LAD Board Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
July 24, 2023

10. **Call to Order** – 6:00

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

Guests: Larry Mullins
Dave Anderlink
Rose Kaler
Joe Andrews
Chris Engler
Kori Sarrett
Bill Harbeck
Jim Knaup

Pledge of Allegiance
Adjustments to the Agenda – Move new business ahead of unfinished business.

20. **Oral Requests and Communications from the Audience/Staff:** none

30. **Consent Calendar –** Approve June minutes from regular board meeting. Peg moved and Jereme seconded to approved the minutes from the June meeting.

40. **Unfinished Business:**

40.1 Introductions of new Board Members – Kim Kendall and Jereme Guenther - Jereme and Kim introduced themselves and gave a little background on themselves and why they were interested in being on the pool board.

40.2 Pool Renovation update – Larry Mullins and Lorlee E. Larry spoke about the process of fundraising we have gone through so far and our expectations. He has been speaking to many resources to raise the remainder of the money including Weyerhaeuser and the Ford Family Foundation. The financial institutions are beginning to step up and it is possible to pursue a loan situation if that is what the board decides to do. Larry has been referring to Lorlee to have some of the institutions' questions answered about the project specifics. Peg questioned our balance for pool improvements which is just over $200,000. Larry recommends waiting until we have all the funds in before we start the project. We would like to do the renovation next summer. We need to do this because of the condition of the pool, the board needs to keep this pool operational. This is an old pool and the recovery expense could be higher than the money to do the renovation. Larry is cautiously optimistic. Lorlee explained some history of what we have been doing. We started with the hopes of getting some bond proceeds from the School District Bond and when the bond failed, we took a different direction. We reconsidered how we are going to do the pool renovations including redo the liner of both pools, level the pools, new gutter system, mitigate cast iron pipes, put in 2 un-blockable drains and new flooring throughout the facility. This would keep us operational for the next 10-15 years. Dave Anderlik asked the question about who owns the property and how are we connected to the school district. Lorlee clarified that we are a separate entity from the school district. The only connection is our pool is sitting on school district property. Lorlee commented that the pool would not be here today if it was not for the people who helped form the aquatic district back in 2000. Larry stressed that communication is imperative to this process. Larry mentioned that Dave Johnson and another past Olympian, may be open to a triathlon event to help fundraise. Dave Anderlink asked if we have gone out for a bond on our own. Lorlee explained that the Aquatic District has never gone out for a bond. Larry said we should not rule out the possibility of a future bond and that a smaller bond may be successful. Mark thanked Jim Knaup (LAD's pool operator) and Joe Andrews, (private citizen and aquatics industry professional) for helping to take care of our pool. Joe Andrews introduced himself and added some background on the passing of the vote to form our aquatic district. He challenged the board to think about the future generations and what we will do when we need a larger pool. Larry suggested that we do this fix and then start planning for the next step –

think about what we need to do to get a new pool in the future. Laurie Dennis stated that she is looking forward to the day when we can get some land and build a new pool.

50. New Business:

50.1 Oath of Office and Resolution to approve elected board members – Mark McAllister, Jereme Guenther and Kim Kendall – We have an existing oath of office, however Kim K. had some concerns with the existing oath. She looked into other oaths from other Special Districts. None of the oaths she looked into had adherence to the policies of the board which can be changed at any time. She said that she called SDAO and they sent her a template which is acceptable to Special Districts. The oath example she sent has the wording in a different order. Kim feels that agreeing to uphold the duties as a Director is sufficient and that upholding or taking an oath to uphold "policies," is not something that should be in an oath. After much debate, the board members settled on an updated oath to sign and by a verbal agreement, they agreed upon the new oath. Laurie read the updated oath. All agreed to the updated oath. Mark McAllister, Kim Kendal and Jereme Guenther read and signed the Board of Directors Oath.

50.2 Resolutions to: Appoint Chair/vice for 23/24 FY, Name Registered Office and Agent for 23/24 FY, appoint Board Secretary for 23/24 FY. Appoint Chair/vice for 23/24 FY, Laurie D. read the above stated resolutions. Peg moved Jereme seconded. There was a discussion about reassigning the vice chair position from Peg to Kim. Mark entertained a motion to do this. Jereme moved and Kim seconded. Motion passed. Laurie nominated Jill Smith as secretary for the board. Kim questioned appointing a Board secretary, who is not a voting member, because, according to the board policies the secretary has to be a board member. Lorlee commented that the Board Policies might need to be updated. Laurie moved and Mark seconded to appoint Jill Smith as Board Secretary. Motion passed.

50.3 Live streaming Aquatic District meetings via YouTube with permanent archive enabled – Jereme G. Jereme commented that he is recording this meeting on his personal YouTube account. Jereme stated that he and Kim and Mark met to talk about live streaming on YouTube. Kim mentioned that if we have the YouTube channel people can be informed about the meeting and not have to wait for a month for the minutes to be approved. Peg moved and Laurie seconded to table this until the next meeting to look into the specifics and so that more information can be obtained. Jereme said that he would gather more information and bring it to the next meeting.

50.4 Budget and Audit analysis review – Jereme G. – Jereme handed out some paper work that he had been working on, in analyzing the financials and in looking at the District's past audits. Jereme thought that the District budget appears to be in a deficit situation and he is questioning how the numbers are accounted for in the budget. Jereme also felt that the personnel category of the budget seems high. Mark thanked him for his presentation. Peg moved and Laurie seconded to table this topic in order to have our auditor present in order for her to answer any specific questions. Motion passed.

60. Director's Report: Lorlee asked the new board members to provide her with their phone numbers and emails (only) for the web site. Meeting calendar – Jereme moved and Kim seconded to approve the board meetings calendar for FY 23/24.

60.1 June Financials – Lorlee offered to go over financials and they opted to skip this until the next meeting.

60.2 Property Tax Report – will be given at the next meeting

60.3 Building update – We had a problem with the pump due to a power outage on Saturday, July 22nd and had to shut down the pool for the day. Lorlee and some other staff and helpers, were in on Saturday to fix the pool, as Jim K. was on vacation. The problem with the pump has been temporarily fixed and we hope it will hold until the shutdown in September when we can work on the problem. Maintenance closure dates will be Sept 5-10. Lorlee will present a list of maintenance items at the next meeting.

70. Remarks from the Directors: Kim suggested that there is an all-community garage sale on August 19th and we might want to set up a booth.

80. Messages and papers from the Chair: none

90. Adjournment: 7:46

LAD Board Meeting Agenda
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
August 21, 2023

10. Call to Order 6:04

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, Rose Kaler, Dorrie Board, Mary Cooke, David Anderlik, Delbert Scott, Joe Andrews, Jim Knaup, Chris Engler, Matt Wyatt, Malaki Guenther, Sara Jameson.

Pledge of Allegiance
Adjustments to the Agenda – Add SDAO Training 50.3

20. Oral Requests and Communications from the Audience/Staff: Delbert Scott followed up on a topic he brought up a few months ago honoring Judy Phillips who was instrumental in formation of the District in 2001. Lorlee assured him that she has been in contact with the family and we are still in the process of doing this. Kim suggested we move the oral requests from the audience to after New Business. Peg moved to move the oral request to 50.4 after new business. Mark seconded. Motion approved.

30. Consent Calendar – Approve July minutes from regular board meeting. Peg moved to accept the minutes with some minor changes, Jereme seconded. Motion approved.

40. Unfinished Business:

40.1 Pool Renovation update –Lorlee E. – We were successful in getting the Ford Family Grant of $25,000 which is pending until we are closer to our goal. We are scheduled to have a progress report meeting in one year with them. Jereme was concerned that a large amount of this money went to Larry Mullins. Laurie responded that we want to keep Larry on as a consultant with the District. His contacts are invaluable and he is an expert on getting donations. We have received $40,000 last fiscal year which is a lot of money in donations. Our plan is to raise a million dollars and we recognize this will be difficult but Larry is beneficial to achieving this goal. Kim wanted to know if his agreement with us should have some sort of milestones. Jereme feels that we should see some milestones with Larry. Laurie and Peg were both firm that they are happy with Larry's progress. Mark commented that we should keep going with Larry and that everything is on track. Jereme asked to see the contract and add some milestones. The board agreed that the next few months are great timing for fundraising. Kim pointed out that we should have a resolution regarding contracts with the Lebanon Aquatic District. She also talked about procedure of getting rid of district property. Lorlee assured her we have a process for getting rid of any large item that is District property and that most of the items we discard are because they are small items that are disposable.

