

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, May 24, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

Attendance: Emily Parsons, Chair; Dee Coppola, Vice-Chair; Walt Draper, Treasurer; Teresa Osinski; Brent Stenman; Rick Smith & Jim Heins.

Staff: Mike Walton, Executive Director.

Absent: None.

1. **Call to Order.** A quorum being present, Chair Emily Parsons called the meeting to order at 6:05 PM.
2. **Meeting Minutes** – Minutes from the Regular Meeting of the 24th of May were distributed electronically before the meeting and were submitted by the ED.

Dee Coppola moved to accept the Minutes of May 24th as submitted. Brent Stenman seconded the motion and the Motion was unanimously approved.

3. **EventFund Grant Awards** - Two applications were submitted and Board heard presentations from both the Hammerhead Wrestling Tournament, a new proposed tournament, and the NK Babe Ruth for the 2012 Babe Ruth World Series.

Teresa Osinski moved to award \$4K to the Hammerhead Tournament. Dee Coppola seconded the motion and it was carried unanimously.

After some discussion about the legal issues of paying additional funding for two following years in advance, **Walt Draper made a motion to award \$5K for this year and draft a letter to the Babe Ruth organization indicating the consensus of the Board to provide funding for the two succeeding years, provided the event proceeded as planned. The motion was seconded by Teresa Osinski and passed, with one abstention by Brent Stenman.**

4. **Finance Reports**
 - A. **March Report** – Reflecting March retail sales, the May revenue of \$91.3K was up from the previous year (2%) reversing the downward trend of the last couple of months. Expenses were reasonable, resulting in a increase in cash position by about \$5K to almost \$867.4K.
 - B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through May 2010.
 - C. **Current Invoices** – The Blanket Voucher request of only \$2162.40 was submitted to the Chair for review and summarization for the Board members - the largest items were \$883.19 for ED Mike Walton, primarily for expense in attending the WEDA summer Conference, and \$804 to Socius Law Group for legal work during the month.

Jim Heins moved that the blanket voucher in the corrected amount of \$2162.40 be approved for payment. Dee Coppola seconded and the motion was passed unanimously.

5. **Report on Regional Projects:**
 - A. **Kitsap Fairgrounds and Event Center** – In absence of Parks personnel, ED summarized the report submitted.
 1. **Gordon field:** Bruce Dees & Assoc is preparing bid package for go out by end of the month. Project planned to start on the day after the Fair ends.
 2. **Video/Audio Project** – Bids received, Mike & Doug to review bids and make recommendation.

B. **North Kitsap Regional Event Center** – Project to install sidewalks on Hostmark and Noll roads, endorsed by the Board, has been approved for funding and will be completed this summer.

6. **Executive Director's Report:** (A written report was submitted to the Board.)
WEDA Conference reported on as well as progress on the appointment of new Board members. Commissioner's will adopt a Resolution immediately following this meeting.

7. **Ongoing Business:**

8. **New Business:**

A. **Conflict of Interest Policy Proposal** – ED submitted a draft of a new Policy to address possible conflicts of interest among any Members of the Board with any of the current or future projects before the Board. After some discussion and some suggested revisions, the Board decided to table the Policy until it has had sufficient legal review and rewrite.

9. **Public Comment** none

10. **Announcements:** none

**Next Regular Meeting of the Board is Monday, July 26th, 2010, 6:30 pm, Eagles Nest.
Election of Officers will be primary goal of the meeting.**

Meeting adjourned at 6:55 pm,