

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 **Special Meeting**

Wednesday, September 5, 2018; 5:00PM

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.

5:00PM – 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

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

2. Agenda Approval

Paula Kerr, motioned to approve the 9.5.18 Special Agenda
Cheryl Howell, 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.)

** Eric Milavsky, Lyon County HR Director is at the meeting to advise with any changes to the qualifications, descriptions and postings.

4. **For Discussion, Consideration and Possible Action** The Board will review and discuss the required and preferred qualifications for the position of Facilities Director, and the Board will decide what qualifications it deems appropriate.

(by Nancy Clarke)

CPO and Lifeguard Certification should be added to the preferred qualifications which can be learned during the probation period.

Discussion Only

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

5. **For Discussion, Consideration and Possible Action** The Board will review and discuss the job description for the position of Facilities Director, and the Board may make any revisions it deems appropriate.

(by Nancy Clarke)

Under Essential Functions, to add: the ability to perform the duties of a Lifeguard in case of an emergency or when necessary.

Add Lifeguard Certification

Knowledge, Skills and Abilities: Able to swim and tread water to learn Lifeguard skills

Marty Hanna motioned to accept the revised Facility Director Job description with the changes made by Eric that include the training and certifications requirements that go with Essential Functions.
Paula Kerr 2nd the Motion

Passed with 5 Ayes

Paula Kerr left at 6:28 p.m.

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

6. **For Discussion, Consideration and Possible Action** The Board will review and discuss the recruitment plan for the position of Facilities Director, including but not limited to the job posting, advertising strategy, application period, timeframe for interviews, and creation of interview questions. The Board will take any action it deems appropriate.

(by Nancy Clarke)

Marty Hanna motioned to budget up to \$1800.00 for advertising for the position of Facilities Director.
Paula Kerr 2nd the motion

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

7. 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.

8. Discussion and Consideration of Future Agenda Items to include:

Review any potential applications

Gun Policy

9. Adjournment 6:34 p.m.

Approved by the Fernley Swimming Pool District Board on

by a vote

Chairman Nancy Clarke

Vice Chairman Paula Kerr