40.2 Live streaming Aquatic District meetings – Discussion – Jereme commented that we should not put funds into equipment for live streaming. Peg agreed. We can set up an account with Youtube for Lebanon Aquatic. Lorlee will create a gmail account for the Lebanon Aquatic District to use for this purpose. Jereme moved we should livestream board meetings when a board member has equipment available and under a LAD account. Kim seconded. Motion approved.

40.3 Budget and Audit analysis – Discussion – Jereme brought in some numbers he has been working with. Peg questioned where he was getting some of his numbers. He got some of the numbers from the budget. Peg explained about how we do our budget and we bring forward the ending balance from the previous year. We operate with governmental accounting. Peg and Laurie assured him we are audited every year and we have an excellent accountant. We are governed by SDAO and we are not running in a deficit. The auditor has assured us we are in good standing and has provided documentation showing how well we are doing. Laurie assured the board and public that we have never operated in a deficit. The board requested this topic be tabled until next year as our budget is already complete and approved.

50. New Business:

50.1 Pool Maintenance closure dates and repairs/work to complete – Close Sept 5-10 and open back up on Sept 11. Leak in surge tank, drain out the warm pool and drain down the main pool.

50.2 Fall Schedule Changes – 1-3 rec swims will end the end of this month. Third graders and High School PE will begin when school starts.

50.3 SDAO Training – Laurie will be going to a board training in September in Salem, Peg will be going to one in September in Astoria. George Dunkel is willing to come to our location for training in October. Mark and Kim have watched a you tube version of the training. Jereme will watch the virtual training. Kim reported that board members can email all the board members as long as you do not reply. Lorlee responded that the rule is it must be fewer than 3 board members to discuss LAD business without a quorum and published public meeting.

Audience: Some of the audience asked if they can watch the board training. Dorrie Board commented that it seemed there is a lot of animosity in the room. The board explained that there are new people on the board and a lot of information to explain to the new board members and it must be done in a public meeting. Sara Jameson at St Martins on zoom had contacted us about showers for the homeless. She has requested that they get a discounted price for showers. This will be put on the agenda for next month. Chris Engler asked if Jereme's spreadsheet with the budget numbers is public. Jereme responded that the public document is less misleading than the one handed out at the meeting.

60. Director's Report:

60.1 June and July Financials – Lorlee reported on the June and July financial reports. The General Fund used money to support the swim club. Last year we transferred money from the swim club checking account to pay back the general fund. The board may decide to do that again this year. The club is growing so we will look at it in another few months. Lorlee went over the Profit and Loss report from last fiscal year showing we came out ahead. July Financials (the first month of the fiscal year) we got in $22,000 total programs. If the next 11 months are as good as July we will be ahead of the budget figures.

60.2 Property Tax Report – We got some timber revenue this month. We get the most of the Property Taxes around November. We did not get any property tax money in July.

60.3 Building update – We had some work done on the toilets in the Women's locker room. General maintenance and cleaning will be done during the scheduled maintenance closure in September.

70. Remarks from the Directors: Mark entertained a discussion on Fundraising. We are getting a banner and possible yard signs to get the word out around town about our fundraising. We will be putting the fundraising information on the website. Laurie will be reaching out to a friend who is a graphic artist and see what she can do for us. We should add a QR Code to the signs. Kim suggested we set up a Cash app or Venmo for people to donate money. Lorlee is working on a thermometer poster to put up in the lobby. We will have some mock ups of yard signs for the next board meeting.

80. Messages and papers from the Chair:

90. Adjournment: - 7:52 pm

LAD Board Meeting Agenda Updated
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
September 18, 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 (absent)	

Guests: Robert Waterhouse, Sara Jameson, Jum Philips, Sara Brown, Chris Engler, Jim Knaup, Matthew Wyatt, Rose Kress (substitute for Jill Smith), Larry Mullins, Mary Cook, Dorrie Board, Merrie Wales

Meeting called to order at 6:00pm

Pledge of Allegiance

Adjustments to the Agenda
No adjustments were made to the agenda.

20. Consent Calendar – Approve August minutes from regular board meeting
Peg moved to accept the minutes. Laurie seconded the motion. Jereme voted Aye. Mark voted aye. Kim voted aye. Laurie voted aye. Peg voted aye. The motion to approve the minutes passed.

30. Unfinished Business:

30.1 Pool Renovation update – Larry Mullins and Lorlee E.

Lorlee said that Larry was hired to fundraise for renovations and that any funds raised from the fundraising are separate from LAD's operating costs, we are not raising funds to operate the pool, but to renovate.
Larry described how he began his fundraising effort this year. Prior to that he was involved in the bond issue, which was not successful. Fundraising takes a lot of work to build a foundation to get the effort moving forward. We have had some modest success. We could have more success with a concentrated effort. Larry then gave notice of resignation beginning October 1st. Per his contract, he is required to give a 10-day notification. He wanted to give a little more to provide for adequate notice for a transition over the next couple of weeks. Larry stated that he would be willing to work on a limited basis Pro Bono for the next couple of months if the Board wants to follow through with this fundraising project. He feels that the Board is not fully committed. Larry then stated that trying to do a quick fix when the damage is done is much more difficult than being proactive. The failure of the Bond Issue did not change the needs of the pool. It should come out of a Capital Campaign, funds specifically for fixing the pool, not operating costs. A million-dollar campaign seemed to be feasible. $200,000 is currently available. While there is an opportunity to borrow those funds, that does not seem reasonable when the district is close to paying off other loans. He put the question of whether the Board is really committed to this project on the table. He is pulling himself out of the equation and has already accepted another engagement. Larry stated that he will follow up on the contacts that have already been made.
Board members Peg, Laurie, and Mark thanked Larry for his time and effort. They stated that they appreciated his willingness to see things through.
Jereme then asked, "I have heard that unless you are hired by the district that you have very little power behind your voice. Does that make a difference?"
Larry responded that what makes a difference is that there is a commitment and whether you are sincere about the project and people can tell. He is willing to help as he can, if he is wanted, and if he sees a full level of support from the Board. The Directors are often asked to make a gesture to show that they are committed. He has been asked if the directors are behind this project. He suggested that the Board talk amongst themselves about whether this is the right project and then come back and take an affirmation vote on the commitment.
Laurie responded that Larry was being very generous. We need to formalize this campaign. Board members need to show their commitment to the campaign.
Mark said he comes and swims 20 times a month. He does not see it lasting forever. The path we are on seems to be the best path, since we are not getting a new pool. Mark is all for fixing the pool.

Peggy stated that she is in the pool eight to nine hours a week and would be lost without this pool. She is willing to put in the effort to renovate this pool.
Jereme stated that since he is new and could use some direction, he is more than willing to give up his time in meeting with Larry.
Lorlee stated that there are no words to say how much she appreciated working with Larry over the past couple of years. Besides helping us try to fundraise, getting advice from him has been wonderful. Larry is a stellar human being.
Larry said he believes in the cause. He is available on an as needed basis.
30.2 Contract milestones for consultant/Larry Mullins – topic removed

30.3 Yard signs, banners, and fundraising marketing options
Lorlee pointed out the new banner that Jill put together. The last one the pool had broke. The sign is used for Expos and major events throughout the year to represent the pool. The QR code on the sign takes people to the website. This can go up in the lobby when not in use for events.
Laurie stated that she has a friend who has a business and does signs, t-shirts, car signs, for the schools in Corvallis. If we have ideas, we can send them to her and she will do t-shirts, yard signs, and banners. If the Board gives her ideas, her friend is willing to work up estimates and could produce final products in five to seven days.
Lorlee suggested that we might buying a banner that goes across main street. She also mentioned that she would inquire about who made the sign for the high school.
Kim stated that expenses under $1,000, do not need to be approved by the board. Wonders if the person that posts on The Buzz about swim lessons could post "the first 10 people who have never been to the pool, message us." A lot of people in that group are new and looking to do things. They might jump at a chance.
Jereme responded that our culture loves something free and free stuff is missing from things like the banner. He felt a little embarrassed that things were rickety and there was not a stand to put anything on. A version of the sign to go on the table would be helpful in case of wind. He is also wondering if we might sponsor events, he wondered about the Pool being a sponsor for future events like the event in the park that he attended.
Lorlee stated that the Lebanon Chamber has a forum lunch where a business in the area will sponsor the meal. We looked at doing something like that.
Laurie then asked where would we put something Free on the banner?
Jereme responded that we already give a first swim away for free, he thought there was something in the trifold flier that said that.
Lorlee mentioned that in the past, the very first rec swim of the summer was free for the first 150 people in the door. We had hot dogs and a sale on Family Passes.
Peggy responded if a member has a friend from out of town, they can try a class for free.
Lorlee clarified that no, we do not give away free swims. We do allow people who have filled out Silver Sneakers forms to swim until their eligibility is cleared and we usually give out a coupon for a free rec swim to kids in our lesson program upon finishing.
Lorlee passed out examples of yards signs for approval.
Jereme asked if we can we buy extra and what the next step would be.
Lorlee said yes, it is just a matter of storage and that she can get some signs printed up.
Jereme suggested selecting two options, a basic advertising, and a fundraising.
Mark said he would put one in his yard.
Rose Kress asked that the Board initial the upper right-hand corner the ones selected.
Jereme suggested joining with the cops for fundraising.

