

Minutes of the Regular Meeting  
of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Tuesday, December 21, 2010, 7:00 pm  
DISTRICT OFFICE, 5240 Bohemian Highway (Next to Firehouse)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order by President Watson at 7:00 p.m.

II. ROLL CALL

Directors Anderson, Fawcett, Murchison, Ming and Watson were all present.

III. APPROVAL OF AGENDA

As there were no corrections to the agenda as written a motion was made by Jeff Fawcett and seconded by Cathie Anderson to approve the agenda as written.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

There was no public comment.

VI. CONSENT ITEMS (10 minutes)

A. Approval of minutes

As there were no corrections to the minutes of November 16, 2010 a motion was made by Jeff Fawcett and seconded by Michael Ming to approve the minutes of the November 16, 2010 Board meeting as written.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

B. Payment of claims

After discussion, motion was made by Jeff Fawcett, and seconded by Michael Ming to approve warrant requests G2010-2011-009 (R&P-December) \$11,588.54, G2010-2011-008 (R&P Flat Charge & CMVFD Donation) \$750.00 and W2010-2011-006 (Water-December) \$15,775.30.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

C. Administrative and financial report

Ms. Doran-Girard advised of recently received correspondence and the status of other related administrative tasks.

D. Board Action List

The Board reviewed the existing Action Item List and reports of open items were discussed. The list will be reviewed again before adjournment.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Hal Wood of Russian River Utility reported regarding the SCWA amendment and reviewed the history of this issue. The installation of floats for the tanks and the manner in which this equipment functioned was discussed. It was agreed that this cost and the cost of meter risers would be placed on the January 2011 agenda for approval.

Mike Ming inquired regarding background information and water code requirements relative to recent correspondence about the connection at 81 Sylvania scheduled for Board review in January 2011.

VIII. UNFINISHED AND CONTINUING BUSINESS

A. ANDERSON HALL INSPECTION

DESCRIPTION: In light of unexpected repairs, the Board discussed having Anderson Hall inspected in order to evaluate other repairs and properly maintain the building. Peter Crawford of Camp Meeker has agreed to do the work for \$395.

ACTION: A motion was made by Jeff Fawcett and seconded by Michael Ming to approve the inspection of Anderson Hall to be performed by Peter Crawford for the sum of \$395.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

IX. NEW BUSINESS

B. APPROVAL: DRAFT OF AUDITED FINANCIAL STATEMENTS 6/30/2010

DESCRIPTION: The Board reviewed the final draft of the District's audited financial statements for the fiscal year ended 6/30/2010 prepared by the District's auditor, Larry Johnson, CPA and discussed a few minor modifications in language to clarify certain items.

ACTION: After discussion, a motion was made by Jeff Fawcett and seconded by Cathie Anderson that the Board approve the final draft of the June 30, 2010 financial statements as modified and direct the auditor to prepare copies of the final document for distribution to the required public agencies, directors and for web publication.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

C. PARKING BARRIER INSTALLATION: GHILOTTI CONSTRUCTION BID (10 minutes;

DESCRIPTION: The Board reviewed a bid from Ghilotti Construction for the purchase and installation of K-rail barriers in the parking lot running 220 feet from the post office to the grove. Estimated cost \$9,300.00. Director Ming and members of the public were concerned about that the K-rail barriers are not in keeping with the atmosphere of Camp Meeker. Director Fawcett stated that he is concerned about the potential liability and suggested that perhaps an interested individual could volunteer to act as project manager for this task.

ACTION: The Board directed Ms. Doran-Girard to contact Coggins Fence to obtain information and an estimate for fencing. No action was taken on the Ghilotti Construction bid.

D. ANDERSON HALL: REPLACEMENT OF FIRE ALARM CONTROL PANEL

DESCRIPTION: The Board discussed the inspection of the fire control and warning system at Anderson Hall by Santa Rosa Fire Equipment. The inspection determined that the fire alarm control panel is defective and it will be necessary to replace the panel at an estimated cost of \$985.26. Additionally, the inspection included a recommendation to isolate the fire control and warning system to its own circuit rather than combined with the kitchen circuit as currently wired.

ACTION: A motion was made by Seth Murchison and seconded by Cathie Anderson to approve the replacement of the fire control panel to be performed by Santa Rosa Fire Equipment for the sum of \$985.26; and, additionally instruct Lunardi Electric to isolate the wiring for the fire control and alarm system to a single circuit.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

X. UPDATE ACTION ITEM LIST

DESCRIPTION: The Board maintains an Action Item List with due dates and assigned responsibilities.

ACTION: The Board added parking barriers-Cheryl Doran-Girard, responsibility, Anderson Hall-revenue increase—Seth Murchison and Jeff Fawcett and Anderson Hall marketing-Seth Murchison and Jeff Fawcett to the Action Item list.

XI. DIRECTORS' REPORTS

DESCRIPTION: Director Murchison reported that the first Supper Club of 2011 is scheduled for January 17.

ACTION: No action or discussion took place.

XII. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Seth Murchison, and seconded by Jeff Fawcett that the December meeting of the Camp Meeker Board of Directors be adjourned.

The motion was approved.

Ayes: 5      Noes: 0      Abstain: 0      Absent: 0

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD