

DES MOINES POOL METROPOLITAN PARK DISTRICT  
SPECIAL MEEETING – STUDY SESSION  
January 28, 2012

Martin P. Martinson, President  
Nancy N. Kuehnoel, Clerk of the Board; Commissioners Gene Achziger,  
Eric Kasnick, Bernadette Barrett; Sandy Paul, District Clerk

Saturday, January 28, 2012, 10:00 a.m. to 5:00 p.m.  
Burien Library 2<sup>nd</sup> Floor Conference Room,  
400 SW 152nd Street, Burien, Washington 98166

MINUTES

President Martinson called the meeting to order at 10:25 a.m.

Present were Martin P. Martinson, President; Nancy N. Kuehnoel, Clerk of the Board; Commissioners Gene Achziger, Eric Kasnick, and Bernadette Barrett

Commissioner Kasnick led the flag salute.

President Martinson moved approval of the agenda; Commissioner Kuehnoel, second. The motion passed, 5-0.

MEETING BUSINESS

REVIEW STATUS OF HSD LEASE NEGOTIATIONS

Negotiations were reported to be progressing on the Pool lease with Highline School District. A first proposal included only the building. A second proposal includes both building and property. The issue of demolition of the building, when vacated, is not required per RCW and Attorney Snure.

REVIEW & UPDATE BUSINESS PLAN FOR 2012

The 2011 Business Plan was reviewed and updated. Changes were made to the Mission and Vision Statements, and Goals. The Values remained unchanged. Prudent use of taxpayer funds was to continue. A Records Retention Program was added.

REVIEW STAFFING NEEDS & COSTS/EXECUTIVE DIRECTOR POSITION

Reviewing staffing needs and their associated costs as well as discussing an Executive Director position occupied the remaining discussion of the Study Session. Commissioners agreed on one thing: the volunteer position they were elected to fill has overwhelmed them with little paid staff to perform many of the day-to-day administrative chores.

LUNCH BREAK

The meeting recessed for lunch at Elliot's at 1:20 p.m. and was reconvened at 2:25 p.m.

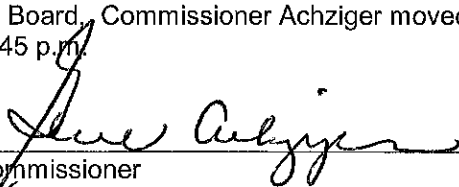
MEETING BUSINESS

Discussion of possible attributes to add to an Executive Director position description continued with knowledge, skills, and attributes that would be desired in a successful candidate for the post. Further research will be done before the next meeting about pay scale and similar descriptions MRSC might have and to draft a description in combination with ideas gathered at this meeting. The statutory requirements of hiring an employee will be researched as well as the type of Human Resources classification (i.e., Civil Service, exempt, etc.) this position will be given.

The meeting concluded with a discussion of creation of a list of maintenance tasks that need to be accomplished at Mt. Rainier pool in 2012.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Achziger moved to adjourn; Commissioner Kasnick, second. The meeting was adjourned at 4:45 p.m.

  
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Commissioner

*Martin P. Mathison*

Commissioner

*Nancy D. Kuehn*

Commissioner

*Eric Kasnick*

Commissioner

Commissioner

*Andy Paul*

District Clerk

Meeting Minutes approved February 7, 2012