30.4 Updated Employee Manual
Lorlee stated that the manual is 41 pages long and the printer was out this afternoon, so it was emailed to everyone. She asked that everyone read it and give her their ideas, rather than print out the 41 pages.
Kim asked if the board could have it electronically and send thoughts to have it updated that way?
Mark said that he had not had a chance and will read by next time.
Jereme asked if it was a complete rewrite?
Lorlee responded yes, the state makes new laws and we must update on a regular basis.
Kim stated that if we give ourselves 15 days and that gives Lorlee 10 days to incorporate, and then bring it back to the next meeting.
Mark added a point of clarification that the Board has until the beginning of October.

40. <u>New Business:</u>
50.1 Public showers Discussion
Sara Jameson from St. Martin's Episcopal Church. They have been helping the homeless by providing resources. In the past they have purchased shower coupons for $1.00 each (before COVID). The price went up after COVID. Could the pool make a

shower only option? The city has no money nor plans to make public showers. No other organization has public showers. Sometimes they jump in the river. They want to ask can you consider some kind of way to have a less expensive option. She would like the Board to come up with an option.
Laurie stated that was powerful and she would like to support that cause.
Peg mention that there were certain times because they cannot be here with kids.
Kim asked if someone from the church could be here to take responsibility?
Sara said she would ask, but they do not have many volunteers.
Kim stated that if someone was here, they could make sure that people are not bringing in their shopping carts.
Kim asked if there anything on the back of the coupon for setting up expectations?
Lorlee said it would not work, to put expectations on the coupon. Half of the people are fine. The other half have something going on. They make a mess in the locker room or a biohazard mess that staff must clean up. They are allowed them to come in during noon lap.
Kim suggested that it might be more controlled with clear expectations of behavior.
Lorlee said there are clear rules for the use of the pool. The issue is that they want a reduced price. She called around to other pools and they charge their adult admission price. When Covid hit, allowing public showers was not an option because space in the building was so limited.
Jereme said that it seems that there is administrative overhead? Is there a way that the Church can reduce that overhead?
Sara responded that she understands what Lorlee is saying. Signs can be put up and people do not read them. The rules can be printed on a ticket, she likes the suggestion that they might find some chaperones. Sara would not want to discriminate against anyone. It could be tricky to say that someone cannot take a shower if they have mental health issues.
Lorlee said that it is not just the unhoused that are coming in for showers. During the Jamboree, or people camped at Gil's landing that want to come down and take a shower. We do provide showers for the public, regardless of the issue. She is fine with letting people know when. She needs to know if we can reduce the price and if so, how much?
Jereme said he would want Lorlee to let us know about the overhead and come up with a price that we can afford.
Lorlee mentioned that Jim Knaup had come up with an idea. We could look at reducing our price and put on a special event where we open from 8 – 10am on Saturday. We would get the word out and open the facility for people to take a shower and the church could help with the cleaning. We would still have to have lifeguards available in case someone jumped in the pool.
Sara said it is good to look at options.

50.2 Digitizing and online availability of LAD resolutions/documentation

Kim stated that has asked Lorlee to send her documents and resolutions that need to be looked up. To help with this, she spoke to the City Manager of Sodaville, Alex, and he has offered to work with the Pool to get an unpaid intern to digitize all publicly needed information. The internship position would be advertised and interviewed. In return for their work, they would get a letter of recommendation.
Lorlee asked what needs to be digitized?
Kim responded that all resolutions should be digitized. Alex and the intern would go through the resolutions and determine which ones are valid and digitize those. Google Drive provides free storage, so anyone can go and look at current resolutions. Kim has looked at a few websites and those have records that go back two years. The resolutions should all be visible, so we know what may need to be updated.
Jereme asked if we know how much storage we are paying for with our website? Is it being uploaded to the website or is there is some sort of other arrangement?
Lorlee responded that it is $40 a month for hosting.
Peg asked why would you have to have everything back 10 years?
Kim responded that state law says everything must be available to the public. This way all resolutions would be available. It gives us visibility as a board. The new Attorney General rules for public contracting laws are 200 pages long.
Lorlee responded that we do have a public records request form. Most governmental bodies have the forms on their website and the district can charge people a nominal fee. Lorlee pointed out that as a District, we don't need to post everything on the website, that is what the public records request form is for.
Kim responded that it does not give her access. If she asked for all valid resolutions would Lorlee be able to get those for her? We need to make sure that something has not superseded the new ones. We do not look at it enough to know what is valid.
Peg asked that since this is the first time, we are hearing this, could we have time to think about it?
Kim said that we could do a better job about sending something to Lorlee so we can have an information packet in time for the meeting. If we had this as a process, she could have written this up ahead of time, sent it to Lorlee, and she could have sent out an information package.
Peg stated that at this point she is going to make a motion to table this to talk about this when we have more information.
Laurie asked how much time are we talking about with the volunteer? How much time does he need to work with Lorlee?
Kim responded that Alex would work with Lorlee to create the description, interview, and tell him what the process is. He will then supervise that person in their work.
Jereme suggested that it might be nice to get a rundown of Lorlee's schedule. It would be nice to know what he is asking of her.
Lorlee said that she is salaried so it depends on what is going on. Some weeks she works 40 hours and some 60 hours.

Peg asked if this could be tabled again until next time.
Kim responded that if Peg tells her what she does not understand, then Kim can email Peg back.
Laurie stated that she seconds the motion.
Kim asked if we need to make a motion? Kim said that she didn't think there needs to be a motion, this project can just happen. She then asked if we send something to Lorlee, like adding something to the agenda, can she put our names with it? If we have an information packet with the agenda, then we should provide that as well.

50. Oral Requests and Communications from the Audience:

Merrie Wales via zoom said, this is regarding the excel spreadsheet of expenses introduced during the July meeting and discussed again during the August meeting. On the top right of the document, it lists the director's salary, incorrectly, as $289,00. I am concerned that this misinformation now exists in the public record and has been distributed among the public. At the August meeting, Jereme mentioned that there were other columns to the right, but those could not be seen. In the interest of transparency, this information should be corrected to match the actual budget and expenses of the pool We would not want the public to incorrectly assume that the lifeguards and other staff work for free while the Director is the only paid employee.
Jereme responded, that is a good comment. He started going in that direction and still has some work to do. The document is not very accurate. That was a bad thing to present at that time.
Kim asked if the link is public.
Jereme responded that it should be in the link to the first video.
Laurie stated that she would not want that posted. She thinks that Jereme is looking for something wrong that is not there. The auditor's, bookkeepers, and accountants have not missed anything. She feels it should be removed until it is corrected.
Lorlee mentioned that the budget has the good numbers.
Jereme said he wants people to critique his numbers, that is the only way that he can get better at his numbers.
Merrie asked if there was a date for when the incorrect spreadsheet would be removed from the internet.
Mark stated that there is a meeting scheduled Friday the 22nd of October with the accountants to discuss the budget and how the accounting is done. He stated it was time to move on and not to get into this discussion again.

60. Executive Director's Report:

60.1 August Financials

Lorlee stated that back in 2013, LAD transferred money into a money market at a local bank from the LGIP. Currently, LGIP interest rates would be considerable higher than the money market, 4%, versus 0.2%. While the LGIP goes up and down, the fluctuation is less. LGIP needs a resolution from the board to apply, which she has provided, as well as the section in the minutes stating that we are going to apply. As soon as the application is complete, we can move the money. Lorlee thanked Jereme for looking into using the LGIP, it was a good call.
Kim read Resolution aloud (attached).
Laurie moved to accept the resolution. Peg seconded the motion. Jereme voted Aye. Mark voted aye. Kim voted aye. Laurie voted aye. Peg voted aye. The motion to approve the resolution passed.
Lorlee then moved on to August financials. Tina sent out all five reports. As a reminder, the fiscal year starts July 1. See attached. We are ahead of where we were last time at this year. She went over the reports, interest, property tax, lessons, and a donation. Lorlee stated that PERS is a big expense and everyone is eligible for PERS. Once an employee becomes eligible, they are obligated and cannot opt out.
Jereme asked if it is mandatory, can we turn it off for the high school students?
Lorlee explained that it would cost just as much to get out of it as it would to stay in it. Once you work 300 hours in a calendar year, you become eligible. The district has a low turnover of staff. PERS is a good benefit. They get mandatory sick leave from the state. Other than that, employees do not get anything from that. There was a change in the advertising due to the Democrat Herald sending a bill from last year.

