

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF PARKS & RECREATION
WAS HELD AT 5:30 P.M. SEPTEMBER 20, 2022 AT THE WARC.**

PRESENT: Liffrig, Owens, Irgens, Jangula, Heller

ABSENT:

OTHERS: Barsh, Floyd, Lynner, K Cote, A Nelson, J Cote, Layton, Kreklou, Cox, Blume, Z Nelson

Heller called meeting to order.

No correspondence or citizens to be heard.

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

MOTION CARRIED.

MOTION by Jangula, SECONDED by Irgens, we approve Park Dist. bills and Boys Baseball bills. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None. Liffrig asked for a technology line item to be put into the budget for assumed expense down the road.

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

EXECUTIVE DIRECTORS REPORT –

- Fitness: Numbers in classes are rising. #ARCFitFam Challenge starts this week. Personal Training sessions up from last month. Silver Sneakers has 30 people signed up as today. Rhonda has been going to the seniors and signing them up on the spot. There is a lot of interest. 13 on-site senior classes were offered last month.
- Human Resources: Josh Karlin has resigned. Thank you for his years with WPRD! Tawney Gillum has taken over the Front Desk Manager position. New hires are Mike Christen as the Facility Manager, Brooke Douglas and Trevor Powell as Recreation Coordinators, Jess Lynner is officially the Finance Director, Andrea Erdman has filled the District Support Specialist position, and Travis Kitchens has decided to come back to WPRD as the Maintenance Director. Lastly, additional supplement insurance has been offered to employees.
- Parks: Wrapping up summer as the weather changes. The Golf Course is still open. Excited about the working relationship between the Parks and Maintenance Departments. Maintenance projects are being prioritized at the ARC. Security cameras have been installed at Cote Park. Trees are being planted.
- Recreation: Numbers are great! Few new programs... "Rec Cheer" will have participants register through WPRD but will be ran by Jennifer, the current High School cheer coach, and volunteers from her team. "K-2 Basketball" got an upgrade and will be going 2 days a week for a 10 week session in it's new location at Missouri Ridge School. The new Williston Basin Basketball Club has stepped up and will be running this program along with WPRD. We are also excited to announce the "Sports Sampler" which will be for grades K-2 that will have a sample of all the sports that WPRD offers throughout the year.

- Special Events: Our new event, Roller-skating, now has rentals! Thank you to Williston API Chapter for their donation. We are looking at another 50 sets of skates in the future as it gets more popular.
- Child Sitting: Numbers are climbing as new and old members are coming to the ARC. This department is growing again, and we are excited!
- Marketing: Social Media numbers have increased. Website continuously is being updated. A new brochure is being made for the college and one for the Senior Center. Advertising has been updated through the newspaper and radio. WPRD was represented at the Farmers Market. Devyn had activities for the kids and offered a lot of information. We will be a Bronze sponsor at the Williston Expo where we will talk about Wellness programs and Corporate Memberships. North Dakota Park Board Manuals have been updated and will be dispersed.
- Aquatics: A morning swimming lesson session has been added to try to help with big numbers. Pools have been deep cleaned and maintenance repairs have been made. Emergency Actions are in place for the facility and drills are ran periodically so they are ready for when a real emergency happens.

OLD BUSINESS –

- a. NA

NEW BUSINESS –

- a. MOTION by Jangula, SECONDED by Owens, we approve the 2023 Preliminary Budget. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- b. MOTION by Jangula, SECONDED by Irgens, we approve the updates to Policy 200. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- c. MOTION by Jangula, SECONDED by Owens, we approve the updates to Policy 330. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- d. MOTION by Jangula, SECONDED by Liffrig, we approve the updates to Policy 390. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- e. MOTION by Owens, SECONDED by Liffrig, we approve the updates to Policy 400. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- f. MOTION by Jangula, SECONDED by Irgens, we approve the updates to Policy 410. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- g. MOTION by Jangula, SECONDED by Irgens, we approve the updates to Policy 430. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- h. MOTION by Owens, SECONDED by Jangula, we approve the updates to Policy 450. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- i. MOTION by Owens, SECONDED by Jangula, we approve the updates to Policy 460. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- j. MOTION by Liffrig, SECONDED by Owens, to approve the updates to Policy 470 with instruction to revisit at a later date. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- k. MOTION by Liffrig, SECONDED by Jangula, we approve the updates to Policy 480. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- l. MOTION by Liffrig, SECONDED by Jangula, we approve the updates to Policy 570 with instructions for the Benefit Committee to come back with further recommendations. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- m. MOTION by Liffrig, SECONDED by Jangula, we approve the updates to Policy 610. ROLL CALL AYE: Liffrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.

- n. MOTION by Liffbrig, SECONDED by Jangula, to remove Policy 660. ROLL CALL AYE: Liffbrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.
- o. MOTION by Owens, SECONDED by Jangula, to approve an Escrow Account to be added for a rental property at Spring Lake Park. ROLL CALL AYE: Liffbrig, Owens, Irgens, Jangula, Heller. NAY: None. ABSENT: None.

MOTION by Liffbrig SECONDED by Jangula the meeting adjourn.

MOTION CARRIED.

ATTEST: Mackenzie Blume, Director of Facilities and Programs