**OAK TREE PARK AND RECREATION DISTRICT**

**18847 Oak Tree Road, Nevada City, CA 95959**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**October 21, 2024**

**MINUTES**

**PRESENT:** Michael Travers; Chair, Tom Wade, Anne Solik, Carole Chadima, Mike Easter

**ABSENT:**

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, four members present, quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT ON MATTERS NOT ON AGENDA:** *As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes*
3. **CONSENT CALENDAR: (ACTION)** 
   1. Approval of October 2024Agenda –Tom Wade moved to approve the October Agenda. Mike Easter seconded. Motion approved by unanimous vote.
   2. Approval of September 2024Minutes- Wade moved to approve the September Minutes. Easter seconded. Motion approved by unanimous vote.
4. **ANNOUNCEMENTS:** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.* 
   1. Anne Solik reports there is a Recreation Resiliency Meeting coming up.
   2. Tom Wade reports he recently participated in a Bio Char Demo in a small kiln in the middle of the parking lot at OTP. They also cooked hotdogs and squash in the kiln.
5. **REPORTS:** 
   1. **Library Report**; Presented by the Board, see attached.
   2. **Caretaker’s Report**-Susan McKinney
      1. Susan would like to have an agreement that there are no fires of any kind on Park property during Red Flag days. Travers agrees to add this as an Action item on the November Agenda.
      2. Regarding the trailer, Susan has calked all the windows. The trailer seems to be leaning; Wade and Travers will have a look.
   3. **Board Member Reports and Projects**
      1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
         1. Travers reports he and Susan have been working on securing and repairing the tool shed; someone has been trying to break in. He would like to continue securing the shed door. Wade and Easter will help with that project.
         2. There are now 2 cameras viewing the tool shed.
         3. Anne processed a payment to Alliant for Liability Insurance on 10/2/24.
      2. **Treasurer’s Report** – Anne Solik
         1. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.* **(ACTION)**

A list of warrants presented, signatures gathered. Wade motions to approve warrants as presented. Seconded by Easter. Action approved by unanimous vote.

* + - 1. Accounts Receivable- Checks for reimbursements from Library and KidsCount.
      2. Solik and Christina Reese are working on fulfilling request from Smith and Newell to submit for Audit.
    1. **Outreach Report**-
       1. Nothing new to report.

1. **NEW BUSINESS** 
   1. Scotch Broom Pulling Party- Tabled until after it rains.
2. **OLD BUSINESS**
   1. Solar Project (tabled)
   2. Picnic in the Park was very successful this year.
3. **NEXT MEETING:** Next regular meeting is Monday, November 18, 2024
4. **ADJOURNMENT:** Meeting adjourned at 7:30 PM.

Christina Reese

Christina Reese, Board Secretary