60.2 Property Tax Report

There was no property tax collected.

60.3 Building update – work completed during closure

Lorlee went over the work done during the closure. Plumbing in the surge tank was repaired. When they took a piece off the wall, they saw the cast iron pipe and it looked pretty good for having chlorinated water going through it. A lot of painting and cleaning was done. Proud of my staff that hung in and got the job done.
We have an inservice this Saturday for my staff.
Laurie said when we get the pool renovated, we will have two drains. Will that help the draining?
Lorlee responded yes and no. The problem was that there was water going into an area in the surge tank where it was not supposed to. It takes 4 hours to drain with the big pump. At 3 hours in, the big pool pump conked out and lost prime, we could not get it going again. We relied on three tiny little pumps. When we get two new drains, we are going to have to upsize the pipes. If we redo the pipes, we are not going to make the state requirements for water movements by the hour. We try not to

empty water, it is expensive. We try not to swap out water very often. The warm pool we try to drain out multiple times a year. We are backwashing and it is clean.

70. Remarks from the Directors:

Kim asked about a grant from Linn County Commissioners.
Lorlee stated that if she applies for the Linn County Youth Wage Grant. We can submit three minors and we got $2 an hour for those individuals from the hours they worked from May – September. We got it for up to $1,000 per person.

Peg said she is happy to talk to Jereme and Kim. Happy the pool was only closed for a week.

Laurie said she came in during the renovations and saw Jim coming up with solutions and all the people working hard. She appreciates hearing forward thinking things, like the digital age.

Jereme said he does not have any suggestions.

Kim said just a reminder that we have until October 1st to get edits on the manual to Lorlee.

80. Messages and papers from the Chair:

90. Adjournment:

Peg moved to adjourn. The motion was seconded. Jereme voted Aye. Mark voted aye. Kim voted aye. Laurie voted aye. Peg voted aye. The motion passed.

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 Gilespie

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.

LAD Board Meeting Agenda
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
November 13, 2023

10. Call to Order - 6:03

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: Tara Blake, Rose Kaler

Pledge of Allegiance
Adjustments to the Agenda - move 90.0 Executive Session to December

20. Consent Calendar – Approve September minutes from regular board meeting - Jereme wanted to clarify that he feels the numbers are accurate and he has removed that from the internet. Peg moved and Laurie seconded to accept the minutes with the changes. Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie reported that we are having our first meeting on Wednesday, Nov 15th at 6:00 pm. At the pool. In the meantime, she has gotten some information about a yard sign company who can do the signs for $3 each. Laurie has a friend who will help us with the wording of the signs at no cost. The wording needs to clarify that we are not part of the school district and to make people more familiar with the pool. They also want to get some flyers printed. Laurie reached out to Larry Mullins who was very helpful. The committee are encouraging everyone to spread the word and drum up some interest in helping out the fundraising. We have another group called friends of the pool who are brainstorming about fundraising also. Rose Kaler public comment: Questioning about Larry's idea to get a past olympian here to do a fundraiser which was mentioned in the July meeting minutes. Laurie will ask Larry about this fundraiser idea. August 21 meeting minutes mentioned that we missed out on donations from July to October. She was wondering if we have received any more donations. Larry had been in contact with some donors but there wasn't anyone committed at the time of his leaving. Laurie asked Larry for advice on how to approach a business and he gave her some ideas. Laurie will continue to talk to Larry to get some future advise. Rose Kaler suggested asking Samaritan for money. Mary Cooke said she would look into who to talk to at Samaritan.

30.2 Employee Manual – Mark - Laurie felt the new manual was fine. Kim asked if there were many changes. Lorlee answered we had to add FMLA. Jereme had some concerns about the firearms section and feels it should not be in the manual. He feels it needs to be worded differently because it prohibits someone coming in from defending themselves but it actually no practical purpose since we are on school grounds and firearms are not allowed. Lorlee pointed out that we need to be forward thinking and we many not always be on school property. Peg moved we accept the employee manual as presented. Laurie seconded. Motion vote results: Kim-yes, Mark-yes, Peggy-yes, Laurie-yes, Jereme-No. Motion to approve the employee manual passed.

30.3 Resolution to Adopt Public Contracting Rules –- Lorlee emailed out the resolution with the attorney's notes included in the document. Kim stated that she doesn't understand the significance of the amounts and wondered if the other board members understood them enough to pass this resolution. Lorlee agreed with Kim that it is a little bit confusing. Lorlee explained some of the dollar amount requirements for getting bids. Kim asked about the procedure for buying a large item and consulting the board with this decision. Lorlee clarified that she would do both. A large item requires three bids which the board would vote on. If there is enough time to plan ahead she would let the board know and the board would vote on three bids. Jereme suggested we have more clear wording stating that a contract is something that is a long term agreement. Lorlee needs to

have some flexibility when there is an urgent requirement such as the boiler goes down. Lorlee will modify wording of the document before the next meeting and have it for the December meeting. Peg asked to table this until the December meeting.

40. **New Business:**

40.1 No New Business

50. **Oral Requests and Communications from the audience:** Tara Blake - public comment: Asked where the fundraising meeting dates/times are posted. It will be posted tonight and posted on the website. She asked if the school district helps financial with the repairs - no they do not. Tara also asked about the executive session and if the results are public. The minutes will go to executive session then the results will be in the minutes.

Lorlee reported that she sent our contract we have with the School District to Will Lewis. The lease was a 20 year lease and it has expired.

Kim asked about a form to fill out to be used in Lorlee's evaluation. Laurie clarified that the evaluation is based on the duties of the job description of the director. Kim feels that the contract is 9.5 years old and it needs to be updated. She would feel better if we were to give Lorlee an opportunity to point out many of the things that she has accomplished in the last 12 months. Peg pointed out that there are so many dozens of things she does. Kim suggested she fill out a self evaluation based on her job description and her day to day duties. Lorlee stated that she has a more updated job description she can provide to the board. Lorlee will provide this information to our attorney for her review and let our attorney know that Mark and Kim will be talking to the attorney before the next meeting. Kim moved and Laurie seconded that Mark and Kim will be able to have a conversation with Eileen. Motion passed unanimously.

60. **Director's Report:**

60.1 October Financials - Lorlee reported on October financials. Total Programming was $18,126. Total Programming does not include Property Tax money. The General Fund revenue amount is total programming plus property tax money. Expenses were mainly maintenance. October we spent $6,300 on fixing things that have broken down. She is a little concerned that we have spent half of our budget already which we have no control over. Part time temp is under budget. Lorlee keeps a close eye on that. New Diving board will be coming 12-16 weeks out and will be about $6,000.

60.2 Property Tax Report - We are starting to get property tax money. We have received $13,263 so far.

60.3 Building update - Boiler problems. The boiler is 13 years old. More than one repair person has told us that boilers only last 10-11 years. It is getting harder and harder to get parts for it and we need to look at replacing it. We had some vandalism on Halloween and it caused the igniter to go out. We have replaced it and we need to decide if we are going to limp it along for another year or go ahead and replace it. It will probably be $30,000+ not including labor. We got the approval for LGIP. This would replace our current money market account. They need at least two people to be listed on the account and what kind of permissions they will have. Lorlee recommends that she, Tina Koopman and the one board member be on the account. Jereme volunteered to be the board member on the account with full access.

Lorlee reported that we had our health inspection which we always pass. Lorlee went to the ORPA Conference in Portland which was beneficial. One of our colleagues Joe Andrews received an award for Aquatics Professional of the Year! Lorlee would like to go to the AOAP Conference in Reno in February which would include all the new Red Cross changes. She has applied for a grant which would help pay for it. Lorlee will get more specific information and pricing and bring back to the next meeting.

70. **Remarks from the Directors:**

Kim wanted a timeline for the contract with the school district. Lorlee has already starting discussion with the school district on changing some of the wording. Jereme asked Kim to send Lorlee some of her ideas of what to add to or change in the lease agreement. Lorlee will scan the current lease agreement and send it to the board members.

The Board will meet for training on Nov 30th which will not be a public meeting discussing pool business.

