



# Des Moines Pool Metropolitan Park District

December 21, 2021

7:00 p.m.

Remote Online

## MINUTES REGULAR MEETING

### CALL TO ORDER/ROLL CALL

President Young called the meeting to order at 7:00 p.m. Present were Commissioners Dusenbury, Stender, and Achziger; Acting Aquatics Manager, Quentin Knox; District General Manager Deschenes and District Clerk Linda Ray.

Commissioner Campbell was absent.

**PLEDGE OF ALLEGIANCE** – Commissioner Dusenbury led the flag salute.

**ADOPTION/MODIFICATIONS OF AGENDA** – District General Manager Deschenes stated that an updated copy of Policy 220 will be sent to Board Members after the meeting. With no further discussion the agenda was adopted unanimously.

**ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS** – None

**PUBLIC COMMENT** -- None

### CONSENT AGENDA

Commissioner Achziger moved to approve the Consent Agenda including the vouchers and electronic transfer requests processed in November 2021 totaling \$68,163.86. Commissioner Stender 2<sup>nd</sup>. The motion passed 4-0.

### OLD BUSINESS

#### 7a. Budget Amendment – Resolution 2021-07, Capital Reserve Transfer

District General Manager introduced Resolution 2021-07 for the budgeted transfer of \$75K to the Capital Reserve, plus an additional \$100K from the general fund. This will be a transfer of \$175K for the year ending 2021. This transfer will bring the total amount in the Capital Reserve to \$420K.

Commissioner Dusenbury moved to approve Resolution 2021-07 transferring \$175,000 from the General Fund to the Capital Reserve Fund. Commissioner Stender 2<sup>nd</sup>. Passed 4-0.

### NEW BUSINESS

#### 8a. Bylaws and Policy 220 Board Administration

District General Manager Deschenes reported that the bylaws had not been revised in a couple of years. In addition, Policy 220, Board and Administration, needs to be updated to reflect the changes in the bylaws. Both documents were sent to Legal Counsel, Brian Snure, who in turn added his edits. The copies are included in the packet for Board

**22015 Marine View Drive South, Suite 2B, Des Moines WA 98198 (Physical Location)**

**22722 19<sup>th</sup> Avenue South, Des Moines, WA 98198 (Mailing Address)**

To enhance our community's quality of life by providing access to and promoting participation in aquatics programs

The Des Moines Pool Metropolitan Park District is committed to compliance with both the Washington Law Against Discrimination and the Americans with Disabilities Act. The District's regular meetings are being held remotely due to COVID-19. See the information above to join a meeting. If you have any questions, please contact Linda Ray, District Clerk, 206.429.3852.

## Des Moines Pool Metropolitan Park District Meeting Minutes – 12/21/2021

Member's review and comments. The District GM will also send editable copies to the Board. The bylaws and Policy 220 will be on the January 18, 2022, agenda for approval.

### 8b. Retreat Scheduling

It is customary at the start of each year to hold a Retreat meeting to establish goals, set strategies and priorities, vote on Board officers, and discuss committees.

Based on availability, the Board decided on a meeting set for January 4, 2022, at 7:00p.m. An invitation will be sent to all Board Members.

### 8c. Succession Planning

In January 2022, District Clerk Linda Ray will be retiring, and Aquatic Manager Lauryne Thurmond plans to step down from her position at Mt. Rainier Pool to assume the District Clerk role. Lauryne will be returning from leave on January 10<sup>th</sup> and will train with the current District Clerk. She will also cover the Coordinator role at the pool 2 days a week and will work from home in the capacity of District Clerk 3 days a week. Her primary responsibilities will be payroll, vouchers, public records, preparing for meetings and meeting minutes.

The current Aquatic Coordinator and acting Aquatic Manager, Quentin Knox will assume the Manager position permanently; and Jared Wold who is acting Aquatic Coordinator will step into that position permanently, as well.

The recruitment process for a second Coordinator is planned for early 2022. The DGM and acting Aquatic Manager have developed a new hiring process which includes the use of interest cards to give individuals a better opportunity to be trained to fill roles at the pool.

### ADJOURNMENT

With no further business the meeting was adjourned at 7:35 pm.

### UPCOMING MEETINGS

- January 4, 2022, Retreat Meeting, 7:00 p.m., Virtual
- January 18, 2022, Regular Meeting, 7:00 p.m., Virtual

Respectfully submitted by Linda Ray, District Clerk.

Des Moines Pool Metropolitan Park District Board of Commissioners

*Shane Young*

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Commissioner Young

*Holly Campbell*

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Commissioner Campbell

*Gene Achziger*

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Commissioner Achziger

*Joe Dusenbury*

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Commissioner Dusenbury

*Shane Stender*

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Commissioner Stender

*Linda Ray*

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Linda Ray, District Clerk

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The Des Moines Pool Metropolitan Park District is following COVID-19 guidelines and Proclamation 20-28 and will hold meetings remotely until further notice. The public may join meetings through the GoToMeeting app. Login information is published in each Meeting Agenda. Contact Linda Ray, District Clerk at [linda.ray@desmoinespool.org](mailto:linda.ray@desmoinespool.org) if you have questions.