

**Tigard Tualatin Aquatic District
Board of Directors Meeting
Tuesday, October 17, 2023**

The October meeting was called to order at 6:04pm.

Those present: Kathy Stallkamp, Becky Herron, Alan McAvoy; Anthony Markey (Aquatic Director); Nancy Kraushaar, Matt Farris: Absent;

Guests present via Zoom: Andee Florey, Catherine Sklut(both TTAD employees);

Approval of Minutes

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

Oral communications (3 minutes per guest)

None

OLD BUSINESS

2022-23 Budget Review

LGIP-Large Maintenance: \$850,000.00

Local Gov't Investment Pool: \$812,367.86

Checking: \$111,392.29

Total Current Assets: \$1,773,760.15

TTSC/TTAD User Agreement

Kathy and Anthony met with TTSC and came to an agreement. A number of issues need to be looked at next year when this agreement is renewed. The Board will look at the hours used and reevaluate for the next agreement. TTSC has agreed to pay the new rate for September and October 2023. Alan motioned to adopt the Usage Agreement between TTAD and TTSC, seconded by Becky and passed unanimously.

Board Goals 23/24

The goals will be addressed at the next meeting.

SDIS Best Practices

Anthony updated the emergency action plans. Kathy will apply for the discount with SDIS.

TTAD/TTSD Annual Meeting

The plan is to have a meeting in November. The following topics will be on the agenda:

- Parking
- Printing
- Doors keyed with a badge
- Reminder we are 7 years away from contract renewal
- Roof at Tigard
- Replace tiles and reimbursement for alarm system due to roof leak
- Painting the curbs
- Stickers at Tualatin
- TTSD email renewal
- TTSC purchases the rights for movies, can TTAD use them too
- TTSD's policy for advertising

NEW BUSINESS

Policy for Outside Groups Marketing in Facilities

The Board needs to decide what advertising they will allow, will they let other groups advertise and when? The TTSD advertising policy needs to be obtained and reviewed. This issue is postponed for another meeting.

Employee Holiday Gift

Historically TTAD has given full time employees \$150 before taxes and part-time employees \$20 gift cards. There was a discussion whether TTAD should continue giving gift cards. Anthony will send out a survey asking the part time staff which they would prefer: a catered lunch, a gift card or TTAD merch e.g. towel or hat.

Aquatic Director Review

It is time for the Board to work on Anthony's review. They will start the discussion during an executive meeting after next month's board meeting. The Board asked Anthony to give them a list of his accomplishments for this last year.

Aquatic Director Report

The suit spinner is broken at Tigard and will cost \$2500 to replace. There are two hair dryers that also need to be replaced at Tigard. We are short staffed again. We will be offering a lifeguard class in December. This winter Tualatin will host practices for four HS swim teams. Tualatin will be in need of extra cleaning. Currently, the janitorial crew is cleaning at Tigard twice a month. The Board was not aware that the janitorial services did not include the Tualatin pool as well. TTAD is moving forward with the bid from PDX Pools for the Tigard resurfacing project in the spring.

Written Communications

None

Remarks from Directors

- Kathy mentioned that the potential increase of user fees was not posted. The Board will post those before the November meeting so users have the chance to discuss at the meeting.

Adjournment

Alan motioned to be adjourned at 7:01pm, seconded by Becky and approved unanimously.

Respectfully submitted,
Andee Florey