80. **Messages and papers from the Chair:** none

100. **Adjournment: -** 7:51

LAD Board Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street
December 18, 2023

10. Call to Order 6:03

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
Matt Wyatt
Mary Cooke

Pledge of Allegiance
Adjustments to the Agenda

20. Consent Calendar – Approve November minutes from regular board meeting Item 30.2 Kim wanted to point out that she abstained from vote. Lori moved and Kim seconded to approve the minutes. Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie reported on the fundraising meeting which was held Dec 15th. They had discussed the signs and the wording of the signs to promote the pool expansion. A plan to do a swim-a-thon type fundraiser to raise funds for the pool is being considered. Lorlee shared that she and Laurie had a meeting with Larry Mullins to brainstorm some ideas for fundraising. Laurie brought up that we need to do a bond measure. If we go out for a smaller bond measure than we went out for in the past we can reach our goal and fix what we need to do. Peg agreed that we could go for a smaller amount because we are actively fundraising. Mark asked about the PEP Project and what the result was. Lorlee reported that amount was $90,000 which is still in the reserve fund.

30.2 Resolution to Adopt Public Contracting Rules – Lorlee - The resolution was edited by the Attorney for the district amending the wording. The board decided to table the resolution to give the board an opportunity to review it and bring it back to the table in January.

30.3 Boiler Update – Lorlee - Lorlee has three bids for the boiler. HR Mechanical has three options for boiler solutions which would replacing the boiler for $89,762 + some training costs. Other bids are similar in price. Lorlee recommends we wait until Spring Break for the convenience of timing. Lorlee showed the meeting attendants the boiler and explained the problems. Twin boilers are recommended. Lorlee explained how they would work with this pool and the benefits of using the company who is more familiar with the pool. This will be two week shut down to install this system.
Lorlee also pointed out that she reached out to Oregon Energy Trust and they will give us some money towards the boiler project. The board discussed the boiler situation and decided to go with HR Mechanical. Laurie moved and Jereme seconded to get the boiler replaced. Motion passed unanimously.

40. New Business:

40.1 Director Evaluation Document – Laurie - passed out a blank evaluation for the board's consideration. Peg moved and Jereme seconded to accept this form. Motion passed unanimously.

40.2 Holiday Closure Dates - Closed December 25th and Jan 1st.

50. Oral Requests and Communications from the audience: none

60. Director's Report:

60.1 November Financials _ We have $536,598.51 Property Tax Money. Jereme asked about the reserve fund. The reserve fund is not restricted and the pep fund is only for pool expansion. Total programs are a little lower for Nov and Dec because we don't have swimming lessons. Maintenance-building - We have spent a lot of money on the boiler and the roof leak.

60.2 Property Tax Report

60.3 Building update – Roof patch, SDIS Safety & Security Grant – LAD received a grant from SDIS, The Safety & Security Grant for $2193, for our camera upgrade project.

70. Remarks from the Directors: - Laurie will be talking to Mark about Swim Club fundraising helping the pool. Peg congratulated the boys on their winning the swim meet this last Saturday, Dec 16th. Update on the pool contract. The school district has not gotten back to us about it. Peg moved to adjourn this meeting for executive session at 7:15 pm. Laurie seconded. Motion passed unanimously

Executive Session 7:15

Executive Session Adjourn 7:50pm

80. Messages and papers from the Chair:

90. Executive Session: ORS 192.660(8) To *review and evaluate the performance of an officer, employee or staff member if the person does not request an open meeting. This reason for executive session may not be used to do a general evaluation of an agency goal, objective or operation or any directive to personnel concerning these subjects.*

90.1 To Evaluate the executive director

Peg moved to adjourn this meeting for executive session at 7:15 pm. Laurie seconded. Motion passed unanimously

Regular Meeting Conclusion:

Return to regular session at 7:54

Overall, everyone agrees that Lorlee is doing a good job and loves the pool.

We discussed if a raise would be given and how much. It was decided the COLA increase of 3.2% would be voted on as the raise. The new Executive Directors salary would be $84,821.49.

Yes – Mark, Laurie and Peg

No – Jereme and Kim – both stated that this decision was not performance related but was more about it not being a good time to divert any funding away from the pool repairs.

Vote to adjourn meeting – All voted yes

100. Adjournment: 8:06

LAD Board Meeting Agenda
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
January 22, 2024

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: Bill Harbeck
Rose Kaler
Sarah Brown
Clyde Rood

Pledge of Allegiance
Adjustments to the Agenda – Lorlee reported that Kori cannot be here tonight. She will be here for the February meeting.

20. Consent Calendar – Approve December minutes from regular and executive session board meeting – Peg moved and Jereme seconded to accept the minutes as emailed. Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie – Jereme reported nothing new since the last meeting. Laurie reported that the last meeting was Dec 15, 2023 and she is now ready to meet with Lorlee and set the next meeting.

30.2 Resolution to Adopt Public Contracting Rules (Resolution 2024-01-01) – Lorlee – The board was emailed the resolution. Jereme asked that we remove the paragraph regarding ownership status. Jereme moved that we accept this resolution with the change. Kim seconded. Motion passed unanimously.

30.3 Lease Agreement Update between LAD and LCSD – Lorlee reported on the updated lease agreement with the school district. Lorlee and the school district met on their recommended changes. The final agreement will be presented to the board when the school district has finalized it. The board will review the agreement at a future meeting.

40. New Business:

40.1 2023 Audit Discussion with Kori Sarrett, CPA - postponed

40.2 New Contract for Executive Director – Mark – Laurie moved and Peg seconded that the contract salary and term date for the director be retroactive to November 1, 2023. Motion passed; Peg yes, Laurie yes, Mark yes, Jereme no, Kim no.

40.3 Resolution to Transfer Funds – Mark read the Resolution 2024-01-02 Laurie moved and Peg seconded to accept the resolution to reverse the transfer from the General Fund into the Reserve Fund and to transfer money from Personnel Services into Capital and Building Maintenance within the General Fund. Laurie moved and Peg seconded to accept the resolution to transfer funds. Motion passed unanimously.

50. Oral Requests and Communications from the audience:

60. Director's Report:

60.1 December Financials

Financials

Balance Sheet 12/31/23 total current assets $842,171. Last year 12/31/22 we had $753,170 so we have $89,000 more assets than last year at this time.

Swim Club Checking - $ 32,284 Balance, I'm proposing that, next month we transfer $18,000 from Club checking to the General Fund to help offset the -$37,054 that the swim club "owes" the general fund.

General Fund – running slightly ahead of our projected Total Programs Revenue. Mark commented that the swim club had a successful weekend with the swim meet. Lorlee also reported that some of the parents want to start up the Swim Club Parent's Board.

Programming is up. Our lessons program is going again after the holiday break and the exercise classes are full.
We have been using the building maintenance funds because of things breaking. Jereme would like to see a list of the building maintenance items. Lorlee will compile a list. Lorlee spent some time educating everyone about how the boiler, HVAC controller and building heat work.

60.2 Property Tax Report

60.3 Facility update and LAD Past/Current Resolutions Projects

- Boiler Repairs – tentatively scheduled for March 26 – April 7, 2024. Opening up on Monday, March 8th.
- Lorlee is not attending AOAP this year, will look into going next year.
- Lorlee cataloged all of the past/current resolutions and will work on scanning all of the documents, if the Board would like her to do that. She will also be looking into which current resolutions need updating, much like we have done with our Public Contracting Rules Resolution. She will bring them to the Board periodically as the Board can make sure that all of our resolutions and policies are up to date.

70. Remarks from the Directors:

Kim asked how we fill the vacancies for the budget committee. Lorlee reported that we spread the word and the board interviews the people who are interested in serving on the budget committee.

Laurie talked about Santa Clara CA Swim Center closed indefinitely for repairs. This pool was built in 1966 in comparison to our pool being built in 1967. She wanted to raise awareness that we need to make sure this does not happen to us and get our fundraising going.

80. Messages and papers from the Chair:

100. Adjournment: Laurie moved and Laurie seconded to adjourn – 7:17 pm.

LAD Board Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
February 19, 2024

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 in attendance:
Rose Kress, Sarah Brown, Chris Engler, Dorrie Board via Zoom, Bill Harbeck via Zoom, and Jennifer Meckley via Zoom

Pledge of Allegiance
Adjustments to the Agenda

20. Consent Calendar – Approve January minutes from regular board meeting. Peg moved and Laurie seconded to approve the minutes as emailed. Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie - The fundraising committee had a meeting on Friday, Feb 16th and Sarah from the paper and Joe Andrews were in attendance. There were a lot of ideas presented. Laurie passed out copies of the minutes from the fundraising meeting. They firmed up a date for the first fundraising event. May 18 will be our Splash for Cash fundraising event. Some of the volunteers are going to recruit other people to help. The committee still needs to work on the marketing ideas. Robert Waterhouse put together an informational booklet which, when completed will be able to be distributed. Dorothy Bell, a Lebanon author put together a poster with historical information about the pool. Lorlee will hang this in the lobby of the pool for everyone to see. The committee has some great ideas and they have work to do but they feel like there is forward progress being made. They would welcome any volunteers and comments from the public.

