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**Agenda for the Meeting of
The Board of Commissioners**

Date and Time: 5:30 p.m. Thursday, Feb 19, 2026
Location: Fidalgo Pool and Fitness Center

CALL TO ORDER

- Welcome Guests
- Identify Commissioners and Staff Present

State Audit debrief (Zoom)

PUBLIC COMMENT –

APPROVAL OF THE MINUTES-

- Regular meeting minutes 1- 15- 2026

CONSENT AGENDA -Voucher Approval

DIRECTOR/FINANCIAL REPORTS –

- Jan financials

OLD BUSINESS-

- Club Automation
- Commissioner Email access (Cindy and Board)
- Bank account authorizations
- Information dissemination (Webpage)
- Board Bylaws update

NEW BUSINESS-

- Friends of Fidalgo Liaison for Board
- TAC coach compensation discussions
- New policy: \$5 no-show fee for fitness class, pool, or gym sessions
- Committee updates / plans

EXECUTIVE SESSION- Employee Evaluation Debrief

If there are any questions regarding this agenda, please contact Arik Dahlen, Executive Director at 360-293-0673 x107 or adahlen@fidalgopool.com

**Reports for the Regular Meeting
of the
Board of Commissioners**

Date and Time: 5:30 PM, Thursday, Feb 19, 2026

Location: Fidalgo Pool & Fitness Center

Operations Director – Carla Bigelow

Fitness Benefit Programs

Beginning-of-year updates are progressing smoothly. Many members submitted their updated program information proactively. Additional work remains for the American Specialty Health (ASH) programs. ASH notified us that several members may no longer be eligible due to changes made by their insurance providers, but they were unable to disclose which members are affected.

Group Fitness

Several land-based fitness classes have been added or reinstated for February, including TRX, Strength & Stretch, LIft!, Hatha Yoga, and Slow Flow Yoga. Lori Johnson resigned from her aqua fitness teaching role, impacting H2O Fit'n'Flow, HIIT'n the Deep, and Work'n the Deep. We successfully hired a new instructor, Miranda Bunge, to teach HIIT'n the Deep on Friday mornings. Miranda is a physical therapist, a prior class participant, and is AEA certified. For the other aqua fitness classes, patrons have been gathering as usual and working out on their own. I plan to reach out to AEA, S'WET, and ATRI to see if there are any certified instructors in the area looking to teach.

Equipment Needs

With the addition of new strength classes, demand has increased for heavier dumbbells (10 lb, 12 lb, 15 lb, 17.5 lb, and 20 lb) in the GroupX classroom. A patron generously donated \$2,500 to support these purchases along with other group fitness equipment. Orders for the weights, 12 jump ropes, and related items will be placed this week.

Additionally, Friends of FPFC voted to purchase a new Concept2 rowing machine for the fitness center, which will also be ordered this week.

Maintenance Director – John Little

- The pool deck water bottle filler is repaired.
- The starting blocks purchased by TAC are installed.
- The pool wall step repairs are still pending; summer closure will be the best time to repair them.
- More time is being put into cleaning of the locker rooms.

TAC Head Coach - George Minkel

- Upcoming Swim Meets:
 - Hosting a Pacific Northwest (PN) swimming assigned swim meet, February Age Group Invitational on the last weekend of February. The meet is prelim/final and carries qualification time standards. Teams participating are assigned to TAC hosts via PN direction. Teams typically assigned by size of location, team location, and amount of qualifiers.
 - Preparing meet paperwork and swim meet event file building for a Pacific Northwest (PN) swimming assigned swim meet, Spring Showdown. The meet is timed final, at the end of March, and carries qualification time standards. Teams participating are assigned to TAC hosts via PN direction. Teams typically assigned by size of location, team location, and number of qualifiers.
 - Preparing to travel to Hawaii for a senior group championship prelim/final swim meet come Middle of March. 11 total TAC swimmers will be traveling and competing at the Kona Spring Senior Invitational.
 - TAC coach and TAC booster board has created a “Senior Travel Fund”. For continued support and opportunity for the senior group to continue to have travel championship experience and opportunities for years to come.
 - TAC has hired two additional coaches. One coach for Monday-Friday and swim meet availability. One coach for Tuesday/Wednesday/Friday availability with substituting for coaches on swim meet weekends.

George Minkel
630-818-7515

Aquatics Director- Jenny Claridge

Swim Lesson Update:

January registration in Club Automation went well. There were a few hiccups related to the “player rating” which is basically the swim level. Registration in February went even better. Enrollment is down for LTS 1 & 2, but I’m not concerned these 2 levels fluctuate on a regular basis.

Private lessons have dropped slightly; these numbers also fluctuate based on community need. Adaptive private lessons are growing; we have added 4 new families to the program in the past month. We are the only pool in Skagit, Whatcom and Island County that offers a structured adaptive program, and we are seeing the need across all three counties.

Lifeguards:

Currently we have 28 certified lifeguards on staff. Many of our guards swim for TAC or have other extra-curricular activities, this is the main reason I have such a large group. We have 6 graduating seniors this year so as we head into the summer, I will start looking at the fall for staffing needs.

