

DRAFT Minutes from April 14, 2012

IMRPD Regular Board Meeting

Meeting called to order: 9:05am

Board Attendance: Fred Burdick, Cyndi Burdick, Susan Stoval, Beverly Bushaw, Glenn Haas

Guests in Attendance: Forest Wheeler, Tim Higgins, Gail Lane, Roger Mattson and Ron Lane

Additions to Agenda: none added

Secretary's Report (Glenn)

Motion: The Board approves the minutes of the March 10, 2012 regular board meeting. *Unanimously approved.*

Treasurer's Report (Cindy)

Motion: The Board approves the treasurer's report. Balances include General Fund= \$101,258
Special Conservation= \$1,753 Total= \$103,012 *Unanimously approved.*

Business Manager Report (Samantha)

- Office is running smoothly---no problems.
- Lodge reservation picking up.
- Plan to leave burn pit lock combination as is for now.
- Sam is checking on paperwork to make sure all vehicles registered and that we have no abandoned vehicles.
- Sam developed administrative notebooks for Board members.

Maintenance Manager Report (Forrest)

- Burn pit gate has been installed.
- Forrest discussed need for maintenance assistant---a part-time summer helper. No decisions were made.
- Board discussed need for the next Board to spend extra time on District maintenance and operations (e.g., guidelines for personnel, work priorities, budget, equipment needs, future capital projects)

Unfinished Business (Fred)

- Pond restoration article----Susan reported article is ready for posting on website. CPR----Susan trying to pin down CPR training for this spring.
- Drop box for CC---all the hardware is in hand and will be installed shortly.
- Keys---key cards are now available.

New Business

- Year review of business manager---Cyndi took lead is reviewing Samantha's job performance.

Motion: The Board agrees to increase the base salary of the business manager from \$16.50 to \$18.00 per hour effective April 1, 2012. *Unanimously approved.*

Motion: The Board agrees to extend the weekly hours of the business manager from 17 to 20 hours per week from May 1 through October 1, 2012. *Unanimously approved.*

Glenn did express concern that in the future performance evaluations should be done with more advance preparation by the full Board, should involve a more systematic written assessment, with the opportunity for executive session.

- MOU with IMPOA---

Motion: The Board approves the drafted MOU describing the roles and responsibilities in partnering with IMPOA. *Unanimously approved.*

The signed MOU will be posted on the website for public disclosure.

- July IM picnic---Board discussed logistics. Samantha will reserve tent, table and chairs.
- No smoking signs---Board discussed issue of smoking and cigarettes butts around golf course and IM Park. It was agreed to post no smoking signs.
- Director Resignation---Cyndi Burdick announced her resignation from the Board effective May 1, 2012. The Board recognized and thanked her for her service to IM.
- IMPOA Volunteer of the Year Award---Roger Mattson, President of IMPOA, presented the 2012 Volunteer of the Year Award to Fred and Cyndi Burdick for their outstanding service to IM. A certificate of appreciation and honorarium was presented.

Meeting adjourned @ 11:00am

Next meeting of the Board will be May 12, 2012. Minutes recorded by Secretary Glenn Haas and approved by the Board on May 12, 2012.