30.2 Lease Agreement Update between LAD and LCSD – Mark - Lease Agreement Update: Mark and Lorlee talked to the school district about our contract. The school district is currently in discussion with us and they will get back to us with the draft agreement for us to consider.

40. New Business:

40.1 2023 Audit Discussion with Kori Sarrett, CPA – This has been moved to the March meeting.

40.2 24-25 FY Budget Calendar and Budget Committee Member Applications – Lorlee Proposed the draft Budget Calendar – Jereme and Kim questioned the budget committee vacancy application or what happens if a member of the board leaves. Lorlee has put together an application to use for either a Budget Committee vacancy or a Board position vacancy. Lorlee explained how to apply for a budget committee vacancy or what happens when a board vacancy exists. A Board vacancy is only filled when a board member vacates the position before their term is up and when that happens, the Board will fill the position by appointment. There is a notice of Budget Committee Vacancy on the website. Kim asked if there would be a deadline. The deadline for applying to the Budget Committee will be March 15, 2024.
Budget Officer - Laurie moved and Mark seconded to make Lorlee the budget officer. Motion was approved unanimously. Lorlee explained to the board members the basics involved with the budget process. Lorlee explained that the draft budget will be available to the public and the Committee about a week before the Budget Committee Meeting and that during the meeting, there is explanation and questions are asked by the public and committee members. Jereme asked if there is a special district training to clarify all the legalities of the budget process. Lorlee pointed out that all of the relevant OARS/ORS (Oregon Revised Statutes) are notated on the

Budget Calendar. The proposed Budget Calendar: Jereme moved and Peg seconded to approve the budget calendar as presented. Motion passed unanimously.

50. **Oral Requests and Communications from the audience: -** Sarah from the paper stated that she has met with Lorlee a few times and she wanted to state that her knowledge of the pool is impressive and she wanted everyone to know how much Lorlee knows and cares about the pool. Sarah stated, "you appear to be very in-tune with exactly what's going on at the pool, from the bones, to the guts, to the heartbeat and the health of the facility."

Dorrie asked if anyone contacted sign makers to donate signs to the fundraising cause. Laurie responded that they are going to approach several people and asked if Dorrie wanted to help with that. Dorrie will talk to some of her contacts. Dorrie said that she also had a list of potential businesses to contact about the pool renovations. Laurie explained that there will be plenty of items that that wouldn't be covered in the renovation so there is an opportunity to have businesses donate to a specific item such as a starting block. Dorrie will email Peggy her list of businesses.

60. **Director's Report:**

60.1 Property Tax Report - Lorlee passed out the property tax income report – We have brought in $540,390.99 and we only have to bring in 71,109 to make our budgeted goal for 23/24 FY.

60.2 Facility update - Boiler –We are scheduled to closed March 26-April 8 for the boiler installation. Our LGIP account has been activated and the money from the money market has been transferred. Lorlee asked if the board wants us to close the money market and do we want the tax money to be deposited into the LGIP (Local Government Investment Pool). Mark doesn't feel that we should close the money market account. Peg suggests Lorlee check with Tina and see what she suggests and Lorlee will do some more research. In the meantime, we will keep the deposits coming into the money market.

70. **Remarks from the Directors: -** Jereme would like to see the history Dorothy Bell put together put on the website. Laurie agreed there is a need to have it on the website. Jill and Lorlee will look into this.
Peggy wanted to know about the heat in the men's locker room. We are waiting on the coil which has been ordered. We are paying extra to have it expedited.
Peggy asked about the possibility of passing a new Bond for the pool? Laurie commented that we are trying to raise $2 million but we should not rule out a bond measure. How long do we try to raise the money ourselves before we try for a bond measure, that is a good question. The fire dept is asking for a new levy and that may conflict with our efforts. Peg would like to go out for a bond measure because she feels we will be successful not being tied to the school district. Laurie and Peg feel the public would appreciate we are trying to raise money so a smaller bond measure would pass. We need to express that we are not a part of the school district.
Kim questioned about the city-wide survey that out prior to the school district bond. Lorlee explained that a phone survey was conducted by the PR Firm that the school district hired. Kim pointed out that the rental people are not paying property taxes. Laurie pointed out that what matters is how a registered voter will vote.
Kim asked about scanning all the resolutions. Laurie doesn't feel this is a priority. Lorlee will bring resolutions to the board as they need to be updated. Mark understands that the work to catalog all of the resolutions has been done and if the public wants a copy, they need to fill out a public records request. Further discussion on digitizing of all resolutions is tabled to next meeting. Mark said he wants time to consider this request.

80. **Messages and papers from the Chair:** none

100. **Adjournment:** 7:09

LAD Board Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
March 18, 2024

10. Call to Order – 6:03

Roll Call	**Expire**
Jereme Guenther, Director - absent	Position – 1 6-30 – 2027
Mark McAllister, Chair - absent	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, Sarah Brown, Bill Harbeck, and Kori Sarrett

Pledge of Allegiance
Adjustments to the Agenda

20. Consent Calendar – Approve February minutes from regular board meeting – Peg moved to approve the February LAD minutes and the fundraising minutes, Kim seconded – Motion approved unanimously. May 18 Splash for Cash and August 24 Carnival dates were approved by the board.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie - Laurie talked about the fundraising meeting. Lorlee put together a flyer for the fundraiser. We will be putting this up on the website. They are working on putting out a more complete description of the programs to get the word out. We need to create a nonprofit foundation 501C3 which will be ongoing. Laurie explained the details of creating a board of directors for the fundraising committee and how we ca make it work. One of the items we need to raise money for are the starting blocks which are over 40 years old. Robert Waterhouse created a flyer to advertise he Splash for Cash event. Rose has been working to help with the planning of both these events. They have a $20,000 goal for the carnival. Yard signs – Laurie is working on getting stickers made to advertise the fundraising web site when that site is created. They will check with the school to make sure it is ok to have food trucks. We will be able to add Paypal to collect donations if we are a non-profit and it will be at no cost.

30.2 Lease Agreement Update between LAD and LCSD – Mark – This will be discussed at a later date.
30.3 Digitization of Resolutions/Documents – Mark – This will be discussed at a later date.

40. New Business:

40.1 2023 Audit Discussion with Kori Sarrett, CPA Kori reported on the audit. We had one issue with an over expenditure and she and Lorlee discussed this. It had to do with a repair issue and it has been resolved. They adjusted the Property Tax receivables which was only a couple thousand dollars and our cash carry over was a healthy amount in the general fund.

40.2 Budget Committee Applicants – Mark - This will be discussed at the next meeting.

50. Oral Requests and Communications from the audience: Sarah Brown asked if we woud have a separate page for the fundraising. We will be setting this up as soon as we have received our 501C3. Bill Harbeck said the patrons are very thankful for the new heater in the men's locker room and appreciate a patron bringing in a portable heater when it was needed.

60. Director's Report:

60.1 January & February financial reports – Lorlee reported on the financial reports. Lorlee transferred money to the new LGIP account. Lorlee had recommended to transfer some money from the swim club account to the general fund as they owe the general fund. Admissions have gone up year to date. We only have $60,000 to go to bring us up to the goal for this FY. Personnel will be ending the FY on budget although PERS may be slightly over. Part time temporary is going to balance out. Full time head guard is not needed so Lorlee transferred out that money to pay for the new boiler. Kim asked if we found a solution to the controller. Lorlee reported that this has been fixed. We will be involved in the Biz Expo and the Wellness Fair put on by the school district. We may get some incentive from the Energy Trust due to our boiler project. We will have a reduction of property tax money (about $12,000) for the next 4 years due to the city of Lebanon's plan to pay off an Urban Renewal District earlier

than scheduled and then it will be back to normal. The health inspector was here last week and we received a glowing report.
60.2 Facility update – see above
60.3 Property Tax Report – We have collected $559,056 so far with only $52,443 to reach our estimated goal.

70. **Remarks from the Directors** none

80. **Messages and papers from the Chair:** none

100. **Adjournment**: 7:10 pm

LAD Board Fundraising Committee Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street
April 12, 2024 at 4:00 pm

Attendance: Laurie Dennis, Rose Kress, Jereme Guenther, Robert Waterhouse, and (on Zoom) Lebanon Local reporter, Sarah Brown

Meeting called to order at 4:05 pm

Marketing Plans - We discussed outreach to businesses with respect to donating materials or services. For printing needs, Rose pointed out that Gateway Printing here in Lebanon has donated its services to the swim club. We need to approach them (among others) to seek donated (or reduced rate) printing for our flyers and yard signs. We also need to seek donated refreshments for our upcoming Splash For Cash event.

