**OAK TREE PARK AND RECREATION DISTRICT**

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

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**November 20, 2023**

**MINUTES**

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

**ABSENT:** None

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, five 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*
   1. Tine Teseene, local bookkeeper, came to inquire further regarding the position of park bookkeeper after being invited my Michael Travers. Tina will consider the position and get back to Travers after some thought.
3. **CONSENT CALENDAR:**
   1. Approval of November 2023Agenda – Tom Wademoved to approve the November Agenda. Anne Solik seconded. Motion approved by unanimous vote.
   2. Approval of October 2023Minutes- Wade moved to approve the October Minutes. Solik 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. Wade announces that he and volunteers have planted and set up irrigation and protection for 5 trees near the playground for the shade tree project.
5. **REPORTS:** 
   1. Library Report; Renee Wade- see attached.
      1. Library suggests using the Sheriff’s office as a space that community members can rent by the hour for private online meetings, to create income stream for the park. Logistics need to be worked out and this idea will be revisited.
   2. Board Member Reports and Projects
      1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
         1. **Travers reports that PG&E has dug up the park’s old phone lines**. Absolute Communication Systems presented a bid for repair (see attached). Since the park hasn’t utilized these lines in a long time, its an unnecessary repair and the park won’t move forward with that bid.
      2. **Treasurer’s Report** – Anne Solik
         1. Solik reports that she’s working on the 2021 Audit. Travers is in support, Christina is forwarding him communications with auditors.
         2. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.*

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

Accounts Receivable- Receivables from KidzKount and Library

* + 1. **Outreach Report-** Nothing new to report
    2. **Special Projects Report-** 
       1. **Solar; Library needs a new roof first.**
       2. **Starting a Roof Fund for the Library building.**

1. **NEW BUSINESS -** No New Business
2. **OLD BUSINESS**
   1. **Library Lease Renewal (ACTION)** Travers motions to keep the library lease as it is. Wade seconds the motion. Solik and Easter approve. Chadima disapproves. Motion approved.
3. **NEXT MEETING:** Next regular meeting is Monday, December 18, 2023
4. **ADJOURNMENT:** Meeting adjourned at 7:06 PM.

Christina Reese

Christina Reese, Board Secretary