



# Western Gateway Recreation & Park District

## MINUTES

### BOARD OF DIRECTORS' MEETING

Wednesday February 21, 2024

Regular Meeting 6:30 pm

Buttermaker's Cottage

- 1) **Call to Order** - Chairman Peirce called the meeting to order at 6:35 pm.
- 2) **Pledge of Allegiance** - Pledge was led by
- 3) **Roll Call** – Nancy Peirce, Chairman, present; Sharon Lewis, Vice Chairman, present; Dan House, present; Brandon Lindsen, present
- 4) **Introduction of guests** - Carol Fulkerson
- 5) **Agenda Approval** – Moved and seconded by
- 6) **Public Comments** - No public comments.
- 7) **Correspondence** - No correspondence.
- 8) **Board Minutes** – Director Lindsen moved and Vice Chair Lewis seconded that the January Minutes be approved as amended. Motion approved with Director House abstaining due to absence at the meeting.
- 9) **Financial Report** – Director House moved and Vice Chair Lewis seconded that the minutes be approved as presented. Motion approved unanimously.
- 10) **Old Business**
  - a. Financial Audit - Chairman reported that a new date to finish up the audit has not been set. Hopefully, a new date will be selected before the next Board meeting.
  - b. County of Nevada Fees Waiver - Chairman Peirce reported that the resolution for the Fee Waiver has not been drafted, but will be presented at the next Board meeting.
  - c. Employee position - Chairman Peirce reported on the open position for Park District Secretary. Three candidates applied and two were deemed qualified. Chairman Peirce and Vice Chairman Lewis conducted the interview with the best applicant. Chairman Peirce related that a possible conflict exists as the candidate is related to a Board member. Chairman Peirce reached out to County Council to ascertain if the conflict was one that would disqualify the candidate. County Council stated that the relationship (nephew/aunt) wasn't one where there would be a direct financial benefit to either, which is the major concern, however, it is imperative that the Board member not discuss, deliberate, or vote on issues pertaining to the job duties, evaluation, wages, or bonuses. Further, County Council, stated that the Board as a whole should be mindful that it can be destructive to Boards to have an issue like this be divisive and the Board should contemplate not only entering into a work relationship, but also, how the relationship would end. Chairman Peirce and Director Lewis both stated the applicant was very qualified and noted the importance of having a person in the office with a cheerful countenance when interacting with park callers/visitors. Chairman Peirce emphasized the need to have someone in the office for 20 plus hours a week and that the scope of the work would expand to include the two grants. The Board discussed work schedule considering the candidate works weekends at another job and how to arrange for time off since both the park position and their current position have the same demanding busy season. It was concluded that the District Secretary position be a four day/five hour schedule with Mondays off. The Director in question agreed to abstaining from deliberations and voting on matters that would impact the District Secretary should the candidate be selected for the position.
- 11) **New Business**
  - a. Open Board of Directors Position - The person who had expressed interest in this position was again absent from the meeting.
- 12) **Advisory Groups - Presentations**
  - a. Buildings and Grounds.
    - i) General Park Maintenance – Director Lindsen reported that there were several trees down throughout the park due to the last few storms and he have been in touch with Jenn Gaddis about handling one of the trees that went down by the stage. Chairman Peirce reported that the Jenn's 530 4X4 Off Road Group would be at the park with chain saws and a wood splitter. They would assess the creek culverts to see if they could clear the center culvert of the large log to allow better flow. Chairman Peirce called NorCal Wholesale Bark concerning a bid to refill the two playgrounds.
    - ii) *Firewood, CRV Program and Farmers' Market - Chairman Peirce reported the Farmers Market documents had been updated and the new fee schedule drafted.*
  - b. Upcoming events and reservations report
    - i) Upcoming Events Report – No events other than ongoing meetings and some private events.
- 13) **Director Comments** - Director Lindsen reported the concrete pad would be installed in mid-March with no adjustment in the bid from last year.
- 14) **Adjournment** - Director Lindsen moved and Vice Chair Lewis seconded that the meeting be adjourned. Motion passed unanimously. Meeting adjourned at 7:40.