Donations Page Design - Web and Print (flyers, posters, yard signs): Laurie has submitted our existing yard signs (10) to Element Graphics in Corvallis for adding a message directing donors to call the pool (with pool phone #). The website was not listed on these 10 yard signs as there is currently not a link on the pool's site to donate. Per Lorlee, they are waiting to add a donation page until we get the 501c3 Foundation established, along with Paypal. The committee members all expressed dismay at not yet having a donations webpage on the pool's website. It could use the Paypal for Merchants link until we establish the 501c3 status and switch to a Non-profit Paypal. Laurie stressed that we only have 10 signs, and this is a way to start, using what we already have. This body has wanted yard signs since its inception, and Laurie suggests that at this point, we plan to produce a large number of yard signs, and provide the web address (and QR code) on all future signs.

Creation of Non-Profit Foundation 501(c)(3) - Rose and Robert have worked with the bylaws previously created for the swim club. They've come up with a working set of bylaws for use of the Foundation. We agree that we want an attorney to assist us in the completion of our application for the Foundation. Laurie has contacted the city attorney, Tre Kennedy for assistance or advice and he did suggest an attorney who might help. Laurie also submitted an inquiry on social media for an attorney versed in 501c3. The SDAO attorney, Elaine Eakins has previously assured that SDAO could assist in the process. The committee feels most comfortable using the services of SDAO. Their involvement should not take up much time as we are capable of handling the groundwork. That alone should limit the cost of using an attorney.

Event Planning - Lebanon Laps Splash For Cash (05/17/24) - Rose and Robert provided updates. At this point, we only have 8 people signed up for this event. Laurie added her name to the list. Robert was alarmed (as we all were) by the low turnout. We need to push this and get the participant numbers up, as well as volunteers to meet our expectations. Robert will come to the pool early in order to recruit more lap swimmers to get involved. Rose will reach out to the swim club for their participation. We also need to seek out a supplier for refreshments.

End of Summer Carnival (8/24/24) - Rose is working with Lorlee to secure permissions from the school district for using the entire parking lot adjacent to the pool, as well as the grassy area between the pool and the athletic field. With their permission secured, we can begin offering spots for food vendors and craft tables, etc. We will charge a fee for the space rental during our event.

Tabled until next meeting **-** Future Fundraiser Event Ideas With Proposed Target Dates

We adjourned at 4:55 pm.

LAD Board Meeting Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
April 15, 2024

10. **Call to Order** 6:08 pm

Roll Call	**Expire**
Jereme Guenther, Director	Position – 1 6-30 – 2027
Mark McAllister, Chair	Position – 2 6-30 – 2027
Kim Kendall, Vice Chair - absent	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: Sarah Brown
Mary Cooke

Pledge of Allegiance
Adjustments to the Agenda

20. **Consent Calendar –** Approve March minutes from regular board meeting and fundraising committee meeting - Peg moved and Laurie seconded to approve the board minutes and the fundraising minutes. Motion passed unanimously.

30. **Unfinished Business:**

30.1 Pool Renovation/fundraising update – Laurie – The committee met on Friday April 12th and had a successful meeting. They talked about the marketing plans and the goal of outreach to businesses. They would like to have a one page summary that can be presented to the businesses and some flyers/posters. They have a list of printers and other businesses who may donate printing including Gateway Printing. One of the goals is to get the yard signs updated and distributed. We have 10 signs now and we anticipate 100 signs printed and put around town soon.
Regarding creating a 501C3 for the fundraising committee - The swim club has already researched the bi-laws and process to become a 501C3 so we are familiar with the process. They will talk to an attorney through SDAO to get some guidance.
The Bix Expo is Thursday, April 18. Laurie is going to sit at the pool booth and attend the Biz expo and do some networking. August 24 we will have a Carnival at the pool which will include food trucks and vendors.
Splash for Cash will be a fundraiser May 18 which will be an event where swimmers swim or exercise and get sponsors per lap/time in the water. We have quite a few participants and donations so far. There are many other fundraising ideas in the works.

30.2 Lease Agreement Update between LAD and LCSD – Mark distributed the lease agreement between the school district and the pool. The new lease agreement will be for 5 years. Laurie moved and Peg seconded to approve the lease agreement. Motion approved unanimously. Jereme feels that the piping replacement might fall under the category of getting the school district help to pay for some of that.

30.3 Digitization of Resolutions/Documents – Mark This topic is tabled.

40. **New Business:**

40.1 Budget Committee Applicants – Mark - There were three applicants to be on the budget committee: Karen Burger, Phyllis Paden and Darla Bulme. All three are very qualified, however there are only two positions open at this time.

40.2 Appointment of Budget Committee **–** Mark - The board voted in Karen and Darla to be on the Budget Committee. Jereme moved and Peg seconded to have Karen and Darla be on the Budget committee. Motion passed unanimously.

50. **Oral Requests and Communications from the audience:** Rose Kress asked the board members to sign up for the Splash for Cash. Mark volunteered and sponsored himself for $100.

60. **Director's Report:**

60.1 March financial reports – Under the LGIP, our accountant broke it out to show PEP and Reserve fund. This will be shown on all future financial reports. We still have two money market accounts. Revenue Total Programs was $15,000 in March even though we were shut down for two weeks for the boiler report. We should have no

problem making our goal for this fiscal year. Expenses – there is nothing very note-worthy in expenses. PERS will continue to be an increasingly large expense. Part time temporary will be close to budget. Capital expense bills are still coming in for the boiler which will be approximately $88,000.

60.2 Facility update – The boiler took longer than anticipated so the main pool was on the colder side when we reopened Monday morning. The boiler replacement company will attest to the problems with the old boiler so we can receive some incentives from Energy Trust. Lorlee reported that the new boiler is working great and the temperature of the water and the building are much better. The old boiler was 13 years old and about to completely go out.

We are doing a research project with the Western University School of Medicine who are doing a study on looking the effect the yoga class has for the patrons and how it is beneficial. This study might mean some donations to the pool as a result of the study.

60.3 Property Tax Report – We are only $10,000 away from meeting our estimated goal.

The Budget committee meeting will be May 20th at the library. Lorlee will contact the new budget committee members and she will get the draft budget out by May 3rd to the board members, budget committee and make it available to the public. Our current audit costs $8,500. Lorlee explained that LAD is just under the million dollar threshold for requiring a governmental audit, however the price would actually cost us more to have our CPA's do the extra requirements needed for the alternative to the audit. The board members agreed to keep everything the status quo and have our traditional annual audits.

70. **Remarks from the Directors:** Jereme asked if we should get a list of projects to the school district to see if there is anything they will help us pay for. The majority of the board members feel the school district will not be in a position to help us pay for these repairs. Jereme asked if we can opt out of PERS but we have to provide it by law. Lorlee is still looking into this. Laurie commented that as much as we are doing a great job fundraising, we will not be able to raise $2 million in time before the pool fails. She feels that we need to go out for a bond measure. We need to discuss this as soon as possible because it will take some time to get on the ballot. The loan we have will be paid off in two years but that will probably be too long to wait to get another loan. Jereme stated that he is opposed to the bond measure because it will raise people's taxes.

80. **Messages and papers from the Chair:** none

100. **Adjournment:** 7:17 pm

LAD Board Agenda
Budget Committee Meeting and Regular Board Meeting
LEBANON AQUATIC DISTRICT
May 20, 2024 @ 6:00 pm
Lebanon Public Library and via Zoom Webinar

24-25 FY Budget Committee Meeting Minutes

1.0 Call to Order: LAD Board Chair, Mark McAllister

Pledge of Allegiance:

2.0 Roll Call and Introductions:
LAD Board Members:
Jereme Guenther
Kim Kendall
Laurie Dennis
Peg Snyder
Lorlee Engler – Executive Director
Jill Smith – Board Secretary

Appointed Committee Members:
Darla Bulmer
Karen Burger
Mike Carsner
Lynn Schwagle
Terry Cadigan

Guests:
Chris Engler
Dave Anderlik
Rose Kress
Rose Kaler
Will Lewis

3.0 Election of Budget Committee Presiding Officer: – Peg moved and Laurie seconded to elect Terry Cadigan as Presiding Officer. Motion passed unanimously.

