

**MINUTES
DEL NORTE COUNTY FAIRGROUNDS
RECREATION AND PARK DISTRICT
March 12, 2019**

On March 12, 2019 the Del Norte County Fairgrounds Recreation and Park District Board of Directors special meeting was called to order at 10:30 a.m. by President Steven Westbrook.

RECREATION AND PARK DIRECTORS PRESENT

Steven Westbrook
Richard Wier
Robyn Holt
Sabina Renner
Doug Wakefield

DIRECTORS EXCUSED

OTHERS PRESENT

Kim Floyd 41ST DAA CEO

ADOPT ROLL CALL

Taken

PUBLIC FORUM

No public comment.

CONSENT AGENDA

Public Comment – None

Motion made by Director Wier and seconded by Director Renner to approve the consent agenda items a -c for the Park and Recreation Fair District.

Director Holt-Yes, Director Renner -Yes, Director Wakefield- Yes and Director Wier -Yes

Motion Carried.

DISCUSSION AND POSSIBLE ACTION REGARDING HIRING AN IT PERSON TO BUILD THE REC AND PARKS OWN WEBSITE THAT WOULD LINK TO THE 41ST DAA WEBSITE AND HANDLE SOCIAL MEDIA ACCOUNTS

Director Wakefield contacted a gentleman out of Brookings who charges \$450 for initial set up of the website and \$120 per year. He will make sure that everything is up to date. He will also create Recreation and Park District email addresses for each board member. Director Westbrook asked if they would have control on what is put on the website. Director Wakefield informed him that they would approve everything that was to be put on the website. Director Wakefield also stated that in order for Digigardin to start right away he would need an initial down payment of \$235.00.

No public comment.

A motion was made by Director Renner to approve hiring Digigardin to build the website and also to pay him a down payment of \$235.00. Director Holt seconded the motion.

Director Holt – Yes, Director Renner – Yes, Director Wakefield – Yes, Director Wier - Yes

Motion Carried.

DISCUSSION AND POSSIBLE ACTION REGARDING APPROVING CONTRACT WITH WILMA MADDEN TO PROVIDE BILLING SERVICES AND ADMINISTRATIVE SERVICES FOR THE REC AND PARKS.

Attorney Martha Rice updated the insurance agreement on the contract. The contract states that it will pay Ms. Madden \$25 per hour. She will be providing the minutes, working with CFSA regarding the financial and paying the bills. Ms. Madden will also work closely with 41st DAA CEO Kim Floyd regarding items that need to be added to the agenda regarding the 41st DAA. She has a lot of experience and knowledge. Director Holt asked for the last sentence on #7 to taken out.

No public comment.

Director Wakefield made a motion to approve the contract for Wilma Madden with the last sentence in #7 removed. Director Holt Seconded the motion.

Director Holt – Yes, Director Renner – Yes, Director Wakefield – Yes, Director Wier - Yes

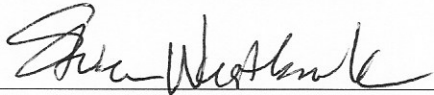
DIRECTORS COMMENTS

Director Westbrook would like the 41st DAA member to attend the ad hoc committee meetings because they are a very critical piece of the Strategic Plan.

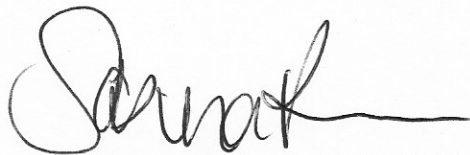
Next Board Meeting will be April 23 at 10:30am.

CLOSING COMMENTS

Meeting adjourned at 11:15am



District President



District Secretary