporarily was agreed upon.

Coolers: Storage of two coolers purchased by the Coyle Women's Club are now available for use.

AED defibrillator: LR is getting price on refurbishing this equipment

FirstAid: LR will discuss first aid course with Chief Karp during January since one has not been offered in a while.

## New Business

Melanie Sinclair appointed Board Secretary.

Generator Maintenance: A discussion on who can service and maintain the generator ensued. It appears that Double D is the only entity in Jefferson County authorized for work on our generator.

Windows, DS brought up that the Kitchen window and office window are deteriorated and need to be replaced; DS would like to replace with awning style window, with quotes ranging from \$400.00-\$1000.00 to replace window. Quote on installation by Ken Silver not to exceed \$250.00. RH moves to replace the windows at a budget not to exceed \$1300.00, seconded by CB. All approved.

Laminate/Hinges in Kitchen, DS discussed replacing laminate edging and hinges on doors and drawers in kitchen area to prevent moisture damage and mold. Ken Silver quoted \$400.00 to do repair work, including labor and materials; work can be completed in January according to Silver; GH moves to hire Silver to perform work, and SB seconds,. All approved.

Kitchen discussion of food preparation compliance of health regulations, and continuing with Pat Robinson as point person on maintaining health regulations in the kitchen.

Lunch Program- Discussion ensued on continuation of lunch program after weekly Food Bank on Thursdays by Norman Johnson and Ken Silver.

Key- issued to Coyle Community Club has been lost, discussion on replacement.

Gazebo- Women's Club would like to be part of Gazebo grand opening, provide dates, make a decision on picnic tables and grill for under the gazebo.

Computer desk- Norm Johnson offers to purchase a new computer desk for the LBJCC.

Roof- discussion of missing screws, safety issue, Terry Dahlin submitted quote of \$5000.00 to replace screws in the roof, materials not included. LR will discuss with Dahlin a new quote to only replace missing screws.

Adjourned 7:40pm