

Fernley Swimming Pool District
300 Cottonwood Lane
Fernley, NV 89408
www.fernleyswimmingpool.com

Board of Trustees
Nancy Clarke, Chairman
Paula Kerr, Vice Chairman
Cheryl Howell, Treasurer
Marty Hanna, Secretary
Pat Smith, Member at Large

Fernley Swimming Pool District

Regular Meeting

Thursday, November 15, 2018; 10:00AM

Location: Fernley Swimming Pool Multi-Purpose Room, 300 Cottonwood Lane

Minutes

The Board of Trustees may take items out of order to accomplish business in a more efficient manner, to combine two or more agenda items for consideration, and to remove Agenda items or delay their discussion at any time.

10:00 am Opening of Meeting – Pledge of Allegiance

Chairperson's Statement: *To avoid meeting disruptions please place cell phones & beepers in silent mode or turn them off during the meeting. All meetings are recorded. When addressing the Board, please come to the front table, state your name clearly for the recording device and kindly sign in on the clipboard. Thank you for your understanding.*

NOTE: *In accordance with NRS 241.020(3)(a) and (b), a copy of the Agenda is posted and available three business days prior to any District meeting on the [Fernley Swimming Pool District website www.fernleyswimmingpool.com](http://www.fernleyswimmingpool.com) and on the Nevada Public Notice website <https://notice.nv.gov>. Agenda supporting documents are available for review at each meeting, copies are available upon request at the Facility Directors Office located at the Fernley Swimming Pool, 300 Cottonwood Lane or call 775-575-2121.*

1. Call to Order/ Roll Call

Chairman, Nancy Clarke – Present
Vice Chairman, Paula Kerr – Present
Treasurer, Cheryl Howell – Present
Secretary, Marty Hanna – Present
Board Member, Pat Smith – Present

Facility Director, Patrick Daniel - Present

2. Agenda Approval

Marty Hanna approved the November 15, 2018 agenda
Paula Kerr 2nd the motion

Passed with 5 Ayes

3. Public Input

Public comment is limited to five (5) minutes per person. If you wish to comment on an Agenda item please do so when input for that item is opened and comment when recognized by the Chair. Items not on the agenda for this meeting cannot be acted upon other than to place them on future agendas. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting (Note: Reasonable efforts will be made to accommodate people with physical disabilities. If you need any special assistance, please call 775-575-2121 at least 24 hours in advance.)

4. Reports

This item is for Board Members, the Facility Director or Acting Director, and any public entity representatives to provide general information to the Board and the public.

No Action Will Be Taken On This Item. For information and discussion only.

Patrick Daniel gave the Director Report

Top PLU was Aqua-Fit @ 796

**Having meetings with the comptroller and HR going over staffing budgets and organization charts
Winter break schedule is set for special hours and open programming for kids on break, and with early closing on Christmas Eve and New Years Eve.**

**1604 Full Access customers and 75 Patrons took advantage of the Full Access Loyalty plan
Mandatory in service training is on Nov 16, 2018. Goal is to improve LG response and performance during a stress full event.**

The pool will be closed on the 22nd and 23rd for Thanksgiving and Family Day

Approached by Kathy McClellan and Dena Lopez about a Halloween project for next year.

Pat Smith brought up the Hardy Lane work trucks that are driving thru the pool parking lot.

Marty Hanna brought up that we are private property.

Melissa Wolverton would like to make sure they are watching the children that may be walking from school to the pool for swim team practice.

Patrick Daniel is going to talk with them and maybe check with Lumos.

Cheryl Howell gave the Treasurer Report

Total Revenue	\$467,345.03
All Expenses	<u>\$241,809.09</u>
Surplus	\$225,535.94

The Board would like the report to be more month to date than year to date.

Cheryl Howell to come in and work with Patrick Daniel on the report.

Patrick Daniel is working with county on the separation of monies into Rental, Merchandise and Gate receipts.

For full discussion, please refer to the audio on our website.

5. Consent Agenda

Items placed in this section are a matter of routine business, which are expected to involve little or no discussion by the Board or the public. The Consent Agenda is usually voted on in one motion and one vote. However, if any Board Member so desires, individual items may be discussed and/or voted on as a separate matter of business.

