

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. AUGUST 23, 2022 AT THE WARC.**

PRESENT: Liffrig, Owens, Irgens, Jangula, Heller

ABSENT:

OTHERS: Blume, Havskjold, Iblings, Cox, Floyd, Kate Cote, Lynner, Amanda Nelson, Kreklau, Jim Cote, Zach Nelson, Gillum, Alex Kitchens, Schwenke, Skorick

Heller called meeting to order.

MOTION by Liffrig, SECONDED by Owens, we approve the minutes of the previous meeting as received.

MOTION CARRIED.

MOTION by Liffrig, SECONDED by Jangula, we approve Park Dist. bills and Boys Baseball bills. ROLL CALL AYE: Liffrig, Owens, Jangula, Heller. NAY: None. ABSENT: Irgens.

MOTION by Liffrig, SECONDED by Owens, we approve Park Dist. Financial statement and Boys Baseball financial overview. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None. Liffrig asked for clarification on what accounts we operate. Lynner named the WPRD Operations, Boys Baseball, WPRD Tax Account, and the WPRD Foundation Trust and Beer Accounts. Liffrig also asked for the reports to be cleaned up and easier to read. Barsh will work on that in the near future. Barsh also clarified some questions regarding the bond.

EXECUTIVE DIRECTORS REPORT –

- Flow Chart – Jim Cote has been put in charge of the Parks and Facility Maintenance Departments. Sandra has been promoted to overseeing the janitorial staff as well. The Facilities Manager position is now open. Kristen Stang will now be hired to help in that department as the Guest Services Manager. We will also be looking at more part-time staff to help in the facility in the evenings to help with the busy part of the day.
- Human Resources – Billie Stillwell, Alex Kitchens, and Laramie Schwenke have each put in their resignations. We wish them all the best!! Our new hires are Kirsten Havskjold (After School Program Liaison/Special Events), Kristen Stang (Front Desk Assistant Manager), and Bryan Blume (Facilities Maintenance.) We do have 5 full-time positions available: Maintenance Director, Recreation Manager, Recreation Coordinator, Facilities Manager, and Assistant Facilities Supervisor. We have also done a vote to fill spots in the Benefits Committee: Miranda, Shaleena, Mackenzie, Jamie, Kate will be the new committee to help make decisions for the benefits of employees.
- Safety Committee – Rhonda has taken on the role of the President of the Safety Committee. She has been in contact with her advisor to go over the quarterly report. Liffrig asked for clarification on what the responsibilities of this committee were.
- Foundation – Rhonda will now be the Secretary of the WPRD Foundation. Lori Amsden is the President, Sky Olson will now be the Vice President, Mackenzie Blume is the Treasurer, Justin Graham and Karen Guglich are Board Members.

- Marketing – Devyn Cox is excited about her new position! She has completed the Fall Brochure, met with Rhonda to work on a Senior Brochure, is currently working on a WSC brochure to market to students, implement Instagram and LinkedIn, has added a listing on the ND Tours Website has been added, and WPRD will be sponsoring at the Downtown Market to advertise in the District.
- Parks – All hands-on deck for the Babe Ruth World Series of course and making sure our other parks have been taken care of. Also assisted for the Chokecherry Festival at Davidson Park. We hosted the Cal Ripken State Tournament at Dakota Park. Soccer and Football program fields have been painted and the business continues. The Golf Course has been busy and the progress on the greens this summer has been great. The Clubhouse staff and WPRD have been working on a list for future improvements.
- Facilities – 5033 passes sold in July. 9036 total visits. Silver Sneakers and OnePass are being trained and are ready to go. Rhonda and other fitness staff have had their training so they can be compliant with the senior programs.
- Maintenance – With the changes there will be some transition and training. Sandra will move forward with her new cleaning schedule.
- Child Sitting – Fall/Winter Hours have changed on August 22nd. They continue to have special monthly parties and specials.
- Special Events – 1200 campers attending Kids Camp over 8 weeks this summer! Sk8 Nites have been scheduled for the remainder of the fall. WPRD has taken on the “Kidz Quest” After School Program and there are only 4 spots left in one of the five schools. There is a large waitlist.
- Aquatics – Working with the Sea Lions and the High School to effectively “program the water” while respecting their contracts. A lifeguard certificate course has been scheduled here at the ARC to help train guards with this special certification. With this course we can continue to support surrounding areas like Tioga and Fort Peck. Swimming lessons continuously have waitlists and they continue to hire guards to help with this issue. They have been closing down parts of aquatics to make repairs, deep clean, and do preventive maintenance.
- Recreation – Current programs have high numbers: Tackle Football, Flag Football, Cross Country, and Youth Soccer. Programs coming up: Youth Tennis, IPT Basketball, 4x4 Basketball, Adult Softball, and Adult Volleyball.
- Fitness – Fall Schedule will begin in September with more evening classes. Senior Center classes have been adding participants. Last month 143 seniors tried classes. Orientations are being promoted to help members and guests become more comfortable with the fitness equipment and classes. Upcoming special events: MealPrep Workshop, #ARCFitFam Challenge, and Super Saturdays.

OLD BUSINESS –

- a.

NEW BUSINESS –

- a. Facebook LIVE Board Meetings. Irgens suggested that we livestream our meetings to help those that are unable to attend. Heller believe it will create transparency and give the community a chance to tune in.

CITIZENS TO BE HEARD –

- a. Larry Grondahl was invited to talk about the 2022 Babe Ruth World Series. Williston set the bar so high! Thank you to the Committee Members, Executive Committee, volunteers, sponsors,

players, and fans! The impression that was made was amazing! BEK's TV sent a message that there were 80,000 individual outside streaming service "clicks." There was a lot of exposure for Williston!

MOTION by Owens SECONDED by Jangula the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs