

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, May 26, 2009

Eagle's Nest, Kitsap Fairgrounds and Event Center

Bremerton, WA

Attendance: Emily Parsons, Chair; Walt Draper, Treasurer, Teresa Osinski & Rick Smith.

Staff: Mike Walton, Executive Director.

Absent: Dee Coppola, Vice-Chair, Brent Stenman & Jim Heins.

1. **Call to Order.** A quorum being present, Chair Emily Parsons called the meeting to order at 6:35 PM.
2. **Meeting Minutes** – Minutes from the meeting of the 27rd of April were submitted by the ED, one correction was noted – Chair Emily Parsons opened the meeting.

Walt Draper moved to accept the Minutes as corrected. Teresa Osinski seconded the motion and the Motion was unanimously approved.

3. **Finance Reports**

- A. **March Reports** – Reflecting February retail sales, the revenue was up from the previous month - \$81.4K, but still down only 7% from previous year. The net cash position decreased by \$4.2K.
- B. **Sales Tax Rebate Revenue by Month Report** – Since both of the previous months were below the “worst case” level of down 13% that I presented in February, the future prospects seem reasonable that we won't erode our cash position nearly as much as the worst case scenario.
- C. **Current Invoices** – The Blanket voucher request of \$2345.75 was submitted to the Treasurer for review and summarization for the Board members - the largest items were \$812.50 for the Socius Group for legal services; \$550 for Elmquist & Assoc.; and \$292.40 for the ED for travel, including a \$200 WEDA conference registration.

Rick Smith moved that the blanket voucher in the amount of \$2345.75 be approved for payment. Walt Draper seconded and the motion was passed unanimously.

4. **Report on Regional Projects:**

- A. **Kitsap Fairgrounds and Event Center** – Bruce Waterbury of the Parks Dept was present to make the presentation about the status of the various projects and activities at the Fairgrounds and Events Center.
 - 1.** He added that the Slaughter county Roller vixens would be performing in the Pavilion in June and hoed they might be a regular customer in the facility.
 - 2.** The ED brought up an email from Paul Peterson pointing out some deficiencies in the grounds keeping at a recent tournament. The Board and ED expressed their displeasure at such a report and hoped it was being addressed by Parks Management. Bruce assured that it was.
- B. **North Kitsap Regional Event Center** – No steering Committee meeting was held this month, so no decisions on the use of the contingency fund balance..

5. **Executive Director's Report:** (A written report was submitted to the Board.)

ED Walton provided information about participating in the interview by the consultant on the Feasibility Study.

6. Ongoing Business:

A. **Video/Audio Project** – After encouragement from Parks management (Frank Abbott), the ED met with Doug Drewel and encouraged him to get an additional quote and to add the Audio portion of the project as a separate cost item in the bid. Following that, the ED and Bror will meet with Doug to finish the project proposal to present to the Board and to Parks management.

7. **New Business:** None

8. **Public Comment** None offered

9. Announcements:

Next Regular Meeting of the Board is June 22nd, 2009, 6:30 pm at the Eagles Nest.

The meeting was adjourned at 7:15 PM.