

LAD Board Meeting Minutes

LEBANON AQUATIC DISTRICT

1800 S 5th Street and via Zoom

October 16, 2023

10. Call to Order

Roll Call

	Expire
Jereme Guenther, Director	Position – 1 6-30 – 2027
Mark McAllister, Chair	Position – 2 6-30 – 2027
Kim Kendall, Vice Chair	Position – 3 6-30 – 2027
Laurie Dennis, Director	Position – 4 6-30 – 2025
Peg Snyder, Director	Position – 5 6-30 – 2025
Lorlee Engler, Executive Director	
Jill Smith, Secretary	

Guests: Rose Kress, Chris Engler, Mary Cooke, Robert Waterhouse, Tara Blake, Matt Myatt, Bill Harbeck, Dorrie Board, Merrie Wales, Alex McHaddad, Kate Gilespeie

Pledge of Allegiance

Adjustments to the Agenda

20. Consent Calendar – Approve September minutes from regular board meeting. Peg moved to accept the minutes as amended. Jeremy seconded - Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update –Lorlee showed the yard signs she ordered. She had reached out to Laurie’s friend, Katie, who creates signs as a profession. Katie suggested that we keep the sign less wordy, have catchy phrases and to remove the QR code. These signs are for people driving in cars – you need to know your audience. If you have signs with foot traffic you would put more information on the signs. Lorlee suggested we make a nice poster with more information and hang it around town. Katie would be happy to help us create some more professional signs and posters. Lorlee asked the board if we want to sell these signs. Jereme suggested we have a form on the website for people to buy a sign or if it is a choice address we could host a sign. Peg and Laurie feel that we should ask people to put signs and posters up as a courtesy to the pool. Jereme suggested we fundraise for one item at a time such as a handrail. Lorlee explained that there are 4-5 major areas included in the renovation plans. Peggy reiterated that our objective is to raise the money for the entire project. Laurie stated that we can’t piecemeal the project. Lorlee agreed we need to keep with the plan she submitted to the specific organizations and grant contributors. Also, the main pool is 30 years older than the warm pool – it is 60 years old and it could have some major problems sooner rather than later. Lorlee explained why and how these repairs are necessary. Lorlee looks at everything through a risk lens. Mark asked if a million dollars is a realistic possibility for Lebanon OR. We may need to go out for a Bond measure. We have \$235,000 in the reserve fund which we add to every year. Laurie feels we need to go full steam ahead and go after the million dollar goal which is more reasonable than the \$10 million from the Bond measure we attempted with the school district. Lorlee pointed out that we have never gone to the voters. Kim asked why do we have no expectation of help from the school district? Do we charge them for using the pool? Lorlee responded it is in our contract that we lease the pool building for \$1 a year and we provide LHS PE and third grade lessons for free. We are to operate and fully take care of the pool up to \$50,000. If there were some sort of catastrophic problem we would go to the school district for discussion. Lorlee will reach out to Jennifer Meckley and have a discussion and revisit the contract we have with the school. Mary Cooke - public comment. She pointed out some options for fundraising such as the fire district is selling bricks, you can get a large quantity of signs for a cheaper amount, Sodaville got over 900 K from Business Oregon and the legislative assembly which we should look into. Matt Wyatt public comment - suggested we form a fundraising committee. Laurie would be willing to head up a fundraising committee. Peg moved we form a committee to make an official committee for fundraising ideas. Laurie seconded. Motion passed unanimously.

30.2 Employee Manual – Tabled to November

30.3 Digitizing Resolutions for Website – Lorlee – Lorlee states that she would appreciate it if, in the future, there are ideas or if the board members come up with something that directly affects Lorlee’s job duties that they give her a courtesy heads up before the board meeting. Regarding the resolutions, she has consulted with the Attorney and by law we are not required to post anything other than our agenda. Other information should go through a public records request form and we would charge a minimal fee. If the board decides to digitalize we can do that, Lorlee will take care of it herself with our current staff, but we are not legally required to do this. Laurie pointed out that she feels this is not a priority. Peg agrees that if anyone wants a record there is a form available to request public records. Kim feels there is a need to make these available. Lorlee

would be glad to go through the resolutions herself and digitalize them. Mark pointed out that we should follow the norm and have the public fill out a form and request what they want.

