

Village Green Metropolitan Park District (VGMPD)

Date: 20 December 2016

- 1. Location Of Meeting:** Village Green Community Center, Kingston WA 98346
- 2. Type Meeting:** Regular Budget & Monthly Meeting
- 3. Meeting Called To Order** (*by/position/time*): Bobbie Moore (Chair/Comm), 6:30 p.m.
- 4. Roll-Call:**
 - a. Attendees: Bobbie Moore (Chair/Comm) Tracy Darlene Harris (Clerk/Comm), Pat Pearson (Comm), Jim Moore (Comm) Thorn Percival (Legal Rep) & Linda Fyfe (Program Coordinator/Manager VGCC)
 - b. Absent: Jason Manges (Comm) (Excused)
- 5. Guests:** Carol Hull (Resident & Candidate for future Bookkeeping needs for MPD)
- 6. Approval of Agenda.**
 - a. Recommended for approval: Pat Pearson (Comm)
 - b. Second Approval by: Jim Moore (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 7. Meeting Minutes:** Dated 11 Nov 2016
 - a. Recommended for approval: Pat Pearson (Comm).
 - b. Second Approval by Jim Moore (Comm)
 - c. So Ordered Approval by: Bobbie Moore (Chair/Comm)
- 8. Public Comment:** None
- 9. Report On Events to Date:**
 - a. Finance
 - a). Operating Cash: \$111,337.17 (Pending Adjustment) & Investment Account: \$263,073.28
 - b). Bills and Vouchers were signed: See attached Voucher 1, total \$8,583.68 & Voucher #2 Not to Exceed \$3500.00. Motion to authorize payments by Pat Pearson (Comm), Second by Jim Moore (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - b. Website Update
 1. Minutes of the meeting will be published on the Website.
 2. Calendar of events will be posted
 - c. Legal
 1. None
 - d. Correspondence/Information Provided to Public:
 1. None
 - e. MPD Report for MPD Commissioners
 1. None

f. Project Architectural Plans

1. No report

10. Unfinished Business:

- a. Building Manager Report: Linda Fyfe (MVGCC) reported that the events calendar has continued to fill up, so book early. Will continue to seek more events for the upcoming months
- b. Fundraising: Reserve monies cannot be used for fundraising. Possible retreat with VGF will be needed to discuss further options.
- c. Bookkeeper: With the MPD growing responsibilities a bookkeeper will be hired, Carol Hull was hired as bookkeeper. Motion to authorize Bobbie Moore (Chair/Comm) up to \$1000.00 to purchase a computer and computer program for MPD Bookkeeper and to draft a terms and conditions contract with Carol Hull with MPD approval by Pat Pearson (Comm), Second by Jim Moore (Comm). So ordered approved by Bobbie Moore (Chair/Comm)
- d. Park Security: Work parties will continue to improve visibility challenges.
- e. Master Plan: Rework planning will be scheduled in the spring.
- f. Rain Garden: Updated maintenance will be scheduled.
- g. Rotary/Playground: No report
- h. Website: An improvement will be continued to the website to allow a better ease of navigation of the website.
- i. Supply Items: An order will be placed for items needed or that were broken for the kitchen and janitorial.

11. New Business:

- a. MPD Bookkeeper: Carol Hull was hired as the new MPD Bookkeeper.
- b. Boys & Girls Club Update: The B&G is currently going through certification to be able to have a before and after school care program **subsidized by the Department of Social and Health Services (DSHS)**

12. Any further public comment: None

13. Next Meeting Schedule: 17 January 2017, 6:30 p.m. at Village Green Community Center

14. Open Public Meeting Adjourned (by/time): Tracy Darlene Harris (Comm/ Clerk) 8:20 p.m.

Summary Of Minutes Taken By (name/position): Tracy Darlene Harris, (Comm/Clerk)