

Village Green Metropolitan Park District (VGMPD)

Date: 21 August 2018

1. **Location of Meeting:** Village Green Community Center, Kingston WA 98346
2. **Type Meeting:** Regular Monthly Meeting
3. **Meeting Called to Order by:** 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)
 - b. Excused: Tracy Darlene Harris (Clerk/Comm), Jason Manges (Comm)
 - c. Note-taker: Pat Pearson (Comm),
5. **Guest:** Betsy Cooper, President, Village Green Foundation Board of Trustees
6. **Approval of Agenda. Approval of Agenda.** Dated 8/21/18
 - 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 7/17/18
 - 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: \$42,573.20 & Investment \$315,526.94.
 - b. b). Bills and Vouchers were signed: See attached Voucher 1, total \$3,222.64. Voucher#2: \$1,494.76. Motion to authorize payments by Pat Pearson (Comm), second by Jim Moore (Comm). So ordered approved by Bobbie Moore (Chair/Comm).
 - c. Website Update
 1. Minutes of the meeting will be published on the Website.
 - d. Legal
 1. None
 - e. Correspondence/Information Provided to Public:
 1. None
 - f. MPD Report for MPD Commissioners: Preliminary budget hearing will take place at 6:00 PM prior to the September 18 2018 monthly MPD Commissioners meeting.
 - g. Project Architectural Plans
 1. No report

10. Unfinished Business:

- a. Bookkeeper: No report.
- b. Bldg. Manager Report: See attached report. 1) Report of a dead tree in the courtyard; suggestion that we ask Jason Manges to approach Yamamoto about replacing it, because it has been discussed since the first year of Center operation.
2) McClain's work at the front of the building has been favorably received.
3) Shower use has intensified – at least five times daily. We agreed informally that if the cleaning required is too extensive to expect of volunteers, we should lock the shower and either have the custodian do the cleaning or secure a commercial cleaning service. Also, we could consider have the shower deep-cleaned quarterly.
4) Asphalt sealing will be done when a contractor can be secured and scheduled.
- c. Fencing & Irrigation: Fencing by the Boys and Girls Club side repaired; see invoice for \$327 included in Voucher #1. McClain repaired two breaks in the irrigation lines.
- d. WI-FI: Billing for increased cost due to heavy usage has begun. Discussed implementing policies restricting use to one hour daily, etc. Bobbie to inquire. No change in status as of August meeting.
- e. Reservation Request System: VG has discontinued customer reservation of spaces. The calendar for the month is visible in two places on the MPD site but customers need to call VG to book facilities.
- f. P- Patch: Still considering a Critter Cam to deter theft; the P-patch garden has established its own bank account and will be managing its own funds.
- g. Tennis Courts: Nothing new to report.
- h. VGF-MPD Coordination: VGF process of securing a commercial loan moving forward.
- i. Mobile Dental Clinic: An updated proposal is needed.

11. New Business

- a. Banking: Motion to obtain a Credit Card for MPD passed in July needs further details: Motion presented to establish a Visa Community Credit Card through Columbia Bank with Roberta Moore (Commissioner), Tracy Harris (Commissioner), and Linda Fyfe as cardholders. Motion by Pat Pearson (Comm), second by Jim Moore (Comm). Passed unanimously.
- b. Online banking: Motion to provide three additional people access to Columbia Bank's online banking capabilities: Volunteers Renée Amicucci and Beth Berglund, and bookkeeper Kelli Oster should be able to log on to view the petty cash fund and transfer of funds deposited in petty cash to Kitsap County Treasurer; motion made by Pat Pearson (Comm), second by Jim Moore (Comm). Passed unanimously.
- c. Community Meal & Dog Issue: Suggestion made to ask attorneys how to enforce state laws in cases of people with probably mental health issues.
- d. No smoking policy: Motion to make all Village Green property non-smoking. Pat Pearson (Comm), Second by Jim Moore (Comm). Passed unanimously.

12. Any further public comment: Betsy Cooper thanked Commissioners for their service.

13. Next Meeting Schedule: 18 September, preliminary budget hearing @ 6:00 PM, 6:30 PM regular monthly meeting, at Village Green Community Center. Preliminary budget will be sent to all commissioners in advance of the meeting for their comments.

14. Open Public Meeting Adjourned by: Bobbie Moore (Chair/Comm) at 8:20 PM.

Summary of Minutes Taken by: Pat Pearson (Comm) and Bobbie Moore (Comm)

Village Green Metropolitan Park District

UNPAID BILLS AUGUST 20 2018

All Dates

DATE	NUM	AMOUNT
Abdel Artistry & Services		
08/08/2018	VG-201808	200.00
Total for Abdel Artistry & Services		\$200.00
Brem-Air Disposal		
08/01/2018	5318318-0029-1	210.13
Total for Brem-Air Disposal		\$210.13
Business Solutions		
08/01/2018	18.080	367.50
Total for Business Solutions		\$367.50
Centurylink		
08/06/2018		270.65
Total for Centurylink		\$270.65
DT Micro		
08/17/2018	4035	306.00
Total for DT Micro		\$306.00
Kitsap County Public Works		
08/21/2018		72.12
Total for Kitsap County Public Works		\$72.12
McClain Landscaping Services		
08/01/2018	14565	538.65
08/19/2018	14646	182.58
Total for McClain Landscaping Services		\$721.23
Peninsula Fire		
08/02/2018	53250	264.22
Total for Peninsula Fire		\$264.22
Puget Sound Energy		
08/09/2018		233.55
Total for Puget Sound Energy		\$233.55
Superior Linen Service		
08/01/2018		130.24
Total for Superior Linen Service		\$130.24
US Postmaster		
08/08/2018	98346	120.00
Total for US Postmaster		\$120.00
Viking Fence		
08/14/2018	18-0554	327.00
Total for Viking Fence		\$327.00
TOTAL		\$3,222.64

Petty Cash Checks For August 2018

Total for Petty cash account