40. New Business:

40.1 Resolution to Adopt Public Contracting Rules – Lorlee or Mark – Lorlee sent out a resolution to adopt public contracting rules. Kim moved and Peg seconded to table this until the November meeting. Motion passed unanimously.

40.2 Public Records Request Form – Lorlee - Lorlee sent our current public records request to our attorney who made updates. Lorlee emailed this to the board for their review. Lorlee pointed out that if it takes only a few minutes she answers their request and doesn't charge them. Some people may want to request a hard copy of public records. If it is a large request they would use the process of filling out public records request. Peg moved that we accept the public request form Lorlee emailed to them. Laurie seconded. Motion passed unanimously. This form will be posted on the website.

50. Oral Requests and Communications from the audience: Alex McHaddad public comment – regarding digitalizing resolutions. He feels putting information online is a good way to engage the public and enlisting their support. Matt Wyatt public comment – he feels it will be easy to produce these resolutions and it would allow for more transparency to have it on the website. Robert Waterhouse public comment – his main interest is to hear what the plans are to renovate the pool. He questioned what the plan is and the cost and is this still the plan. He pointed out that we have already answered many of his questions. He also volunteered to serve on the fundraising committee. Merrie Wales public comment – how much would it cost to digitalize the information. Lorlee assured her it would not be expensive. Lorlee suggested the board allow her until January to take care of this project. Merrie asked about how secure these documents will be– there is significant possibility of fraud. Mary Cook asked if the incorrect numbers Jereme published are still available to the public. Jereme stated that these figures are still available to the public. Rose Kress public comment – it is not right that a board member has put incorrect information out there for the public which reflects that all the employees of the pool are working free and the director is making all the money. She is requesting that this be removed from the internet. Jereme is clarifying that the numbers are accurate and were always accurate, but that he agreed to remove this link from the YouTube video.

60. Director's Report:

60.1 September Financials - Lorlee reported on the September financials - We are ahead almost \$9,000 in Program Revenue. Expenses were similar to years past. Building maintenance is a little higher as we had some rather large expenses to fix things during our annual closure. September and October financials are generally lower because we get the bulk of our Property Tax money in November and December. PEP fund is the money which is restricted to be used for the pool renovation or expansion. The Reserve fund may be used if there is an emergency and the board deems it necessary to be used. The swim club has money in their checking account, but they are in the negative. We sometimes need to dip into the General Fund to help fund the club. The swim club are fundraising and doing a good job of being more self-sufficient.

Lorlee spoke to Jennifer Moody, reporter for Lebanon Local regarding the pool renovation. Mark will be contacting her as well. We should have an article coming out in about a month.

Lorlee will be attending the ORPA Conference for 2 days in November.

High school swimming will begin on November 13. Lorlee is the head coach and Jim Knaup is Assistant coach.

Lorlee reminded the board about her evaluation next month.

Jim and Lorlee visited Willamalane pool in Springfield. They have thousands on their waiting list for swimming lessons. We took this as encouraging news and decided to add more limited lessons during January.

60.2 Property Tax Report – We have collected close to \$2,600 in Property Tax Revenue in September and October.

60.3 Building update – pool vacuum went out this last month which was close to \$4,000. Surge tank had some repairs.

70. Remarks from the Directors: Laurie reiterated that she will lead up the fundraising committee. Peg feels positive that we will make the renovation happen.

80. Messages and papers from the Chair:

90. Adjournment: Peg moved and Laurie seconded to adjourn. Motion passed unanimously. Meeting adjourned 7:42 pm.