

**Tigard Tualatin Aquatic District
Board of Directors Meeting
Tuesday, October 15, 2024**

The October meeting was called to order at 6:53pm.

Those present: Kathy Stallkamp, Becky Herron, Matt Farris, Nancy Kraushaar & Alan McAvoy; John Ruzicka (Aquatic Director)

Guests present via Zoom: Andee Florey, Catherine Sklut, Kevin Coupe (TTAD employees)

Approval of Minutes

The September minutes were reviewed. Nancy motioned to approve the minutes, seconded by Becky and passed unanimously.

Oral communications (3 minutes per guest)

None

OLD BUSINESS

2024-25 Budget Review

LGIP-Large Maintenance: \$1,000,000.00

Local Gov't Investment Pool: \$668,399.67

Checking: \$119,029.10

Total Current Assets: \$1,787,428.77

Scholarship Policy

Resolution NO. 24-04 Scholarship Policy was read aloud. Matt motioned to adopt Resolution NO. 24-04 Scholarship Policy on October 15, 2024, seconded by Becky and passed unanimously.

Donations Policy

Resolution NO. 24-05 Donation policy was read aloud. Becky motioned to adopt Resolution NO. 24-05 Donation Policy on October 15, 2024, seconded by Matt and passed unanimously.

SDAO Best Practices

Alan completed the SDAO video. The video needs to be watched by the rest of the Board by the end of October for TTAD to get the insurance discount.

Organizational Updates

The Board has been working on a new organizational chart, changing some job titles, clarifying job descriptions and looking at wages. Nancy motioned to update managers per hour pay range \$24-\$32, seconded by Alan and passed unanimously. Nancy motioned to give appreciation bonuses for full time employees: Kevin, Becky, Taylor, Riley, Caleb, Matt and Allie a \$300 bonus; Andee a \$1500 bonus, and Catherine a \$2000 bonus, seconded by Becky and passed unanimously. Becky motioned to pay John Ruzicka \$75,000 salary per year, retroactive to June 1, 2024 as the Aquatic Director for TTAD, seconded by Matt and passed unanimously.

NEW BUSINESS

Vending Account Approval

Matt motioned to create a GL account, 40004 for vending machines, seconded by Becky and passed unanimously.

Banking Authorization

Nancy motioned to have John Ruzicka added as an authorized user on the TTAD bank account, seconded by Becky and passed unanimously.

Tualatin Pool Tile Maintenance Bid

After a discussion it was decided to get another quote for the grout work.

Employee Holiday Gift

Becky motioned to give \$25 gift cards for part time employees and \$150 bonus for full time employees as holiday gifts, seconded by Matt and passed unanimously.

Aquatic Director Report

Roofing project at Tigard is still going. Broken ceiling tiles will be replaced. Apollo found that filters were removed by Hydrotemp and no flow in women's locker room. Detemple plumbing to bid on both pools to hydro jet all drains. Staff inservice planned for next Friday. Planning a lifeguard class over winter break. There were inquiries about a sex offender arrested at a local pool but it was not at TTAD. As a reminder, TTAD employees have been advised to always tell any media outlet 'no comment.'

Written Communications

None

Remarks from Director

- Alan is happy with the new organizational structure and that John has been named Aquatic Director.
- Nancy feels good about restructuring of the org chart and welcomes John as Aquatic Director.
- Matt thanked Kathy for her hard work. He also appreciates John, Catherine, Andee and Kevin's efforts as well. Please tell the Board if you ever need more support.
- Kathy was super excited about John becoming the Aquatic Director. He will do great things!
- Becky said ditto, it's great to have John on board and thanks to Kathy for all her hard work.

Adjournment

Becky motioned to be adjourned at 8:27 pm, seconded by Nancy and passed unanimously.

Respectfully submitted,
Andee Florey