Action may or may not be taken.

5a. For Possible Action to approve the minutes from the October 18, 2018 regular meeting.

5b. For Possible Action to approve vouchers and bills

Pat Smith motioned to approve the minutes from the October 18, 2018 regular meeting.

Cheryl Howell 2nd the motion

Passed with 4 Ayes

Marty Hanna Abstained – Absent at October 18, 2018 meeting

Moved to Item #8

Paula Kerr motioned to approve the vouchers and bills

Marty Hanna 2nd the motion

Passed with 5 Ayes

6. **For Discussion, Consideration and Possible Action** To begin the process of making a Mission Statement in order to define the updated vision of the Fernley Swimming Pool in the Fernley community.

(by Marty Hanna)

Marty Hanna would like to withdraw this because of the new board coming in January and they may want to be a part of the Mission Statement

For full discussion, please refer to the audio on our website

7. **For Discussion, Consideration and Possible Action** Continuing discussion of landscaping upgrades to reduce the usage of water.

(by Nancy Clarke)

Nancy Clarke suggests that the board take pictures of plants or landscape possibilities.

Nancy Clarke asked Patrick Daniel to pull the last 3 months of water bills so that they can be reviewed.

For full discussion, please refer to the audio on our website

8. **For Discussion, Consideration and Possible Action** To address the Policies and Procedures statement agreed to at the July regular meeting for usage of the pavilion, pool, and park areas, and amend to reflect our policy regarding firearms.

(by Nancy Clarke)

Discussion about firearms included pros and cons, and whether or not they should be allowed in the pool area.

Public comments were made by Melissa Wolverton, Joyce Deem, Willard Howell and Lupe Schaffer.

Marty Hanna motioned that the Fernley Swimming Pool facility use policy to be amended to include signs on the door stating that “No Firearms are permitted in the Pool Facility” and a sign stating “We Reserve the Right to Refuse Service to Anybody”

Paula Kerr 2nd the motion

**Passed with 4 Ayes
Cheryl Howell - Opposed**

Paula Kerr and Marty Hanna suggests to put the date on every page of any document that is changed in the future.

For full discussion, please refer to the audio on our website

9. **For Discussion, Consideration and Possible Action** Discussion of outside organizations usage of the swimming pool.

(by Pat Smith)

It has been noticed that there was a Scuba class taking up a couple of lanes.

Marty Hanna suggested Patrick Daniel come up with a couple of different organizational pool or lane rental payment options for the board to choose from.

For full discussion, please refer to the audio on our website

- 10. For Discussion, Consideration and Possible Action** Review the current Attorney contact guidelines contained within the Duties of our Fernley Swimming Pool Board Manual.

(by Nancy Clarke)

Nancy Clark has opened up items 10 and 11 together for discussion

For full discussion, please refer to the audio on our website

- 11. For Discussion, Consideration and Possible Action** The Board will discuss its governance practices and the practices of the FSPD in preparing, revising, and approving policies, procedures, and job descriptions; the Board may take any action it deems appropriate.

(by Paula Kerr)

Paula Kerr would like to have better descriptions of each of the Board member's duties and that the board members should be more active in what is going on.

Discussion about who has the authority to contact an attorney and on what type of circumstances. It was suggested that before an attorney is contacted it should have the boards approval.

Discussion about the next fiscal budget and planning meetings. Bringing ideas to the board and possible changing vendors.

Any forms or documents with changes need to be dated and hole punched for each board member

For full discussion, please refer to the audio on our website

12. Public Input

NOTE: Public comment is limited to five (5) minutes per person. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting.

The next FSPD meeting is changed to December 18, 2018

- 13. Discussion and Consideration of Future Agenda Items** to include:

**2019 Halloween project
Landscape
Attorney contract guidelines**

- 14. Adjournment 12:08 pm**

Approved by the Fernley Swimming Pool District Board on 12/18/2018
By a vote

Chairman Nancy Clarke

Vice Chairman Paula Kerr