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| **Item** | **Minutes** | **Action** |
| Swearing In | The Honorable Judge Joel Stevens conducted a swearing in of each board member |  |
| Call to Order | Time not noted at this meeting |  |
| Attendance | Members Present: Doug Henson, Michelle Jenck, Brian Cameron, David Wilson, Kaylan Sisco |  |
| Agenda | Agenda reviewed and amended |  |
| Meeting Minutes | N/A as this was inaugural meeting |  |
| Public Comment Period | N/A as this was inaugural meeting |  |
| OLD BUSINESS | N/A as this was inaugural meeting |  |
| NEW BUSINESS |  |  |
| Board Procedure | There was discussion regarding voting procedure after which the following was determined and voted on, passing unanimously.   1. Voting procedure will be by majority rule for decisions NOT requiring funding; and 2. Voting procedure will be by consensus for decisions requiring allocation of funding. | **Board Voting Policy Passed 5-0** |
| Board Positions | A nomination was made and seconded to appoint David (Dave) Wilson as Board President. Vote was approved 5-0  A nomination was made and seconded to appoint Michelle Jenck as Secretary. Vote was approved 5-0. It was noted that she need not perform the role of Treasurer as there are no funds to oversee at this time.  A nomination was made and seconded to appoint Brian Cameron as Board Vice President. Vote was approved 5-0.  Members agreed that positions can be revisited and changed later as needed. | **Members were voted into office, each with a 5-0 vote**  **President: Dave Wilson**  **Vice President: Brian Cameron**  **Secretary: Michelle Jenck** |
| Advisory Committee | Parks & Rec Districts can have up to 3 non-voting advisory council members. Potential candidates were discussed as were the potential roles and duties of such a committee. Dave proposed that each member come to the next meeting with their recommendations for advisory committee members. | *Members bring advisory committee recommendations to next meeting.* |
| Parks & Rec Resources | Doug brought resource materials provided by the Special Districts Association of Oregon (SDAO). His understanding is that, for a fee of $135/yr, they will provide education and advice to help us form our new board. It was noted that Michele Bradley serves on their board. Dave Wilson offered to talk to Michele to get more information.  Doug also looked into other districts in the state, including Toledo, Oregon, to which we might look to as examples in future decision-making. | *Dave to talk to Michele Bradley about SDAO membership.*  *Doug to confirm info w/ SDAO Rep*  *Doug to procure example/template of Toledo Parks & Rec District* |
| Mission/Vision | Michelle suggested that knowing/deciding on our Mission would be an important first step. It was discussed and agreed that we would find out what the existing cited Mission statement is and determine if/how we want to amend it. | *Kaylan to research Mission Statement and bring to next meeting* |
| Asset Inventory | It was agreed that we need to fully understand which parks and rec facilities/assets are under our purview, which include ownership/management by the City, County, State, and other entities such as ODF, BLM and private/non-profit entities such as the YMCA.  Various members were asked to gather information regarding this asset inventory for review at our next meeting. | *Kaylan to get City/TSD9 inventory*  *Dave to get County inventory*  *Brian to get State and other land owner/manager inventory* |
|  | It was agreed that transparency and communication will be important facets of the board’s work.  Michelle suggested that we get a Press Release together using the image taken after the swearing in. Brian agreed to draft an article which Michelle offered to send out as a Press Release. | *Brian to draft Press Release w/ photo.*  *Michelle to send out final Press Release* |
| Next Meeting | July 17, 2018 1:00-2:30 p.m. - Tillamook Chamber of Commerce, 208 Main Ave, Tillamook, OR | *Doug to secure meeting venue* |
| Adjournment | Time not noted at this meeting. |  |