4.0 Public Comments are heard: Many comments and questions from the committee and guests were heard and discussed.

5.0 Budget Officer Presentation: Lorlee Engler

5.1 Overview of budget process – Lorlee explained the budget process and that the past two years of actual fiscal data from the audits are used in coming up with the calculations. Lorlee read an overview of the process to the committee and explained the basic parts to the budget.
5.2 Distributes Changes – no distribution changes
5.3 Reviews Documents – Lorlee explained the budget documents. William Lewis read parts of ORS and Local Budget Laws to the committee to explain why the budget documents are presented in a specific format.
5.4 Reads Budget Message – The budget message was not read due to the length of the meeting.

Laurie moved to approve the 24/25 Budget as presented and Mark seconded. Jereme Guenther nay, Kim Kendall, nay, Laurie Dennis, yea, Mark McAllister, yea, Peg Snyder, yea, Darla Bulmer yea, Karen Burger, abstain, Mike Carsner, yea, Terry Cadigan , yea

The budget is approved and will be sent to the Board to adopt at the June board meeting.

A motion to approve tax rate of 0.24 per $1,000 – peg moved and Terry seconded to approve the tax rate. Motion approved unanimously.

Adjourn: - 8:16

LAD Regular Meeting Minutes

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		

Pledge of Allegiance
Adjustments to the Agenda

20. Oral Requests and Communications from the Audience/Staff:

30. Consent Calendar – Approve April minutes from regular board meeting – Kim moved and Peg seconded to approve the April board minutes as emailed. Motion passed unanimously.

40. Unfinished Business:

40.1 Budget Committee Meeting Results – Mark McAllister

40.2 Pool Renovation/Fundraising Committee Update – Laurie D. – Laurie reported on the Splash for Cash fundraiser of May 18th. Rose Kress reported that they earned $12,361.00 in pledges. This money will go into the Pool Improvement fund for the most part with some of the money to be used on advertising. The next fundraiser will be the end of summer carnival on August 24th. There will be a follow up meeting in another week and thank you letters will be sent out with our Tax ID number. The fundraising committee called Friends of the Lebanon Community pool has a goal to become a 501C3 with the purpose to fund, build and promote the renovation of the pool. Lorlee pointed out there are pros and cons of forming a 501C3. They are also considering forming a Special Fund.

40.3 Digitization of LAD Resolutions and placement on website – Mark Mc. – tabled

50. New Business:

50.1 Updating LAD Public Meeting Policy – Lorlee E. - tabled

60. Director's Report:

60.1 April Financials – Lorlee went over the April Financials. $453,000 in LGIP, Our total program revenue was $15,000. Jereme asked if our expenses are higher because of the boiler. We had a few issues with unexpected repairs in connection with the new boiler installation.

60.2 Property Tax Report

60.3 Building update

70. Remarks from the Directors: Peg informed the board that she will be resigning from the LAD Board as of the July meeting. We will advertise now and begin taking applications to fill the vacancy. Peg also wanted to let us know that she raised over $4,000 with the Splash for Cash fundraiser.

80. Messages and papers from the Chair:

90. Adjournment: 8:45

LAD Board Meeting and Budget Hearing Minutes
LEBANON AQUATIC DISTRICT
1800 S 5th Street and via Zoom
June 17, 2024

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: Darla Walsh-Bulmer
Chris Engler
Clyde Rood
Dave Anderlik

Pledge of Allegiance
Adjustments to the Agenda

20. Consent Calendar – Approve May minutes from budget committee meeting, regular board meeting and fundraising committee meeting. Budget Committee: Peg moved and Kim seconded to approve the budget committee minutes. Motion passed unanimously. Regular board minutes from May: Peg moved and Kim seconded to approve the May minutes. Motion passed unanimously.

30. Unfinished Business:

30.1 Pool Renovation/fundraising update – Laurie: Laurie reported on the fundraising project. We have received $14,281.00 in fundraising. We have a lot more work to do. We just had a meeting on June 6 and will have another meeting next week to keep the momentum going. They are still working on setting up a 501C3. Jereme set up a website for Friends of the Lebanon Community Pool so there can be a link to PayPal and have it separate from the main pool website. They have lined up some radio spots also. Laurie also made a page in Facebook to integrate social media. They also have an email friendsoflebanonpool@gmail.com.

30.2 Digitization of LAD Resolutions and placement on website – Mark: Lorlee has cataloged all the resolutions and has uploaded a form for records request. Kim feels like they should all be available on the website. Mark feels like this isn't necessary. Laurie and Peggy are in agreement of just having the public records request available and not upload all the resolutions.

30.3 Updating LAD Public Meeting Policy– Lorlee: There are updates to the public records policy put out by the Special Districts. Kim feels like we should update our board policy to reflect this portion. Lorlee pointed out that all the bullet points on the Special Districts policy don't all need to all be included. We do most of these items at our meetings. The policy was from 2007. Laurie read the resolution to accept the resolution to adopt public meetings policy as required by the legislation. Peg moved and Mark seconded to accept this resolution. Peg – yes, Mark – yes, Laurie – yes, Kim – abstain and Jereme – abstain. Motion passed.
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40. New Business:

40.1 Resolutions to Adopt 24/25 Budget and make appropriations, impose, and categorize tax rate – Mark: Laurie read the resolution to adopt the budget for 2024/2025 for $1,243,735. And imposing the taxes for $.024 per $1,000 for permanent tax rate. Peg moved that we adopt the budget for 2024/2025 Mark seconded. Peg – yes, Mark – yes, Laurie – yes, Kim – yes and Jereme – abstain. Motion passed.

40.2 Resolution to move money from swim club checking account to the general fund – Lorlee: Laurie read the resolution to transfer funds from the swim club checking account to the general fund due to the fact that they have sufficient funds. A transfer of funds from the Special Fund in the amount of $9,000. Kim commented she

was unclear on the fact that the contingency fund had sufficient funds. Lorlee clarified that the swim club is a program we subsidize. The swim club have been fundraising and catching up on their dues. Instead of going against budget law we need to move some money around. Peg commented that we support the swim club and help them financially. Laurie commented that the goal is to have the club be self-sufficient and not need our help to subsidize. Lorlee commented that during Covid it was hard on the Swim Club. Peg moved and Kim seconded to accept the motion. Peg – Yes, Mark – yes, Laurie – yes, Kim – no, Jereme – abstain. Motion passed.

40.3 Board Member Applicants – Mark: 6 applications have been received. There will be a special meeting July 15th at 6:00 and the board meeting will be moved to July 22 at 6:00. The deadline will be July 1, 2024 for submitting the applications. Kim commented that each of the board members should come up with questions for the applicants before the special meeting. Peg commented that they should have the applicants interviewed individually.

40.4 Proposed Fee Increases for 24/25 FY – Lorlee: Lorlee distributed a summary of the prices various pools in the area are charging. We are still quite competitive. She commented that pools are going to month to month. Kim was concerned that people will not be willing to pay out of district. We do have quite a few people coming from out of district to use the pool. Peg feels raising the price $.25 for admission is very reasonable. Laurie pointed out that the Silver Sneakers income is substantial. Laurie read the resolution to adopt the price change effective July 1, 2024 with the exception of Swim Club and Swimming Lessons will be effective Sept 1, 2024. Mark moved and Peg seconded to accept the resolution. Peg – Yes, Mark – yes, Laurie – yes, Kim – no, Jereme – abstain. Motion passed.

50. Oral Requests and Communications from the audience:

Mathew Wyatt asked what Silver Sneakers is – a Medicare supplement paid to the pool for patrons, also who funds the swim club – funded by the monthly dues and subsidized by the pool. They also fundraise and host swim meets. The future goal is to possibly make them an autonomous club and have them become a 501C3. Mark feels that the swim club is an important and beneficial program in this community. Mathew Wyatt asked if we raise the rates every year. Lorlee reported that it is important to raise the rates a little bit each year so it is not such a shock. Darla asked how the silver sneakers works. We are paid by the visit for the members.

60. Director's Report:

60.1 May financial reports: Lorlee reported on the financials.

The swim club checking account is $35,311. Next month Lorlee is proposing to take out some money from the swim club checking account to pay back the general Fund for some of money that the swim club has used out of the general fund. Total programs revenue for May is $18,513.00. We should supas our goal for programming revenue for the fiscal year. Total materials and services $83,000. Personnel will be higher on the benefits side do to PERS being higher, however, our total budgeted amount for Personnel Services should be within our budget.

60.2 Facility update**:** Nothing much to report. We started our summer schedule today. We finished the lifeguard class through the high school and we are doing an independent lifeguard training class this week.

60.3 Property Tax Report: $594,000 Property taxes.

70. Remarks from the Directors: none

80. Messages and papers from the Chair: none

100. Adjournment: 7:38 pm