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MINUTES

Regular Meeting of the Board of Commissioners
Fidalgo Pool & Fitness Center
Thursday, February 20, 2020 5:30 p.m.

CALL TO ORDER

The meeting was called to order at 5:30 p.m.
Commissioners Present: C Mathes, K Hansen, D Way, J McNett, A Olson
Commissioners Absent: None
Staff Present: Executive Director M Everton

APPROVAL OF MINUTES

The regular meeting minutes of January 16, 2020 were approved as read.
The regular meeting minutes of February 6, 2020 were approved as read.

APPROVAL OF VOUCHER(S)

Vouchers were approved for payment.

PUBLIC COMMENTS/CORRESPONDENCE

There were no public comments.

DIRECTOR/MANAGER/COMMITTEE REPORTS

The ED gave a summary report on current initiatives/developments. The initial Interpersonal Seminar participants have attended sessions in Olympia and came away impressed—additional staff will be attending in April and June. Trevor Johnson and Brayden DeGroot, long-term employees, will be leaving next week. The Commissioners asked that the ED write letters of appreciation to both for their service. Five new LGs have been hired and will be starting work shortly. Jenny Claridge is our new Masters coach, replacing Calvin Milbach. Both Masters and TAC continuing to see increasing census. The second half of the Winter schedule begins February 20, running through the first week of April.

Committee reports. Comm Way suggested a more concentrated communications outreach via social media re: the evening HIIT and Boot Camp classes, to develop attendance. Comm Hansen gave a short review re: a contracting flow chart and will provide a more complete update on proposed policies and procedures at a future meeting.

Financials

January financials were reviewed. Revenue was short to budget \$9K—roughly half of this miss was attributable to timing issues, with the remainder either snow-related attendance or shortfall in TAC census. Expenses were under-budget by \$20K—roughly half were timing issues. Excluding timing, net loss was approximately \$6K under-budget.

Old Business

1. 2220 J Avenue Disposition. This remains on hold.
2. City Discussions. The City has produced a final draft of a Memorandum of Agreement. After review, the Commission authorized the ED to sign.
3. Strategic Planning. Comm Hansen suggested a number of minor changes to the current document. The Commission recommended that we revisit this topic at a later date.
4. Employee Policy Manual. Comm Hansen identified a number of minor grammatical issues. He also recommended further clarity around (1) the WA Paid Family Leave Act to ensure that the Manual is up-to-date; (2) employee and Commissioner access to FPFC programs at reduced or no cost. With these follow-ups, the Commission approved the 2020 Manual.

New Business

1. JK Pitner Consulting Contract. The revised contract was reviewed and approved for signing. The ED will follow up with Jennifer to get a finalized document in place by the end of February.

ADJOURN

MOTION: A motion was made and seconded to adjourn the regular meeting at 7:00 p.m. The motion passed unanimously.

The next regular Commission meeting is scheduled for Thursday, March 5 at 5:30 p.m. at FPFC. This will be a study session to review continued discussions and progress with the City toward a consolidated facility.