Our in-services have been focused primarily on water rescue skills including activating the EAP and completing a rapid assessment. Weekly skill checks are still required. They swim 200 meters, tread water for 5 minutes, retrieve the 10lb brick from the bottom of the pool and perform a rapid assessment with 2 minutes of CPR. To ensure everyone is completing their skills we have implemented a reward system. January, they earned Monster and Red Bull. We will vote on the February award at the March in-service.

Shout out to Noah McFarland who responded to a teacher during an assembly who was having a seizure. He assessed the situation and was able to put her in the recovery position and stayed with her until EMS arrived. This proves the weekly skills are working!

Upcoming Red Cross Courses:

- CPR (CPR for professional rescuers) February 21 & 22, this is a staff training course, to keep us compliant with the Department of Health standards.
- Lifeguarding: March 14-22 (2 weekends) we have 7 registered so far.
- WSI TBD
- LGI: Mid-May

Additional Training for Jenny:

- Resilience First Aid: This course is about being proactive – a preventative approach to mental health. I will learn how to build mental fitness through a practical strength-based approach. I will learn critical skills to proactively support mental health in others.
- Aquatic Professional Designation: The AqP Designation has five core educational sessions; Risk management, programming and staff training, drowning prevention, leadership/executive development, and diversity and inclusion. This designation will bring me into an exclusive network of professionals who have shown their commitment to aquatic education, certification and professional development and sets me apart from other aquatic professionals.

Fidalgo Pool and Fitness Center (FPFC) District
Board of Commissioners
Communications & Elections Committee

Proposed 2026 Workplan
(February 15, 2026 Draft for Discussion)

1. **Board agenda and minutes.** Work with staff to increase the transparency and utility of these public documents by:
 - a. Adding more substance to agendas, including agenda links to documents to be considered or discussed by the Board
 - b. Publishing agendas and related documents at least 3 business days prior to the meeting, excluding any emergency sessions
 - c. Establishing a list serve to distribute Board agendas and other documents to interested members of the public via email
 - d. Expanding minutes to more fully reflect public testimony, staff updates, and Board discussions and actions, as well as Commissioners present and absent
 - e. Adding “Action Items” to minutes for followup at subsequent meetings
2. **Commission webpages.** Work with staff, and contractor as needed, to update and significantly expand the content and usefulness of the webpages related to Board activities, including posting:
 - a. Add Commissioner contact information below photo and term expiration date
 - b. All Board agendas and minutes (in reverse chronological order); combine regular and special meetings on same list
 - c. At least 3 days in advance of the Board meeting, that Board agenda, draft minutes, and any documents to be considered or discussed by the Board, including routine department head reports, committee reports, and fiscal reports
 - d. Any written public comments submitted (under that Board meeting)
 - e. Both the draft/proposed Annual Budget and the adopted Annual Budget submitted to Skagit County
 - f. Accountability Audit Reports prepared by the Office of the Washington State Auditor, and any other audits of facility operations, finances, or compliance
 - g. For each calendar year, a list of Board officers, standing Board Committees and members, and any Committee Workplans and products
 - h. Any special Committees created by the Board and members
 - i. Board Resolutions (in reverse chronological order)
 - j. Adopted Board By-Laws and any proposed updates, plus any related policies and procedures
 - k. Public information and participation-related proposals, comments, and notes
 - l. Inspections/evaluations of facility structures, including any assessments of repairs needed and estimated costs
 - m. Reports on the feasibility and/or cost of potential new facility construction or renovation of the existing facility; coordinate with existing Capital Campaign website
 - n. Other documents as needed

3. **Public Records Act.** Review existing Public Records Act procedures and identify any recommended updates to comply with state law or community needs
4. **2027 Proposition for New Levy.** In consultation with the public and partner organizations, begin assessing communications needs for the proposition to pass a 2028-2033 levy, including external support and any contract recommendations. Reflect strategies in the Public Information and Participation Plan.
5. **Public Information and Participation Plan.** Form an ad hoc subcommittee with external participants to develop updates to the FPFC 2015 Public Communication and Participation Plan and propose for Board approval.

Fidalgo Pool and Fitness Center District
Board of Commissioners
Human Resources Committee

Proposed 2026 Workplan
(February 15, 2026 Draft for Discussion)

1. Meet monthly to address any personnel questions and concerns raised by the Board, the Executive Director, staff, or patrons
2. Completion of 2025 goals
 - a. Provide clarity on the scope and duties of the Executive Director, the Operations Director, and the Aquatics Director by developing current duty statements for each position by April 2026 (**does the Board want to discuss these?**)
 - b. Develop priorities for the Executive Director (to be addressed in the February 2026 performance appraisal)
 - c. Executive Director to report back to Board in April 2026 with an analysis of the personnel and fiscal impacts of shifting the management team from salaried to hourly compensation, and reducing the instructor pay rate, including any recommendations for change
3. Complete formal performance evaluation for the Executive Director in February 2026, with update in August/September to inform 2027 Annual Budget
4. Establish schedule for performance evaluations of all full-time staff (and any recommended raises) in August/September to inform 2027 Annual Budget
5. Begin succession planning and preparation
6. Support recruitment of additional lifeguards
7. Update Employee Handbook (timing to be determined)