



1603 22nd Street
Anacortes, WA 98221
360-293-0673 (phone)

**The Regular Meeting Minutes of
The Board of Commissioners**

Date and Time: 5:30 p.m. Thursday, February 20, 2025

Location: Fidalgo Pool and Fitness Center

CALL TO ORDER

The meeting was called to order at 5:32 p.m.

Commissioners Present: C. Mathes by phone, K. Hansen, J. McNett, D. Way, A. Olson

Staff Present: M. Stadler, C. Bigelow, J. Claridge, J. Little

Guest: D. Hanson

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES

- Regular Board of Commissioners Meeting Minutes, December 19, 2025 – Tabled
- Regular Board of Commissioners Meeting Minutes, January 16, 2025 – C. Mathes motioned to accept minutes with the revision that A. Olson attendance was at the meeting, K. Hansen 2nd, unanimously approved.
- Special Board of Commissioners Meeting Minutes, January 21, 2025 – Tabled
- Special Board of Commissioners Meeting Minutes, January 31, 2025 - Motion: D. Way motioned to accept the minutes with the revision to offer M. Stadler the position of Interim Executive Director, C. Mathes 2nd, unanimously approved.

APPROVAL OF VOUCHERS

- Motion: A. Olson motioned to approve the vouchers, D. Way 2nd, unanimously approved.
- This voucher, FPFC paid the Executive Director R. Peterson's visa account in the amount of \$340.75. There is \$193.65 remaining to be paid next month. Once the final payment for this account is paid, the account will need to be closed.
- C. Mathes stated that Jamie Wasickanin's 1/17/2025 pay must be deducted from her next paycheck.

DIRECTOR/FINANCIAL REPORTS

The Commissioners should give the Operations Manager, C. Bigelow, the authority to electronically transfer funds between the FPFC Accounts Payable (x2745) and Payroll (x0731) Bank of Pacific bank accounts. This will maintain sufficient funds in each account to fund expenditures during the month.

- Motion: A. Olson motioned to give the Operations Manager authority to electronically transfer funds between the FPFC Accounts Payable (x2745) and Payroll (x0731) Bank of Pacific bank accounts, K. Hansen 2nd, unanimously approved.

- Commissioner A. Olson, Commissioner C. Mathes and Operations Manager C. Bigelow may complete transfers between the FPFC Accounts Payable (x2745) and Payroll (x0731) Bank of Pacific bank accounts.
- C. Bigelow, as an Operations Manager, must email the Commissioners regarding the transferred amount between FPFC Accounts Payable (x2745) and Payroll (x0731) Bank of Pacific bank accounts each time a transaction occurs.

The Operations Manager, Carla Bigelow, will check the Executive Director's emails and direct them to the appropriate person for follow-up.

OLD/NEW BUSINESS

- The appeal for the BOA lawsuit has been moved to June. There weren't any additional documents found for the lawsuit.

EXECUTIVE SESSION

The Executive Session to evaluate the performance of an employee began at 6:00 p.m. and ended at 6:40 p.m.

OTHER BUSINESS

- K. Hansen updated the status of the ground lease concerning the Anacortes Senior Activity Center. The lease is currently under review by the City of Anacortes Park and Recreation Department. It will also need to be reviewed and approved by the City Council. Additionally, a public meeting will be required before the lease can be finalized.
- Prothman posted the Executive Director position again. D. Way instructed staff to post the listing on social media. Applications will be reviewed March 16.
- The Commissioners accepted the resignation of the Interim Executive Director, M. Stadler. M. Stadler will continue to help the Commissioners and staff as a volunteer.
- Motion: C. Mathes motioned to pursue an Oversight Financial Consultant, K. Hansen 2nd, unanimously approved.
- Motion: A. Olson motioned to give Operations Manager C. Bigelow and Aquatic Manager, J. Claridge each a 10% stipend for the month of January, resuming a 10% stipend beginning February 24 until a new Executive Director is hired, D. Way 2nd, unanimously approved.

The meeting was adjourned at 6:50 p.m.