

Village Green Metropolitan Park District (VGMPD)

Date: 20 June 2017

1. **Location Of Meeting:** Village Green Community Center, Kingston WA 98346
2. **Type Meeting:** Regular Monthly Meeting
3. **Meeting Called To Order** (*by/position/time*): Bobbie Moore (Chair/Comm) at 6:30 p.m.
4. **Roll-Call:**
 - a. Attendees: Bobbie Moore (Chair/Comm); Pat Pearson (Comm); Jim Moore (Comm); Linda Fyfe (Program Coordinator/Manager VGCC); Carol Hull (MPD Bookkeeper)
 - b. Absent (excused): Tracy Harris (Clerk/Comm); Jason Manges (Comm); Thorn Pervcival (Legal Rep)
5. **Guest:** Walt Elliot (Resident); Alan Chessman and Ann Strickland, Kingston Solar LLC.
6. **Approval of Agenda.** Dated 19 June 2017. Note taker Tracy Harris not present. Linda Fyfe agreed to be note taker.
 - 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 16 May 2017
 - 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: \$130,768.40, Investment \$264,231.53
 - b). Bills and Vouchers were signed: See attached Voucher 1, total \$9,433.14. Motion to authorize payments by Pat Pearson (Comm), Second by Jim Moore (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - c). Transfer of \$50,000.00 authorized in May to investment account not yet done as of 5/31/17. We will look for the transfer in two pieces (\$40,000 and \$10,000) on the June balance sheet.
 - d). No Voucher #2.
 - e). Website Update
 1. Minutes of the meeting will be published on the Website.
 2. Still having problems updating pictures to the website, Webmaster is currently working to resolve the problem along with Bobbie Moore and one volunteer.
 - b. Legal – no representation, no action
 - c. Correspondence/Information Provided to Public: - None
 - d. MPD Report for MPD Commissioners - None
 - e. Project Architectural Plans - None
10. **Unfinished Business:**
 - a. Fundraising: One new pledge for \$50,000 reported in June. Pie in the Park Thursday August 10.

- b. Building Manager Report: Linda Fyfe (MVGCC) provided an update on the Bldg. and program coordinators report dated 6/20/17. Commissioners authorized Jason Manges to approve Skyline service contract and make the first month's payment. Motion by Pat Pearson (Comm); seconded by Jim Moore (Comm); unanimous.
Two no-cost contracts reflected in new business were discussed here: LPI newsletter contract and Colette Travel contract. Both had been reviewed by legal counsel prior to the meeting. Motion to approve each by Pat Pearson (Comm) and Jim Moore (Comm). Both approved unanimously.
- c. Master Plan: Replanting will be tabled until next meeting; Jason Manges (Comm) reported by e-mail that any planting will be on hold until the fall.
- d. Lease: Amendment was completed in March 2017
- e. Park Security: No update.
- f. Rain Garden: No June update.
- g. Rotary/Playground: 2 benches have been donated and will be installed as largely donated material and service, no cost to MPD. Drinking fountain continues tabled.
- h. Kitsap County Emergency: Severe Weather Shelter closed for the end of season.
- i. Fencing: Project is complete and final licensing for BGC expected in July. Courtyard door alarms accompany the fence to sound an alarm when anyone is exiting the building through other than the lobby door to the courtyard.
- j. Pea Patch: No status.
- k. MPD Commissioners Stipends: Tabled until July 2017 meeting.
- l. Kitchen cleaning contract: Motion to authorize Linda to contract with a \$60/hour cleaning service, NTE \$250 monthly by Pat Pearson (Comm). Second by Jim Moore (Comm). Unanimous.

11. New Business:

- a. Update of Linda Fyfe's employment contract tabled, in the absence of legal counsel.
- b. Request for July-August storage of Food for Kids supplies. Motion to approve by Pat Pearson (Comm). Second by Jim Moore (Comm). Unanimous.
- c. Solar panel project update: Received check for annual roof rental for \$2,256.89. Alan Chessman stated the MPD would be receiving a bill for the electricity generated (at least 75,000 Kwh) sometime in August or September. We should expect an amount around \$7,077. The meter will be read on 6/30, the end of the 'solar year.'
- d. Ballot Drop Box: Discussion of ballot box placement on MPD property at request of Kitsap County Elections. Motion to approve concept with placement to be left to Dave Wetter, VGCC project manager by Jim Moore (Comm). Second by Pat Pearson (Comm). Unanimous approval.
- e. Kingston Citizens Advisory Council (KCAC) representation: Discussed preference for having the MPD represented as a non-voting member. Pat Pearson (Comm) was willing to follow up with Kitsap County Volunteer Coordinator Rebecca Pirtle.
- f. Camperdown elm sign: Motion to approve wording at the end of the Kingston Historical Society letter to the MPD Commissioners by Pat Pearson (Comm). Second by Jim Moore (Comm). Unanimous approval.

12. Any further public comment: None

13. Next Meeting Schedule: 18 July 2017, 6:30 p.m. at Village Green Community Center

14. Meeting Adjourned (by/time): Bobbie Moore (Chari/Comm) 8:47 p.m.

Summary Of Minutes Taken By (name/position): Linda Fyfe, Building Manager/Program Coordinator